

Yearly Status Report - 2017-2018

Part A		
Data of the Institution		
1. Name of the Institution	SHETH C D BARFIWALA COLLEGE OF COMMERCE	
Name of the head of the Institution	Dr. Heena Sunil Oza	
Designation	Principal	
Does the Institution function from own campus	Yes	
Phone no/Alternate Phone no.	912612537752	
Mobile no.	9737114382	
Registered Email	cdbcollegeiqac@gmail.com	
Alternate Email	principal.cdbcollege@gmail.com	
Address	Sahyog Society Sumul Dairy Road	
City/Town	Surat	
State/UT	Gujarat	
Pincode	395008	
2. Institutional Status	•	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Prof. Priti Pandya
Phone no/Alternate Phone no.	02612537752
Mobile no.	9375992861
Registered Email	pspjgd@gmail.com
Alternate Email	cdbcollege_surat@hotmail.com
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.barfiwalacollegesurat.ac.in
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink:	https://www.barfiwalacollegesurat.ac.in

5. Accrediation Details

Cycle	Grade	CGPA	Year of	Vali	dity
			Accrediation	Period From	Period To
1	B++	2.77	2017	27-Nov-2017	26-Nov-2022

6. Date of Establishment of IQAC 15-Jun-2011

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture			
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	
Visit of NAAC Peer Team & NAAC 1st Cycle -	10-Nov-2017 2	2200	

accomplished		
Initiative to plan for NAAC 2nd Cycle	28-Nov-2017 365	2200
Supplimentary to Self Study Report (SSR) Submitted	12-Jun-2017 365	2200
Students Satisfactory Survey	12-Jun-2017 365	2200
prpeparation of academic and activities calender	12-Jun-2017 365	2200

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Departmen t/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Sheth C D Barfiwala College Of Commerce	Cluster Co.Op. Grant	Cluster Co.Op.	2017 1	10000
Sheth C D Barfiwala College Of CoSheth C D Barfiwala College Of Commercemmerce	Disa Club Grant	Disa Club	2018 1	5000
Sheth C D Barfiwala College Of Commerce	Gujarat Gov. Infrastructure Grant	Gujarat Government	2017 1	37170
Sheth C D Barfiwala College Of Commerce	Sansad Sabhya Grant	Sansad Sabhya	2017 1	1396830
Sheth C D Barfiwala College Of Commerce	Saptdhara Grant	K.C.G.	2017 1	3051
Sheth C D Barfiwala College Of Commerce	Swarnim Gujarat Grant	Gujarat Government	2017 1	205419
Sheth C D Barfiwala College Of Commerce	Udisa Grant	K.C.G.	2017 1	2634

Yes
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Yes
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No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

MOUs for value added courses

Successfully completed NAAC accreditation First Cycle

accomplished Academic and Administrative Audit

Academic and activities Calendar for Smooth operation of college in line with university schedule

Encourage students for their college result and Remedial Classes for slow learners

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Academic calendar for smooth operation of college in line with university schedule	Successfully accomplished (Teaching Learning, Continuous evaluation, Cocurricular extra curricular activities , university exam as planned)
NAAC accreditation	Successfully accomplished NAAC accreditation

MOUs	Could execute MOUs	
Academic and Administrative Audit	successfully completed and achieve certificate	
Student Satisfaction Survey	Satisfaction Survey is accomplished	
Perspective Plan for 2nd NAAC Cycle	Plan initiated and numbers of IQAC meetings held during the year	
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14. Whether AQAR was placed before statutory body?

Yes

Name of Statutory Body	Meeting Date
The surat Education Society	17-Jan-2022
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	09-Nov-2017
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	24-Feb-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Management Information System for admission, attendance etc

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Institutional has the mechanism for well planned curriculum delivery and documentation in place. The college is affiliated to Veer Narmad South Gujarat University, Surat which is a state university. The curriculum is framed by the Board of Studies. In faculty of commerce, there are Board of Commerce, Board of Accountancy, and there are also common board of studies for subjects of Economics, English, Gujarati and statistics. The IQAC prepares academic calendar in alignment with University academic calendar to ensure effective curriculum delivery. The academic calendar is prepared well in advance and revised if necessary from time to time. The requirement for teaching as well

non teaching staff due to retirement/ resignation etc is identified and the recruitment of the staff is done well in time to ensure smooth conduct of classes. The Time table committee prepares the weekly time table for each divison. The HODs in periodical departmental committee meetings instructs to prepare lesson plans and reviews it periodically to ensure the timely coverage of syllabus, continuous evaluation and semester end examinations. Remedial coaching is made for weaker students. The advanced learners are encouraged to participate in extra curricular activities.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	Nil	0	0	0

1.2 - Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction	
MCom	Accountancy	12/06/2017	
BCom accountancy		12/06/2017	
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Accountancy	12/06/2017
MCom	Accountancy	12/06/2017

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nill	0

1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Accountnacy	400
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1.4 - Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes

Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The feedback is obtained from various stakeholders namely faculties, students, alumni, parents and empoyer for curriculum. The feedback is analysed and being discussed in IQAC and HODs are encouraged to represent the feedback to periodical meeting Board of Studies of university. Also its published on website. The feedback system has been offline for various stakeholders.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy (GIA)	750	750	703
BCom	Accountancy (SFI)	500	500	374
MCom	Accountancy	80	80	70
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2.2 - Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of	Number of	Number of	Number of	Number of
	students enrolled	students enrolled	fulltime teachers	fulltime teachers	teachers
	in the institution	in the institution	available in the	available in the	teaching both UG
	(UG)	(PG)	institution	institution	and PG courses
			teaching only UG	teaching only PG	
			courses	courses	
2017	2059	142	21	12	21

2.3 - Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), Elearning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e- Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
21	21	7	14	14	4

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View File of E-resources and techniques used

2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring by the faculties is an integral part of our system for years. the mentoring is done on a continual basis to ensure students are free from peer pressure, stress and anxiety, learning issues, and quite a few other Teaching/learning related issues. Students find very conducive environment at the institute where they stand in no fear of being found lacking in academics, or any other related skills. They receive warm and

personality enhancing treatment for academic issues, as well as for other difficulties faced in case of being less holistically evolved. Academic skills enhancement is the chief area of focus. However, the institution aims at an all round development of students with recognizing, training and skill development in other areas of personality development that can lead them to become entrepreneurs in their own right. The faculties themselves personally motivate the students to develop an aptitude for extra- curricular activities. Meetings are held to encourage the students to join extension activities as NSS, reflecting upon them the need and benefits of being a part of it. Faculties, themselves experts in various activities, draw out potentially talented students and encourage them to grow and flourish in various activities, also inviting established experts from society-trained artistes for enhancing the mentorship regularly offered by faculties remedial classes are regularly held for slow learners faculties are easy to approach for guidance even after working hours through e-Mails, Whatsapp or even a simple call. The teaching faculty staff room has open and easy access to students who are welcomed any time for consultation. The faculties entertain an extremely homely and warm outlook towards students and their difficulties. Regular student communication with faculties long after completion of studies bears witness to the warmth shared. The college has AOL center, Swami Vivekananda center conducting various activities that ensure spiritual development of students, as well as guiding them towards being more responsible, more responsive, better human beings and realizing the significance of enhancing and nurturing human values. Yoga, Pranayam, Meditation, etc. are taught as an aid to overcome anxiety, stress or depression. The essence of human values, reinforcing the necessity to lead useful living that contributes to personal, social, National and International positive impact is imbibed through the extension activities wherein students are motivated and prepared in developing leadership qualities aimed at creating positive impact to society at large. The NSS program officers create awareness in students to be responsible towards their environment and related issues, guiding and encouraging them through various activities as tree plantation, blood donation, annual one week camp at villages, and so on. Sports activities regulate the physical strength building aspect of students which organizes sport events and invites participation at college, University, State or National levels. The department of Saptadhara activities ensures talent acquisition and building up of inherent skills aimed at a holistic development and enabling an outlet towards positive redirection to potential energy. Such activities have proven to be a source of life sustenance to quite a few.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2201	21	1:105

2.4 - Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	21	0	2	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies	
Nill	Nil	Nill	Nil	
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2.5 - Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/year-end examination
BCom	1	Semester	26/04/2018	05/05/2018

BCom	2	Semester	26/04/2018	05/05/2018		
MCom	3	Semester	26/04/2018	05/05/2018		
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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

For continuous internal Evaluation system, mid term test, assignments, attendance, quiz, etc are being done on regular basis for each course each semester. The scheme of continuous internal evaluation is explained to students in the beginning of the term as well as put in prospectus, notice boards, and discussed during direct contact hours sessions. The attendance and class room presentation are part of the CI to encourage students to be regular, attentive and receptive in the direct contact hours sessions. To encourage students to use reference books and develop self study habits using library, the assignments are given well in advance for each semester. The collection of assignment is done as per schedule which helps them to keep pace of the study for each course. The mid term test is being conducted for each course to prepare the students ready for the expected course outcome which culminates into program specific outcomes and program outcomes in the entire period of graduation / post graduation. The results of the CI, divided into several components is given to students in person in open house by the concerned teacher before the end semester examination to ensure that students are well prepared for course outcomes. remedial coaching is conducted for weak students.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The College follows a well-planned academic calendar that aims (1) to ensure smooth academic activities of teaching-learning, continuous evaluation and end semester examination schedule, in alignment with the affiliating University academic Calendar (2) to enrich the academic activities of teaching-learning by including various co-curricular activities like Expert lectures for covering contemporary issues not included in syllabus, career counselling sessions, usage of library material to enhance learning capabilities , industrial visits, internships, remedial coaching for weaker students and add-on / value added courses, skill enhancement courses for advanced learners, book review competition (3) to conduct various faculty development programs/ seminars, non teaching staff skill development programs, training for ERP system (4) to allocate time for quality assurance system like academic and admistrative audit and NAAC accreditation (5) to organize various extra curricular activities like intra college drawing competition, poster making competition, rangoli making competition, patriotic song competition, light vocal music competition, celebration of group events like garba competition, preparation for participation in youth festival (6) to allocate time for community work like bold donation, awareness campign for cleanliness, voters card for students, aids awareness (7) to allocate time for grievances redressal, (8) to deal with RTI, anti ragging, prevention of sexual harrasement (9) to deal effectively in matters related to women empowerment, environmental concerns (10) to deal financial budget, accounts related matters, (11) to enable various policies and procedures (11) to conduct activities of brotherhood, human values, IPR, awareness of constitutional rights and duties (12) to include activities of sports (13) to include activities of life skills like yoga, happiness, spirituality and human values and soft skills like personality development and communications skills.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.barfiwalacollegesurat.ac.in/

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage	
3	MCom	Accountancy	71	28	39.44	
2	BCom	Accountancy	81	25	30.86	
1	BCom	Accountancy	247	70	28.34	
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2.7 - Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://barfiwalacollegesurat.ac.in/students-feed-back/

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year	
Nill	0	Nil	0	0	
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3.2 - Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
IPR	Department of Commerce	10/01/2018
IPR	Department of Commerce	11/01/2018
IPR	Department of COmmerce	12/01/2018

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	of the innovation Name of Awardee		Date of award	Category	
Nil	Nil Nil		Nill	Nil	
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3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start- up	Date of Commencement	
Nil	Nil	Nil	Nil	Nil	Nill	
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3.3 - Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	0

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Туре	Department	Number of Publication	Average Impact Factor (if any)		
International	Commerce and Accountancy	5	0		
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce and Accountancy	3
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/Web of Science or PubMed/Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation	
Nil	Nil	Nil	Nill	0	Nil	0	
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3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nill	0	0	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local	
Attended/Semi nars/Workshops	0	2	0	0	
Presented papers	0	2	0	0	
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3.4 - Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/	Number of teachers	Number of students
Title of the activities	Organising unitragency	Number of teachers	indilibel of studelits

	collaborating agency	participated in such activities	participated in such activities		
Celebration of World Yoga Day	N.S.S. unit of Sheth C.D. Barfiwala College of Commerce	4	35		
Voting Card for Students	N.S.S. unit of Sheth C.D. Barfiwala College of Commerce VNSGU	4	40		
Yuva Matdar Jagruti Abhiyan	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	100		
Independence Day Celebration	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	40		
Praveshotsav	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	35		
Gandhi Suptah Celebration (Cleanliness Drive Tree Plantation)	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	146		
SASH cleaning seva	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	12		
Happines Seminar of NSS Students	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	45		
Khadi Day Pledge	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	22		
Happines Seminar of NSS Students	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	4	25		
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited		
Nil	Nil	Nil	0		
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Celebration of World Yoga Day	4	35
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Voting Card for Students	4	40
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Yuva Matdar Jagruti Abhiyan	4	100
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Independence Day Celebration	4	40
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Praveshotsav	4	35
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Gandhi Suptah Celebration (Cleanliness Drive Tree Plantation)	4	146
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	SASH cleaning seva	4	12
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Happines Seminar of NSS Students	4	45
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Khadi Day Pledge	4	22
National Service Scheme	N.S.S. unit of Sheth C. D. Barfiwala College of Commerce	Happines Seminar of NSS Students	4	25

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration		
Nil	0	Nil	0		
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
on the job training	Earn and Learn	several employers	15/06/2017	14/06/2018	500
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs	
Nil	Nill	Nil	0	
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development	
1349550	1349550	

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added			
Others	Newly Added			
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added			
Video Centre	Existing			
Seminar halls with ICT facilities	Existing			
Classrooms with LCD facilities	Existing			
Seminar Halls	Existing			
Laboratories	Existing			
Class rooms	Existing			
Campus Area	Existing			
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4.2 - Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2014

4.2.2 - Library Services

Library Service Type	Exis	ting	Newly	Added	Total	
Text Books	9719	1312608	474	80805	10193	1393413
Reference Books	10804	1459143	24	46800	10828	1505943
e-Books	0	0	0	0	0	0
Journals	13	23045	13	25025	26	48070
e- Journals	0	5750	0	5900	0	11650
Digital Database	0	0	0	0	0	0
CD & Video	65	18345	0	0	65	18345
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	3449	143098	0	0	3449	143098
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & Earning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e- content		
Nil	Nil	Nil	Nill		
No file uploaded.					

4.3 - IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Туре	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	68	1	5	0	0	0	0	100	0
Added	0	0	0	0	0	0	0	0	0
Total	68	1	5	0	0	0	0	100	0

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	Nill

4.4 - Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
56	56	26	26

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college ensures regular maintenance and upkeep of its infrastructural facilities. A Technical Assistant and a Computer Network Assistant provide regular support services relating to computer hardware and software. Students and faculty members are given Wi-Fi passwords on campus for facilitating quick and easy research and other related work requiring net access. Annual maintenance contract to various agencies ensures maintenance of equipment.

https://barfiwalacollegesurat.ac.in/college-policies/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees		
Financial Support from institution	Free Ship by government of Gujrat for Girls students	582	698400		
Financial Support from Other Sources					
a) National	Other Institutes	49	55280		
b)International	Nil	0	0		
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Workshop Overseas Education for T.Y.B.Com and M.Com Students	17/01/2018	105	Sheth C D Barfiwala College of Commerce
Yoga Day	21/06/2017	35	Art of Living N.S.S. Unite of College

GST practical training	28/02/2018	70	Department of Indirect taxes		
Remedial Class for T.Y.B.com	12/09/2017	39	Sheth C D Barfiwala College of Commerce		
Beutyparlour and Chocolate Making Class	29/01/2018	193	Sheth C D Barfiwala College of Commerce		
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed			
2017	CA/CMA/CS	0	170	0	0			
2017	NET	0	140	0	0			
2017	LAW	0	200	0	0			
2018	Workshop Overseas Education for T.Y.B.Com and M.Com Students	0	105	0	5			
2018	talati	0	130	0	0			
2018	police sub inspector	0	130	0	0			
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

	On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed	
Nil	0	0	Nil	0	0	
	No file uploaded.					

5.2.2 - Student progression to higher education in percentage during the year

Year	Number of	Programme	Depratment	Name of	Name of
	students	graduated from	graduated from	institution joined	programme

	enrolling into higher education				admitted to
2018	4	B.Com	Commerce & Accountancy	Gujarat University	B.Ed.
2018	25	B.Com	Commerce & Accountancy	Sidhdharth Law College	LLB
2018	7	B.Com	Commerce & Accountancy	V T Choksi Law College	LLB
2018	27	B.Com	Commerce Accountancy	VNSGU	M.Com (External)
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	0
No file	uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

<u>'</u>	<u>'</u>	
Activity	Level	Number of Participants
Prayer Patriotic Song on Independence Day	College	16
Elocution Competition	Inter Class	17
Gujrat Quiz Competition	Inter Class	30
Debate on Education is Necessary in Politics	Inter Class	65
Janmashtami Celebration	College	500
Mahendi Competition	Inter Class	33
Drawing Competition	Inter Class	16
International Yoga Day Celebration	College	93
Chess Competition	Inter Class	14
Patriotic Song Competition	Inter Class	14
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	nil	Nill	Nill	Nill	Nill	nil
No file uploaded.						

5.3.2 – Activity of Student Council & Expresentation of students on academic & Expresentative bodies/committees of the institution (maximum 500 words)

procedures and policies in place. The Students' council constitution is the reference point for all the related activities. The students' council consists of Principal as the Chairman of council, and is divided into seven committees namely (1) Studetns' union budget committee (2) Planning forum (3) College magazine committee (4) Gymkhana committee (5) cultural and social activities committee (6) excursion committee and (7) debate and elocution committee. The committee consists of Chairman, vice- chairman, secretary and members. The Chairman and vice- chairman is appointed by Prinacipal from senior faculty members and secretary is a student represeantative who is elected or nominated by students representative. The members of the committees are both faculties and students representatives. The students representatives are nominated by selection/ election based on guidelines from affiliated University and UGC. In certain cases post of students represaentative is resaerved for girl student. The students council is formed every year. The students represaentative are from each division as per number of students strength in the class. Over and above three students are nominated by Principal who are having proven performance in the fiels of arts / sports/ community services/ academic work. The General Secretary is elected from among the students representatives of various divisions who is the leaders of students. The students council provides the training platform to students for democratic process of election in real life and inculcate citizen values. It also provides training ground to nurture the youth leaders.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

 joint activities of flag hoisting on independence day and Republic day Annual Prize distribution Blood donation day career counseling Induction program for freshers Teachers day celebration - executive body meeting of Alumni association with Principal and faculties - NAAC peer team visit meeting

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

- 6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
 - Resource allocation by way of annual Budget for teaching- Learning, Academic maintenance, infrastructure maintenance, Capital expenditure, campus development, add on courses, library, Quality assurance and enhancement activities: 2. Implementation of college academic calendar through IQAC, administrative committees, students Councils committees, and other statutory committees
- 6.1.2 Does the institution have a Management Information System (MIS)?

Yes

6.2 - Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
5. 7.	
Human Resource Management	The College has sound HRM strategy which is to empower faculties and office staff to work in the best interest of learners and the Institute. The academic work is well taken care by faculties under the leadership of principal / Principal in charge. The office work is taken care by office staff in co-ordination with Principal / Principal in charge and teaching faculties. Various welfare measures like PF, Gratuity, leave etc. are in place. FDP, training workshops is arranged from time to time for skill enhancement. Digitalization / MIS is being gradually introduced to support the effective and efficient function by the faculties and office staff.
Curriculum Development	Our college is affiliated to Veer Narmad South Gujarat University, Surat and follows the curriculum and syllabus prescribed by the university for all courses. Most of our faculties represent BOS and contribute towards curriculum development. HODs arrange meeting of their department before their BOS meeting to discuss about syllabus, necessary recommendations and suggestions to be represented at the Board meeting.
Admission of Students	Our college is affiliated to Veer Narmad South Gujarat University, Surat. Centralized online admission procedure followed by the university results in merit based admission.
Industry Interaction / Collaboration	Our students work along with studies and therefore we regularly interact with the industries.
Library, ICT and Physical Infrastructure / Instrumentation	The library material can be availed via INFLIBNET-Gandhinagar. One can subscribe for online database through login and password. All the computers have internet facility. Fire extinguisher is placed for security of library materials. The college library. the College has necessary infrastructure for running the college.
Research and Development	The College faculties are generally more occupied in teaching-learning, invigilation, paper setting, examination of answer books, cocurricular and extra curricular activities. The high students per

teacher makes the work more demanding. However, the faculty development is very crucial for long term growth of the institute and therefore, the College encourage the faculties, young and experienced to join M. Phil. /Ph.D. as a starting poing in journey for research. The College also encourage faculties to attend FDPs, seminars, conferences and present the papers. The college also encourages publication of articles, research papers and books. The infrasturture in terms of Library journals, books, computer facilities, internet / wi-fi is made available. The teachers are encouraged by recogniation in public forum for their reaserch and publication work.

Examination and Evaluation

The College as a part of CI conducts internal examination / mid- semester examination for each course for each semester. The schedule for the same is declared in advance and students are motivated to make self study on regular basis. The course outcomes for each unit of study is discussed in class by faculties and they are equipped for the same by teaching/ assignments/ class test. The mid semester test gives the students practice for appearing in semester examination conducted by university. The students are shown answer books for mid semester examination in open house. The best written answer books are also displayed and model answers are shown by the faculties . students who score highest are given prize at annual function. Supplementary test is also conducted for students who mis the regular mid term exam due to unavoidable reasons. In exceptional case, if any student is having grievances for evalution, reassessment also done. The end semester examination for each course for each semester is conducted at college campus in most professional way in which the schedule and paper setting is done at affiliated university level. The secrecy of examination papers has zero tolerance limit. CCTV monitoring during the examination is a regular practice.

Teaching and Learning

The College has strategy for effective delivery of curriculm for teaching and learning. The teaching-learning in direct contact hours is to

cover course objectives of each unit of
 each course for eery semester.

Additional study material / home work
is given for self study to supplement
class room studies. The class room are
having infrastructure including ICT
enable teaching -learning. Feedback of
 students are taken by faculties
individually. The teaching -learning is
 given high priority at college.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Examination	The college uses Affiliated University Examination module of ERP system. College ERP system is in alignment with university ERP system.
Finance and Accounts	yes
Student Admission and Support	We have ERP system emplaced for student admission and support.
Administration	We have ERP system in place

6.3 - Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nil	Nil	Nil	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	soft skills	soft skills	30/03/2018	31/03/2018	25	10
2017	computer literacy 1	computer literacy 1	16/06/2017	17/06/2017	25	10
2017	computer literacy 2	computer literacy 2	23/06/2017	24/06/2017	25	10
2017	computer literacy 3	computer literacy 3	29/06/2017	29/06/2017	25	10
2017	ERP system modules	ERP system Modules	07/07/2017	07/07/2017	25	10

2017	ICT Based Tools IXT	ICT based tools	16/09/2017	16/09/2017	25	10
		No	file upload	ded.		

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
nil	0	Nill	Nill	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teac	hing	Non-te	aching
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
PF, Gratuity, Pension, Retirement pension, Encashment of Leave, Leave Travelling concession, Maternity leave, paternity leave, various kinds of leaves	PF, Gratuity, Pension, Retirement pension, Encashment of Leave, Leave Travelling concession, Maternity leave, paternity leave, various kinds of leaves	Free-ship and Scholarship

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

? Yes, the annual budget is prepared by college and management every year for the requirements of various departmental activities. The account of the institution is subjected to an audit by a certified external chartered accountant appointed by the management. The income and expenditure are from different sources are audited regularly by the auditors. the internal audit is in place.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose			
Nil	0	0			
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6.4.3 - Total corpus fund generated

43951995

6.5 - Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External	Internal	

	Yes/No	Agency	Yes/No	Authority	
Academic	Yes	KCG	Yes	Management (Surat Education Society, Surat)	
Administrative	Yes	KCG	Yes	Management (Surat Education Society, Surat)	

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

parents meeting feedback on syllabus meeting with NAAC peer team attending flag hoisting informal feedback on ongoing basis

6.5.3 - Development programmes for support staff (at least three)

Computer literacy, ERP system training, Excel training, ICT tools training, soft skills training,

6.5.4 – Post Accreditation initiative(s) (mention at least three)

feedback from stakeholders for perspective plan for 2nd cycle of NAAC accreditation more emphasis on students participation community work ICT enabled teaching and learning, emphasis on soft skill training

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	Yes

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Academic and administ rative audit	19/06/2017	04/07/2017	05/07/2017	2250
2017	NAAC accre ditation	19/06/2017	10/11/2017	11/11/2017	2250
2017	feedback from stakeholders for perspective plan of 2nd cycle o f NAAC	02/12/2017	02/12/2017	25/01/2018	2250
2018	draft of perspective plan	12/04/2018	26/11/2017	14/06/2018	2250

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Swayam Siddhi	26/09/2017	26/09/2017	120	0
Post Adolescence Health Issue for Female	26/09/2017	26/09/2017	110	0
Beauty care & Chocolate Making	29/01/2018	03/02/2018	192	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

no single use plastic awareness, environmental day celebration, tree plantation, car pooling and public transport for college, LED bulbs, save water, water reharvesting, reducing energy wastage, encouraging use of reusable packing / containers for food by students

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	Yes	0
Rest Rooms	Yes	0
Any other similar facility	Yes	0

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	124	124	22/01/2 018	1	Blood Donation	College Campuse	124
2017	228	62	28/09/2 017	1	SASH Cleaning Seva	Katargam Area	62
2017	75	75	16/12/2 017	1	Mobile Awareness	College Campus	75
2017	80	80	23/12/2 017	1	Save Girl Child	College Campus	80

1								
	2018	281	86	06/01/2 018	1	No kites Day -Signatur e Campaign	Near By Areas City	86
	2018	146	43	21/02/2 018	1	Biscuits Distribut ion	Slum Areas	43
	2017	357	110	25/09/2 017	1	Tress P lantation	Nature	110
	2017	200	200	02/08/2 017	1	Helping Campaign During The Time of Flood	South Gujarat	500
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7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title Date of publication		Follow up(max 100 words)
nil	Nill	nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants			
Happiness Program For student	06/11/2017	08/11/2017	9			
Happiness Program For student	14/03/2018	16/03/2018	20			
Vishva Bandhutv Diwas	08/09/2017	08/09/2017	125			
Vivekannad Jayanti	12/01/2018	12/01/2018	86			
World Yoga Day	21/06/2017	21/06/2017	35			
Cultural Aptitude Test -2017 (Book- Modern Youth)	12/08/2017	12/08/2017	63			
Universal Brotherhood Day	08/09/2017	08/09/2017	125			
Happiness Seminar For student	29/09/2017	29/09/2017	45			
Happiness Seminar For student	11/10/2017	11/10/2017	25			
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. No vehicle day 2. NoPlastic Use 3. Tree plantation 4. Water Harvesting 5. No mobile day

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practice 1: 1. Title of the Practice: Nurturing students through academic and other activities through well planned Academic and Activities Calendar 2. Objectives of the Practice To prepare the students for professional, social and personal life 3. The Context Many of our students come from modest income group whose parents had no opportunities to go for higher education. Overall, the students have very limited exposure and are not aware of their potential. So a culture of nurturing the human resource by providing opportunities for overall personality development along with academics progression is needed to help the students to groom in better personality to lead a progressive life personally, professionally and socially. 4. The Practice The College prepares before the start of academic year, the academic and activities calendar. The activities consists of community work, sports, yoga, values nurturing through Vivekand and Gayatri centre, debate and elocuation, Book reading and review competition, gender equity programs, social and cultraual activities, career counseling, expert lectures, workshops, annual gathering , field visits and so on. The academic and activities calander is published in Prospectus and uploaded on website and College notoce board so that students are aware of various academic and other activvites. The induction program is also conducted for new ly admitted students to make them aware of campus life and inspire them to participate and get involved with the College and facukties and work in teams. The notice for various activities circulated in calss as well as published on notice board. The committee members also visit the classes to encourage students to participate. The process of participation of students in various events like sports, NSS, cultural activities, debate, Book review competition, Drawing and handicraft, career counseling, placement, field visit, boold donation and so on allow them to build self- confidence, team spirit, sportsmanship, leadership skills, meticulous palnning, hard work, resource and time management, and so on. In the process of participation in various individual and group events, students are mentored by respective faculties and senior peers, help to build strong of students for the College and mentors The process of participation helps them to unfold hidden talents and groom them into more balanced emotional person which is a very important capability development to handle personal, professional and social life. This also helps to make them more committed to academic performance. 5. Evidence of Success On an average 50 to 60 activities within college and inter college take place and as per the liking and aptitude of the students, they get chance to participate. This has made the campus life very vibrant and youthful. Students have strong bonding with College and faculties. Our several Alumini students have settled well as lawyers, Bankers, entrepreneurs, builders, acedemicians, CAs, and give credit to College for nurturing 6. Problems Encountered and Resources Required The various activities require planning in advance for effective time and resource management, large pull of human resources. With the involvement of experience faculties the problems are manageable. 7. Any other information: pl. refer 2.5.3 for more details of academic and activities calendar. Best practice 2 : 1. Title of the Practice : Decentralized and participative management through various committees for quality compliances, extension, co-curricular and admistrative activities 2. Objectives of the Practice Development of Organizational commitment of academic and administrative staff through empowerment for achievement of mission of the institute 3. The Context The College has mix of experience and young talented faculties as well as administrative staff. Their involvement and commitment in making the campus life efficient and effective requires them academic and administrative empowerment. So the management has encouraged the culture of decentralized and paerticipate management. 4. The Practice: The College is run by Surat Edecation Society. The Executive body of Chairman, Secreatary and Joint Secretary lead the college by the good governance and support in fulfilling strategic objectives. The Principal of the College is the head of the institute steering the College for achieveing its quality education

objectives. The Principal is having team of academic staff, most of them are in permanent employment and any shortfall is filled by management to ensure smooth teaching and learnin and students progression. With the more number of retiring office staff due to super annuation, many of the vacancies are filled by the management who are young having good computer literacy but less experienced. the College has various committees like IQAC for quality education, NAAC steering committee for quality compliance, students' council committees like planning forum, gymkhana committee, Excursion committee, cultural and social activities committee, finance committee etc. for extention and co-curricular activitie, NSS committee for community work, mentors for better student grooming, administrative committees like admission committee, Time table committee, internal evaluation committee, career counseling committee, placement cell, anti ragging cell, Students Grievences cell, sexual harassment prevention cell, event management committee, social media and press committee, Art of Living Chapter, Vivekanand Centre for life skills, Soft skill coordinator, and so on. These committees consists of faculties and administrative staff and in certain committees students representative. The committees plan their work before start of year, meet periodically and ensure the execution of work in best possible and cordial way. 5. Evidence of Success Through out the year the campus life is full of academic and students progression activites, community work like tree plantation, blood donation, visit to orphanage, extension activites like expert lectures, active participation of students in various cultural and social activities, national festivals along with tight academic schedule in semester set up with relatively very high students teacher ratio as well as students- support staff ratio. This is process has made the faculties and support staff empowered leading to building strong organization commitment. 6. Problems Encountered and Resources Required: These involve very huge human resource and their commitment and also commitment of financial resources. However with support of management and legacy of good organization culture the problems are manageable. 7. Any other information: Since year 2012 the College is having acting Principal and t the College has been running the show with lots of vibrancy in campus life due the legacy of decentralized and participative management.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://barfiwalacollegesurat.ac.in/best-practices/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Our college caters mainly to students for modest income group and need to work to earn along with study therefor time management and consistent academic performance of student is a challenge. we are however committed to accommodate the needs of good academic progress of students and overall personality development of students by regular teaching learning and extension activity..

Provide the weblink of the institution

https://barfiwalacollegesurat.ac.in/our-distinctiveness/

8. Future Plans of Actions for Next Academic Year

preparation of plan in terms of 1. academic calender 2. extra curricar activities calender 3. appointment of short fall of staff by management on timely manner and monitoring through IQAC by regular periodical meetings of IQAC 4. conducting various feedbacks and students satisfaction survey. 5. implementation of perspective plan on yearly basis