



Shri Gujarati Samaj, Indore

**Shri Jayantilal Hirachand Sanghvi Gujarati
Innovative College of Commerce and Science**

Educational Complex, Scheme No 54, Near Bombay Hospital, Indore – 452010

ANNUAL QUALITY ASSURANCE REPORT

SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

(NAAC)

BANGALORE – 560072

2017-2018

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

Shri Jayantilal Hirachand Sanghvi Gujarati Innovative
College of Commerce & Science

1.2 Address Line 1

Educational Complex

Address Line 2

Scheme No. 54, A.B road, near Bombay Hospital.

City/Town

Indore

State

Madhya Pradesh

Pin Code

452010

Institution e-mail address

sgsiccs@gmail.com

Contact Nos.

0731-2571155, 2571156

Name of the Head of the Institution:

Dr. Saurabh Parikh

Tel. No. with STD Code:

0731-2571155

Mobile:

9826089722

Name of the IQAC Co-ordinator:

Prof. Abhijeet Nimgaonkar

Mobile:

9926734267

IQAC e-mail address:

sgsiccs@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)

MPCOGN19352

1.4 **NAAC Executive Committee No. & Date:**

*(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)*

EC(SC)/05/A&A/050 dated 03-Mar-2015

1.5 Website address:

www.gujaratiinnovative.co.in

Web-link of the AQAR:

www.gujaratiinnovative.co.in/reports/AQAR201718.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.81	2015	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

16/09/2013

1.8 **AQAR for the year** *(for example 2010-11)*

2017-2018

1.9 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))*

i. AQAR 2015-16 submitted to NAAC on 21/10/2016 (DD/MM/YYYY)

ii. AQAR _____ (DD/MM/YYYY)

iii. AQAR _____ (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

1.10 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 ☒

1.11 Type of Faculty/Programme

Arts ☐ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Devi Ahilya Vishwavidhyalaya,
Indore.

1.13 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

04

2.2 No. of Administrative/Technical staff

04

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

2.9 Total No. of members

13

2.10 No. of IQAC meetings held

01

2.11 No. of meetings with various stakeholders:

No.

01

Faculty

01

Non-Teaching Staff Students

01

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

IQAC took feedback from students and alumni to ensure the quality of academic programmes. Many workshops, guest lectures and seminars were organised.

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
Annexure 1 at page no 25	

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes

☒☐

Management

☒

Syndicate

☐

Any other body

☐

Provide the details of the action taken

Discussed and approved by governing body.

Part – B

Criterion – I

I. 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				
PG	05		05	
UG	09		09	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	14	–	14	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	–
Annual	–

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.

Syllabus is designed uniformly by MP higher education and university

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
45	36	03	04	02

2.2 No. of permanent faculty with Ph.D.

11

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
36	01	03		04		02		45	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

—	—	—
---	---	---

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	03	02	
Resource Persons			

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

There is a provision of library period, peer teaching, practicum's and assignment. Innovative methods like seminars, group discussions were used.

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

184

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

NO

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

--	--	--

2.10 Average percentage of attendance of students

76%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
P.G.	88	9.1	56.81	29.54	6.81	73.86
U.G.	3081	1.2	25.12	50.08	17.98	57.22

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

IQAC motivates the faculties to attend the Refresher/Orientation/Faculty development programmes, so as to enhance their skills. Committee analyses the teaching quality, teaching methods and provides inputs/suggestions for improvement in the IQAC meeting.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
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	12			
Technical Staff	06	02		

Criterion – III

3. Research, Consultancy and Extension

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

IQAC promotes faculty members to attend and present papers in conference and seminars and college also sanctions special leaves and also provides financial help.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

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				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

Total	International	National	State	University	Dist	College

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

04

00

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

00

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

2

State level

1

National level

International level

3.22 No. of students participated in NCC events:

University level

State level

National level

01

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

College forum

02

NCC

0

NSS

10

Any other

01

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

- Human chain formed by student to oppose china product .
- Swachhata Abhiyaan on the occassion of Gandhi Jayanti.
- Distribution of woolens and articles of daily need to an NGO of multichallenging students.
- A gracious programme on the occasion of Sanvidhan Diwas on the basis of article 51- A of constitution.
- AIDS & Cancer Awareness programme.
- One week special programme on Digital India System in college as well as in near by areas.

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 (built up in Sq.m)	5927.76		Management	
Class rooms	25		“	25
Laboratories	11		“	11
Seminar Halls	01		“	01
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Yes, administration is fully computerized, but library is partially computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6772	1586789	497	132103	7269	1718892
Reference Books	1115	531995	83	23562	1198	555557
e-Books & e-Journals	103000	5775			103000	5775
Journals	13	24085			13	19950
Digital Database						
CD & Video	242	23892	44	2616	286	26508
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	103	03	02			07	05	
Added	—							
Total	103	03	02			07	05	

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

New technology training for faculties -- MS word & Excel, Tally & SPSS.

4.6 Amount spent on maintenance in lakhs :

i) ICT	37785
ii) Campus Infrastructure and facilities	298421
iii) Equipments	267874
iv) Others	1569456
Total :	2173536

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Scholarship for deserving students including ST/SC/OBC.
- Earn and learn teaching methodology, skill development program, college magazine, remedial classes, industrial visit, Social awareness programme.

5.2 Efforts made by the institution for tracking the progression

Students progress by the means of unit tests, assignments, participation in different activities and sessional work . Progress record of passed out students is also maintained by Alumini Committee.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2333	120	Nil	Nil

(b) No. of students outside the state

–

(c) No. of international students

–

No	%
1516	62

Men

Women

No	%
912	38

Last Year(2015-16)						This Year(2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1176	231	69	886		2362	1174	236	57	961		2428

Demand ratio 114.46%

Dropout %

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

No

No. of students beneficiaries

Nil

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

Guidance and counselling centre provides professional assistance that helps students to adjust in social life and also assist them in making responsible in nature and their decisions according to the physical, social, emotional and psychological traits. This centre also provides detail information and guidance for higher education, competitive exams and best career choices according to individual capacity.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			05

5.8 Details of gender sensitization programmes

- Grievance cell for woman
- Self defence workshop for girls students

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	40	279950
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

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

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: The institution has a pronged vision of advancing knowledge through research, imparting higher education .in calculating socially relevant values with excellence in all pursuits.

Mission: Our efforts are dedicated towards imparting quality and value based education to raise the satisfaction level of our students.

We strive to develop citizens with knowledge, skill and character leading to societal transformation and national development

6.2 Does the Institution has a management Information System

Yes – MIS is in place.

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

6.3.1 Curriculum Development

- * Teaching plans and methodologies.
- * Subject allocation as per specialization of teacher.

6.3.2 Teaching and Learning

Remedial classes, well stocked library, innovative practices in teaching.

6.3.3 Examination and Evaluation

Exams are conducted according to the norms of Devi Ahilya Vishvavidhyalaya Indore. CCE is being conducted for creating consistency in learning through various types of methods.

6.3.4 Research and Development

Institution motivates faculties to publish their research work by providing them D.L. for that and pay half amount of registration fee.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is fully equipped with books, journals, magazines, display boards and reading tables.

6.3.6 Human Resource Management

Spoken English and P.D. classes for non –teaching staff.
Teaching members are encouraged to present papers in conferences. They are given DL's and also reimbursed 50% of registration fees.

6.3.7 Faculty and Staff recruitment

Proper procedure is adopted by management for recruitment which includes demo class, written test and personal interview. For staff personal interview is conducted.

6.3.8 Industry Interaction / Collaboration

Industry Interaction is integrated for B.B.A. programmes.

6.3.9 Admission of Students

Students are admitted as per the norms.

6.4 Welfare schemes for

Teaching	P.F, Gratuity, ESIC, cash incentives for paper presentation, academic leaves, Medical facility.
Non teaching	loan facility
Students	Counselling, career guidance, placements and scholarship.

6.5 Total corpus fund generated

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
Administrative	yes	Dinu Bhai & company	yes	CA Hitesh ji mehta
Academic	No	--	No	--

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?

The University appointed flying squad to keep the daily accounts of question papers, answer sheets, additional sheets and recording of any irregularities.

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

6.11 Activities and support from the Alumni Association

320 students are the part of alumni association

- Alumni's shares experience with present students
- Subject specific input, exam related and career counselling.

6.12 Activities and support from the Parent – Teacher Association

Regular meeting held, student counselling and problem solving, parents oral feedback, focused on improvement area of student

6.13 Development programmes for support staff

- A workshop on “fundamental of computer” was organized for support staff.

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

- College restrict the use of polythene bags in college campus.
- Plantation in college campus.

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.

- CCE are uploaded to website.
- All notices are uploaded to website.

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

Yes

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

- College organises co-curricular and sports activities throughout the year and provide certificate and prize to winner, morning assembly with news and thoughts is organised on regular basis.
- Camps on Blood donation and AIDS/Cancer awareness.

7.4 Contribution to environmental awareness / protection

Activities like Swachhata mission was organised for the students of the college. Teacher motivates the students to keep the environment clean and healthy.

7.5 Whether environmental audit was conducted? Yes

☐

No

☒

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

Strength: Experienced, highly qualified, competent and dedicated teachers

Weakness: Poor socio-economic background of the students is a constraint on the level of accessibility to various fields of higher education

Opportunity: To set up more professional/job oriented courses

Threats : upcoming colleges in the vicinity

8. Plans of institution for next year

- To achieve high standards in research and development.
- To organise more no. of workshops and national level conferences.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*_____

Institutional Academic Annual Calender 2017-18
For Odd Semester

S.No.	Activities	Schedule Dates
1	Admission Process (UG)	As per Dept of Higher Education
2	Admission Process (PG)	As per Dept of Higher Education
3	Section allotement	30-Jul-17
4	Regular academic Classes	1 July 2017 till exam declaration
5	Events During this year	
	Induction Programme	3rd week of July
5.1	Seminar on Personality Development	2nd week of August
5.2	Rainy Day Celebration with song competition	2nd week of August
5.3	English Workshop to develop verbal communication skills	3 rd week of August
5.4	Independence day celebration	15-Aug
5.5	Extension activities by NSS	3rd week of August
5.6	blood group detection camp	3rd week of August
5.7	Co- Curricular activities	3rd week of August
5.8	Co- Curricular activities - Debate & extempo	2nd Week of September
5.9	Industrial visit for students	3rd week of September
5.10	Teacher's Day Celebration	5th of September
5.11	Co- Curricular activities - Dance competition	2nd week of September
5.12	Seminar on Vedic Mathematics	3rd week of September
5.13	GD & PI training session	3rd week of September
5.14	NSS Day Celebration	24th Sepetember
5.15	Alumni Meet	Last Week of September
5.16	Hindi Pakhwara	14th to 19th September
5.17	Rally on the occasion of Gandhi Jayanti & Shashtri Jayanti	2nd October

5.18	Extension activities by NSS	2nd week of October
5.19	Activities by Career guidance & Placement cell	2nd week of October
5.20	Navratri Celebration	2nd week of October
5.21	Industrial visit for students	Last week of October
5.22	Rally on the occasion of Sardar Vallabhbhai Jayanti	31st of October
5.23	Blood Donation Camp	2nd week of November
6	CCE Internal Test	4th week of September
7	Practical Exam	As per University schedule
8	Semester Exam	As per University schedule
9	Result Declaration	As per University schedule

For Even Semester

S.No.	Activities	Schedule Dates
1	Regular Academic Classes	1 Jan 2018 till exam declaration
2	CCE Internal Test	2nd week March
3	Practical Exams	As per University schedule
4	Result Declaration	As per University schedule
5	Fifth Coming Events During 2015	
5.1	College Annual Function Will be Organize	Last Week of Jan
5.2	NSS Camp adopted village	First week of Feb
5.3	Industrial Visit for Student	Second week of Feb
5.4	Science Week	Last Week of Feb
5.5	Co- Curricular Activities	1st Week of March
5.6	Womens Day (activities for women Empowerment)	2nd week March
5.7	GD & PI Training Session	2nd week March

Action taken & Achievements
1. Admission Responsibility :- Distributed to each group of faculties.
2. Talent Search :- Selected students for future contribution in college activities.
3. Finding weak students :- Special classes taken for improvement their basic knowledge.
4. Faculty Development programme :- Compulsory presentation by each faculty.
5. Research Paper :- Attended submitted by most of the faculty in national and international conferences and seminar with ISSN & ISBN.
6. Open campus for job :- Many students selected by companies through career guidance cell.
7. Sports :- Many students selected in university team and get prizes. Highest participation in university & state level up to 33 categories.
8. Cultural activities :- Maximum participation by students & 23 items presented in Annual function and other competitions outside college.

PHOTO GALLERY

Visit to NGO



Survey for Polythene free Environment



AIDS Awareness Programme



Medical Camp at Bhangarh



Swachhhta Abhiyan at Bhangarh



Yoga Diwas



Self defence workshop for girls



Street Play for “Beti Bachao Beti Padhao ”



Matdata Jagarukta Programme



Matadata Jagarukta Rally



Blood Group Detection Camp



POSTER COMPITION ON SWACCHA PARYATAN SWACCHA BHARAT



Blood Donation Camp



Tree Plantation



