

# C.U. SHAH COLLEGE OF PHARMACY & RESEARCH, WADHWAN

(Approved by: AICTE and PCI, New Delhi)  
(Constituent College of C. U. Shah University)



## Address for Correspondence

Opp. IBP Petrol Pump,  
Surendranagar-Ahmedabad Highway  
Wadhwan city-363030

College Website	College	E-mail ID	Phone Number	Fax Number
ccprvbt.org		ccprvbt@yahoo.com	02572240591	02572240591



## Annual Quality Assurance Report (AQAR)

Submitted to  
**NATIONAL ASSESSMENT AND ACCREDITATION  
COUNCIL  
BANGALORE  
2015**

## Part – A

**1. Details of the Institution**

1.1 Name of the Institution

C.U. SHAH COLLEGE OF PHARMACY AND RESEARCH

1.2 Address Line 1

Opp. IBP Petrol Pump,

Address Line 2

Surendranagar - Ahmedabad Highway

City/Town

Wadhwan

State

GUJARAT

Pin Code

363030

Institution e-mail address

ccprvbt@yahoo.com

Contact Nos.

02572240591

Name of the Head of the Institution:

Dr D.K. Golwala

Tel. No. with STD Code:

02572240591

Mobile:

8401858604

Name of the IQAC Co-ordinator:

Mr Santosh Kumar Vaidya

Mobile:

9978144453

IQAC e-mail address:

ccprvbt@yahoo.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) \_\_\_\_\_

Or

NAAC Executive Committee No. &amp; Date: EC(SC)/03/A&amp;A/10 date on 24/09/2014

*(For Example EC/32/A&A/143 dated 3-5-2004.**This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)*

1.4 Website address:

ccprvbt.org

Web-link of the AQAR:

Ccprvbt.org/link/AQAR1516

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

## 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.12	2014	2019
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC: DD/MM/YYYY

29/09/2014

1.7 AQAR for the year (for example 2010-11)

2015-2016

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)Not Applicable (1<sup>st</sup> Cycle)

i. AQAR \_\_\_\_\_ (DD/MM/YYYY)4

ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)

iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)

iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

## 1.9 Institutional Status

University

State

Central

Deemed

Private

Affiliated College

Yes

No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

#### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

#### 1.11 Name of the Affiliating University (*for the Colleges*)

CONSTITUENT COLLEGE OF  
C.U. SHAH UNIVERSITY

#### 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff

Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

International

National

State

Institution Level

(ii) Themes

## 2.14 Significant Activities and contributions made by IQAC

- |  |
|--|
| 1. Teaching quality improvements.<br>2. Remedial classes for weak students<br>3. Social activities |
|--|

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
Quality based teaching use of Videos in class	Improvement in results and students oral Feedback
Awareness program for Energy conservation	Awareness regarding use of fuel and electricity
Faculty development programmed on time management and spirituality	Successfully organized on 07/08/2015 at college level

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

Approved by Management
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## Part – B

## Criterion – I

## 1. Curricular Aspects

## 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NIL	NIL	NIL	NIL
PG	2	00	2	00
UG	1	00	1	00
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	NIL	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL
Total	03	00	03	00
Interdisciplinary	NIL	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

## 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

## (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

\*Please provide an analysis of the feedback in the Annexure

## 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

C.U. Shah College of pharmacy and research is now constituent college of the C. U. Shah University. We have designed syllabi of UG and PG for all semesters; have been approved by the Board of Studies. All the syllabi are designed to fulfill the latest demands of the pharmaceutical industries.

## 1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
16	11	04	01	---

2.2 No. of permanent faculty with Ph.D.

05

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
03	02	--	--	--	03	--	--	03	05

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

NIL

NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	NIL	NIL	NIL
Presented papers	NIL	NIL	NIL
Resource Persons	NIL	NIL	NIL

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Industrial Visit
2. Demonstration of Equipment

2.7 Total No. of actual teaching days during this academic year

192

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, and Online Multiple Choice Questions.

Prelim Examination, Transparent marking system, MCQ type exam

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

05

2.10 Average percentage of attendance of students

75



## 2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		>5 C.G.P.A	>6C.G.P. A	>7 C.G.P.A	>8C.G.P. A	>9 C.G.P.A
B. Pharm. 1 <sup>st</sup> sem.	14	2	8	3	1	-
B. Pharm. 2 <sup>nd</sup> sem.	12	2	7	2	1	-
B. Pharm. 3 <sup>rd</sup> sem.	14	5	5	2	2	0
B. Pharm. 4 <sup>th</sup> sem.	14	6	4	2	2	-
B. Pharm. 5 <sup>th</sup> sem.	10	3	4	2	1	0
B. Pharm. 6 <sup>th</sup> sem.	10	4	3	2	1	0
M. Pharm Pharmaceutics 3 <sup>rd</sup> sem.	05	01	01	03	-	-
M. Pharm Pharmaceutics 4 <sup>th</sup> sem.	05	00	02	03	-	-
M. Pharm Quality Assurance 3 <sup>rd</sup> sem.	05	0	3	2	-	-
M. Pharm Quality Assurance 4 <sup>th</sup> sem.	05	0	2	3	-	-
M. Pharm Quality Assurance 1 <sup>st</sup> sem.	01	0	1	0	-	-
M. Pharm Quality Assurance 2 <sup>nd</sup> sem.	0	1	0	-	-	-

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching &amp; Learning processes:

1. Plans the academic calendar semester wise.
2. Plans the academic and non-academic activities
3. Analysis the output and feedback
4. Encourage the faculty members to take active participation in paper publications.
5. Developed the department wise plan to organize workshop/FDP/Conference etc.
6. Suggest and plan the future task

## 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	NIL
Others	---

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11	05	00	03
Technical Staff	03	00	00	00

**Criterion – III****3. Research, Consultancy and Extension**

## 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- |  |
|--|
| <p>1. A Sub Committee has been formed for Increasing Industry Institute Interaction which has consulted local Industry to solve their problems hence by some of the Industry Defined Problems are now solved by team consisting of Institute Faculty Members and Students.</p> <p>2. Faculty Members are encouraged to publish their research works and are given Incentives for the same which has resulted into good increase in number of Paper Publication of the Institute.</p> |
|--|

## 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

## 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

## 3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	5	NIL
Non-Peer Review Journals	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL
Conference proceedings	NIL	NIL	NIL

## 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

## 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects (other than compulsory by the University)	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

NIL
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3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences  
organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	1	NIL	NIL
Sponsoring agencies	NIL	NIL	GSPC	NIL	NIL

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

04

12

3.19 No. of Ph.D. awarded by faculty from the Institution

NIL

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

## 3.25 No. of Extension activities organized

University forum	<input type="text" value="NIL"/>	College forum	<input type="text" value="NIL"/>		
NCC	<input type="text" value="NIL"/>	NSS	<input type="text" value="NIL"/>	Any other	<input type="text" value="NIL"/>

## 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Under “Swachta Abhiyan” Institute Faculty Members and Students are regularly cleaning college premises.
2. Education Extension Activity for the School children are being done by the various department in nearby local schools.
3. In order to save papers all the correspondence in the Institute are done on the Rough papers rather than new blank paper.
4. Awareness programs for Anti-Drug and Anti –Tobacco comparing are done for Institute Students and also for local community at various forums.

**Criterion – IV****4. Infrastructure and Learning Resources**

## 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	(01)131115.65 sq ft.	NA	Donation + Tuition Fees	01
Class rooms	(10)373.23 sq ft.	NA		10
Laboratories	(13) 2121.13 sq ft.	NA		13
Seminar Halls	(01)132.75 sq ft.	NA		01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	NIL	NA		NIL
Value of the equipment purchased during the year (Rs. in Lakhs)	2352000	--		2352000
Others	--	--		--

## 4.2 Computerization of administration and library

The institute has fully computerized library with SOUL 2.0 software. The Library also have Institutional repository, E-Library (on intranet), E-Journals access facility, CDs and DVDs, Online News Archives and Online book search (OPAC).

## 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6388	2100707	193	21919	6581	2122626
Reference Books	1418	426423	00	00	1418	426423
e-Books	22	00	00	00	22	00
Journals	29	74550	02	5600	31	80150
e-Journals	240	11500	00	00	240	11500
Digital Database	SOUL soft. (OPAC)	20000	00	00	SOUL soft. (OPAC)	20000
CD & Video	176	00			176	00
Others (specify)	--	--	--	--	--	--

## 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	79	2	YES	2	1	1	1	NIL
Added	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Total	79	2	YES	2	1	1	1	NIL

## 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

1. Round the clock Internet Access is provided through a dedicated leased line 8 mbps (1:1) connection to the students without any charges. The whole campus is connected through Wi-fi.
2. For bandwidth management, network management and firewall, Cyber-roam corporate client is installed in the campus.
3. Access to books and journals is available on-line through college library portal (OPAC).

## 4.6 Amount spent on maintenance in lakhs:

i) ICT	25.27 Lakhs
ii) Campus Infrastructure and facilities	504.01 Lakhs
iii) Equipments	155.52 Lakhs
iv) Others	26.06 Lakhs
Total:	710.86 Lakhs



**Criterion – V****5. Student Support and Progression**

## 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC is one of the active cells of the institute. It caters the needs of the students for the all-round development of their personality and growth. IQAC organizes various events during the year for the students.

## 5.2 Efforts made by the institution for tracking the progression

There is ample provision for exposure of the students to others institutions of Higher learning/ corporate business houses through:

1. Industrial Visits
2. Visit to exhibitions and trade fares
3. Carrier Development Program
4. Pre placement talks

During every semester the institution spares Two hours per week for each class, where the coaching is given on logical reasoning, Aptitude and verbal.

## 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
61	21		

## (b) No. of students outside the state

00

## (c) No. of international students

00

Men	No	%	Women	No	%
	82	52.4		82	47.5

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
45	9	00	9	00	63	53	09	00	20	00	82

Demand ratio NA Dropout % 1

## 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

We are motivating students for appear in competitive examination like GRE, GMAT, TOFEL, IELTS, GPAT Examinations.

No. of students beneficiaries

All

## 5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

## 5.6 Details of student counselling and career guidance

The students are assigned under the faculties for personal counseling and monitoring.  
 Students per counselor – 20  
 Mode of counseling - Telephonic Talk and Personal

No. of students benefitted

## 5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	09	04	06

## 5.8 Details of gender sensitization programmes

Women Development Cell and Women Harassment at working place Cell are working for the gender sensitization.

## 5.9 Students Activities

## 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

## 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	NIL	NIL
Financial support from government	14	5.28 Lakhs
Financial support from other sources	--	--
Number of students who received International/ National recognitions	NIL	NIL

## 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

Marley, we are arranging Blood Donation Camp, Thalassemia Camp and providing first aid treatment to the students. We have a strong association with C. U. Shah Medical College and Hospital which is running since couple of years and well known college within the Gujarat state.

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_NIL\_\_\_\_\_

Students are provided free atmosphere to give any complain either oral or written regarding academics or other that academics to Principal or Head of the Department by any time. Looking to the type of problem meeting is arranged with the concerned section and possible solutions are identified. No major grievances recorded during the last four years.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

**Vision:**

The greatest challenge before the new generation is to shape up an excellent career amidst the burning problem. Our aim is to educate the new generation for their career. The college is dedicated to make future citizens responsible in holding and leading the humanity on a global platform and play a vital role in transformation of our country from developing to a developed one, by imparting quality education of standard and best faculty to infrastructure and best faculty to the students. We have a vision that to be one of premier pharmacy institutes in world achieving high reputation due to its academic excellence and high standards by producing world class professionals, internally enlightened, emotionally sound and practically efficient with obligations towards social, ecological and economic environment of country.

**Mission:**

Our mission is to strive for creating and sustaining a community of learning in which students acquire knowledge and learn to apply it professionally with due consideration for ethical, ecological, and economic issues. By creating an excellent educational environment with dedicated faculties for preparing quality professionals in the field of pharmacy education, research, industry, hospital and other related areas. Inculcation of strong attitude in the students for the development of diverse attributes of personality spectrum to face global challenges of 21st century and be the proud citizens of India.

**Objectives:**

To promulgate educational, social, cultural and spiritual awakening for all round development of the students.

To harness, nurture and explore the potential of youth to make them responsible citizens of tomorrow.

To provide impetus on inputs to enhance the employability of students on a global platform.

The vision and mission statements are communicated to students, teachers, staff and other stakeholders through the student charter, college prospectus, college website and display boards in the College campus. Further, the vision and mission of the college find reflection in institutional activities.

#### 6.2 Does the Institution has a management Information System

The Principal, being the head of the institution is responsible for collecting feedback from the different departments through periodic meetings.

The data is compiled as per student feedback forms and performance appraisal forms of staff and sent to the management for review. Regular result analysis of the students of both U.G and P.G. (various branches) are compiled & reviewed by the Principal's office.

In addition, feedback from students is obtained through student suggestion box.

## 6.3 Quality improvement strategies adopted by the institution for each of the following:

## 6.3.1 Curriculum Development

Members of Board of Studies take feedback from all stake holders and review the developments in related subjects at national and international level to introduce new areas and to modify the curriculum. Suggestions and recommendations of different faculties after attending seminars, workshops and conferences are also incorporated, if found appropriate. There is a provision of appointing external professional as a member of board of studies. After the approval of the Board of Studies, the recommendation of the curriculum is placed in the academic council and the Executive Council for final approval.

## 6.3.2 Teaching and Learning

- Optimum use of modern technology.
- All the departments have facility of well-equipped seminar rooms / class rooms with facility of multimedia.
- Problems of the students are given special attention.
- All teachers are provided with computer facility with internet.
- Class rooms of the departments are linked with internet facility.
- As part of internal evaluation system, students are required to give presentation,
- Seminars, quiz, Test of multiple choice questions, etc.
- Appropriate weightage is given to different components mentioned above. This system is followed at PG Level and UG Level in all programmes.

## 6.3.3 Examination and Evaluation

The management gives full authority for maintaining high standards in the evaluation and examination pattern of the institute. It also provides avenues to the academic staff to improvise the evaluation methodologies in response to changing circumstances. The assessment of the intended learning outcomes is done by both External and internal method.

- The internal methods are Mid Semester Exam, Class test, Assignments, Tutorials, University External Examination, Lab Performance, Viva –Voce and Result analysis.
- The external methods are Class Questioning, Student Feedback, and feedback from Employer, Feedback from Parents, University Positions and Publications of Students.

## 6.3.4 Research and Development

A dedicated R & D cell has been setup in the institute. The institute motivates the faculty members to undertake research activities such as attending faculty development programmes, attending and delivering expert lectures, organizing workshops, seminars and conferences, providing consultancy to industry etc. Faculties are encouraged to publish technical papers in national and international conferences for which they are even provided financial assistance.

## 6.3.5 Library, ICT and physical infrastructure / instrumentation

## Library Development:

There is a library committee responsible for purchase of books, journals and other reading material. The committee is formed every year with faculty nominated and representatives from the departments. The librarian is the Ex-Officio secretary member of the committee. The departmental representative compiles suggestions for new titles to be purchased from the subject teachers and sends to librarian for procurement. The committee takes all decisions regarding books selection, magazines and journals, news papers and periodicals procurements. Reprographic facility, Automation of Library, internet/Wi-Fi facility and purchase of e- journals and optimum utilization of library are also among the responsibility of the committee. Suggestions are welcome from students regarding working hours and borrowing facilities for finalization of decisions.

## ICT:

The college has well established and fully functional ICT based learning system with all the classrooms equipped with latest multimedia projectors and Wi-fi enabled campus as well as hostels.

The ICT services have proven to be a facilitator for the students as they can access the following information all times through the internet.

1. All important notices/circulars
2. Upcoming events
3. Syllabus
4. Academic calendar
5. Teaching schedule
6. Assignments and dates of submission
7. Examination schedule
8. University Results
9. Placement derives
10. Contacts of key persons

## 6.3.6 Human Resource Management

The human resource management is taken care by the administrative section. It undertakes issues pertaining to

## Recruitment

- Leave rules and records.
- Gratuity
- Skill up gradation of non teaching staff.

## 6.3.7 Faculty and Staff recruitment

Regarding recruitment of the staff and faculty, college follows rigorous procedure of recruitment as per the rules and norms laid down by University and Government of Gujarat. At the outset, following procedure has been adopted for filling of the post of faculty.

- Posts are advertised in regional news-papers.
- The selection committee is constituted by the C. U. Shah University.
- After interviewing the candidates, the selection committee submits its report to the competent authorities.
- The approval of the staff and faculty member is granted by the University as per norms.
- The qualification criteria for the particular posts are strictly followed.
- The reservation rules framed by the government are followed for the selection.
- In view of non-availability of suitable candidates for the corresponding category, post is filled in temporarily on ad-hoc basis.

## 6.3.8 Industry Interaction / Collaboration

A dedicated Industry-Institute Interaction Cell has been setup which interacts with the Industry. Meetings with representatives from various Industrial Corporations, Industries and other stakeholders are regularly organized in order to understand the needs of the industry so that necessary skills can be imparted to the students to make them industry ready. The Industry-Institute Interaction Cell also includes an active Training & Placement Cell which pursues the very important role of Student Placement by interacting with potential employers and understanding their needs.

The college faculty and students are in constant touch with industrial environment through personal visits to industries and by inviting eminent from industries to act as guest faculty. This interaction helps in the training and placement of students.

## 6.3.9 Admission of Students

The admissions for students are done at the state level through the Admission Committee for Professional Courses, Government of Gujarat, Ahmedabad and the institute does not have any say in formulating the procedures and methodologies to be followed for admission programmes.

## 6.4 Welfare schemes for

Teaching	Provident Fund Scheme for employees. 100% of staff have availed such facility. <input type="checkbox"/> GROUP SAVINGS LINKED INSURANCE (GSLI) for employees. 100% of teaching staff & non teaching staff have availed such facility. <input type="checkbox"/> Availability of On duty leave, maternity leave, paternity leave, medical leave, study leave are some of the leave facilities implemented for the welfare of the employees. 100% of staff have availed such facility.
Non teaching	Provident Fund Scheme for employees. 100% of staff have availed such facility. <input type="checkbox"/> GROUP SAVINGS LINKED INSURANCE (GSLI) for Administrative staff and Lab. Assistants. <input type="checkbox"/> Availability of On duty leave, earned leave, maternity leave, paternity leave, medical leave for Administrative staff and Lab. Assistants. <input type="checkbox"/> The college provides free uniforms periodically to its entire class 4 staff including peons and sweepers.
Students	1. Governmental scholarships and free ships (for OBC, EBC, SC/ST) 2. Fee waivers and payment of fee in instalments 3. Post matriculate Minority scholarships 4. Scheme for economically weaker class. 5. Medical assistance for students

## 6.5 Total corpus fund generated

Since our institute is self-financing institution, we get the income mainly from tuition fee receipts. The college also receives amount through bank loans to meet the expenditures for running the institutions. The expenditure mainly consists of salary payments, laboratory infrastructure & building infrastructures and maintenance.

6.6 Whether annual financial audit has been done    Yes     No

## 6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	----	Yes	C. U. Shah University
Administrative	NO	----	Yes	C. U. Shah University

## 6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes      Yes       No

For PG Programmes      Yes       No

## 6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

## Evaluation Reforms:

1. After completion of the each internal examination paper the answer sheets are immediately given the concerned subject teacher who has to display the result of that subject within 5 working days.
2. After declaring the result there is a open end discussion in the class and students are satisfied by showing their accessed answer sheets.
3. After overcoming the all grievance (if any) the final results are displayed in online portal of the institute

## 6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

1. College has the freedom to invite visiting faculty.
2. College is encouraged and guided by the University to apply for GSPC and other Funding Agencies.
3. The faculties in the colleges are also encouraged to participate in conferences and seminars. Application for the research projects of them are duly forwarded by the University.
4. The University provides a free platform to the faculty to interact with the university faculty including sharing research facility, library facility, etc..
5. The colleges are given the autonomy to choose the courses that they want to offer in the optional and elective areas.



#### 6.11 Activities and support from the Alumni Association

The students who have completed their UG or PG are asked to fill the alumni Association form through which we are taking the students up to date information including his current position (if employed).

Alumni give regular feedback to our students about the employability skills and make them aware about the current scenario of dynamic corporate sector.

#### 6.12 Activities and support from the Parent – Teacher Association

The institute conducts regular interaction with parents in matters concerning to students' individual and collective development, examination patterns and results, student attendance system, teaching-learning methodology etc. The parents are regularly informed regarding the academic progress of their child/ward by means of letters, SMS, telephonic conversations, personal meetings etc. and suggestions regarding enhancement of the teaching learning process arising from those meetings are actively considered and many of them are implemented as & when feasible. Parents association forms a core part of the institute's policy of taking all the stakeholders into consultation while framing new & improved policies for overall improvement in the quality of education being imparted.

#### 6.13 Development programmes for support staff

Non - Teaching staff are permitted to undergo Computer Training and Technical staff is also encouraged for skill up gradation.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

- All important communications and circulars are circulated in soft copy format in order to move towards the concept of establishing 'Paperless Office.
- Efficient utilization of water and electricity is undertaken in order to minimize energy wastage.
- Tree plantation drive is conducted on all important events and occasions of national importance like Independence Day, Republic Day, etc.
- The campus boasts of a variety of species of flowering and non-flowering plants which gives a pleasing appearance to the campus.
- Regular Cleaning of Campus.
- Reduction in Plastic Waste.
- The University is a Tobacco Free Zone.

**Criterion – VII****7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

The faculties put online lecture plan and laboratory schedule which have a great impact on increasing the attendance of students in regular academic session.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. SPR (Student Progress Report) and APR (Academic Progress Report) are generated each month to supervise regularity of students and teaching.
2. Parents of students with less attendance are called to meet in person and appropriate counseling is provided by Class counselor and H.O.D.
3. During paper showing time of sessional exam, the concerned teachers are providing the solution of questions with interactive session.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Curriculum design by conducting BOS meeting.
- Wi-fi enabled campus.

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Use of Recyclable Materials
- Waste Management System
- Silence Zone awareness on campus
- Tobacco Free Campus

7.5 Whether environmental audit was conducted?    Yes        No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**Strengths:**

1. Well-equipped class rooms with Projector, Computer, Audio -Visual Equipment, Mice Systems.
2. Learned and qualified staff members with diversified specialization.
3. 24 X 7 Internet Facility, Boys-Girls Separate Common Room for reading.
4. Library with ample of books, volumes and journals

**Weaknesses:**

1. No consultancy work
2. International student exchange program should be started.
3. Alumni association needs more development.

**Opportunities :**

1. Institute is looking forward to initiate consultancy support.
2. MoUs must be signed with Industries for better field experience for students.
3. Institute must apply for Research Grants provided by Government Organizations.
4. Institute must establish mechanism to support inter disciplinary Research.
5. MoUs must be signed for the placement of students.
6. Strategic alliances with the National Institution.

**Challenges:**

1. Competition.
2. Placement
3. To produce maximum Entrepreneurs.
4. Faculties need to remain updated with the latest technologies and trends.
5. Maintain academic quality.

## 8. Plans of institution for next year

1. Emphasis will be given to enrol maximum number of UG and PG Students to enhance the research activities.
2. Departments will be encouraged to organize research Seminar / Workshops / Conference / Talks / Guest Lectures of International / National / State / Local Level.
3. Research activities are to be promoted and to established linkages with other organizations and universities.

Name: Mr. Santosh Kumar Vaidya

Name: Dr. Dharmesh K. Golwala

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*Signature of the Coordinator, IQAC*

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*Signature of the Chairperson, IQAC*

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**Annexure I**

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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