The Annual Quality Assurance Report (AQAR) of the IQAC
2017-18

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

1. Details of the Institution

1.1 Name of the Institution

> Gurukul Mahila Arts and Commerce College

1.2 Address Line 1

> Jubilee,

Address Line 2

> Bokhira,

City/Town

> Porbandar.

State

> Gujarat

Pin Code

> 360575

Institution e-mail address

> gurukulac@yahoo.co.in

Contact Nos.

> 9979881990

Name of the Head of the Institution:

> **Dr. Anupam R. Nagar**

Tel. No. with STD Code:

> 0286 2245561

Mobile:

> 9979881990

Name of the IQAC Co-ordinator: Dr. Jayeshkumar A. Bhatt

Mobile: 9825759355

IQAC e-mail address: gurukulac@yahoo.co.in

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   GJCOGMC1966

1.4 **NAAC Executive Committee No. & Date:**   March 31, 2007/391
(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)

1.5 Website address: https://gurukulpbr.wordpress.com

Web-link of the AQAR: https://gurukulpbr.wordpress.com/AQAR/2017-18

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+		2007	5 YEARS
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   15.06.2008

1.8 **AQAR for the year** *(for example 2010-11)*   2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

Note: No reports have been submitted to NAAC since 2011. However, as I have taken charge as Principal from Nov. 2017, I propose to revive the AQAR process and make our timely submissions from 2017-18 onwards.

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)* | Bhakt Kavi Narsinh Mehta University, Junagadh |

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   11

2.2 No. of Administrative/Technical staff   03

2.3 No. of students   02

2.4 No. of Management representatives   01

2.5 No. of Alumni   00

2. 6 No. of any other stakeholder and

community representatives   05

2.7 No. of Employers/ Industrialists   00

2.8 No. of other External Experts   00

2.9 Total No. of members   22

2.10 No. of IQAC meetings held : 02

2.11 No. of meetings with various stakeholders: No. 05   Faculty 05

Non-Teaching Staff Students   -   Alumni 05   Others   -

2.12 Has IQAC received any funding from UGC during the year?   Yes   No

If yes, mention the amount | NIL | [ ]   [√]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 01 | International | 01 | National | [ ] | State | [ ] | Institution Level | [ ]

(ii) Themes   **Henry David Thoreau and Indian Thought**

2.14 Significant Activities and contributions made by IQAC

> 1.   FACULTY DEVELOPMENT THROUGH RESEARCH JOURNAL   2. STUDENT DEVELOPMENT PROGRAMME (MENTORING THROUGH CRs) & (UDISHA) 3.   ENGLISH PROFICIENCY PROGRAMME   4. SHALL APPLY FOR KCG: AAA-G EVALUATION (2018-19)

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 *

In accordance with the directives of National Assessment and Accreditation Council (NAAC), the Internal Quality Assurance Cell (IQAC) of Gurukul Mahila Arts and Commerce College, Porbandar endeavoured to examine the progress and achievements of all the undertakings of the institute in an effort to guarantee the accountability regarding its own quality and integrity to all its stakeholders i.e. students, parents, faculties, and the community at large.

The IQAC has also attempted to streamline procedures in order to ensure the following: timely, efficient and effective performance of academic, administrative and financial undertakings, application and quality of academic programmes, enhancing the quality of human resources by integrating values oriented with modern methods of teaching and credibility of evaluation procedures.

❖ **Plan of action for the year 2017-18**
  * To initiate Short-term/Add-on programmes like Spoken English, Sanskrit Grammar, Practical banking, Tally, Preparation for Competitive examinations, Fashion Designing and Performing Arts.
  * To initiate SCOPE (English Proficiency) module for all the first year students.
  * To initiate publication of research journal 'Samvid' and the newsletter 'Gurukul Samachar' (English) & 'Arya Kanya Gurukul Samachar Patrika' (Gujarati)
  * To have departmental interface meets in the months of Jan and Feb. 20-18.
  * To make efforts at raising the health and hygiene levels of the students through health care and health education sessions.

The targets for achieving the goals are in tune with the objectives and strategies planned:

  ▪ Gurukul Mahila Arts and Commerce College, Porbandar was established in the rural setting of Porbandar in the year 1966. Here, a majority of the students come from the surrounding

villages don't have educational environment either at home or in their community. Basic Communicative English and knowledge of computers are the prime need and demand of the time. Keeping this fact in mind, the institute has decided to offer SCOPE programme to all the first-year students from JUNE 2018.

- In addition, to strengthen Basic Communicative English, in-house English Proficiency Programmes have also been initiated. 206 students took the benefit and got Certificates during the year 2017-18. In addition, the institute has launched a Certificate Course in Fashion-Designing this year. Furthermore, various short term courses like Practical banking, Practical accounting through computer software, Sanskrit Grammar, Spoken English, Coaching for Competitive examinations etc. have been initiated in the year 2017-18.
- To incorporate ICT methodology, apart from the old lecture method, the institute proposes to provide the faculties, particularly, Heads of the Depts. with ICT facility. In addition, the College has installed multi-media facility in the Conference room. The teachers as and when necessary, make use of the ICT methodology in their concerned subjects.
- Gurukul Mahila Arts and Commerce College, Porbandar has also established Career Counselling and Development Centre (CCDC) since 2007 and has been running successfully since its inception. The CCDC frequently organizes competitive examination classes; career related training programmes and guest lectures and thereby provides useful information and guidance to the final year students. For example, Dr. Parul Dwivedi of Parul University, Baroda and Ruzan Khambatta (Ahmedabad) successfully conducted Awareness/Motivational programmes for over 300 girls.
- Gurukul Mahila Arts and Commerce College, Porbandar has facilitated the Government's policy for providing FREE EDUCATION to girls, in all the courses adopting the Government Policy for the SC/ST/OBC students for admission. The Institute has made all efforts to reach different segments of the Society. Students who are economically weak are given special scholarships and special efforts are made by the faculty members to motivate them to excel. An amount of Rs. 1133370/- was paid to the reserved category students (333) this year.
- Students and teachers are constantly directed to shed narrow and parochial loyalties and prepare themselves to serve the society and the world. Through the Book-Bank facility, NSS and Community-Services Society students learn to help the poor and the unfortunate. They are made sensitive to and aware of the problems of the people living around them in society. In addition they are given an opportunity to listen to experts in various disciplines in workshops and seminars. Thus the students are sensitized to the issues and concerns of rural development. They are encouraged to ponder in depth on the related issues and advised to avail themselves of opportunities to participate in rural development activities.

* Academic Calendar of the year attached as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes √   No

Management √   Syndicate   Any other body

1. Provide the details of the action taken:

   a. The management's attention was drawn to the non-submission of AQAR reports since 2011 and it was resolved by the management to revive the practice from the academic year 2017-18.
   b. The management also resolved to go in for the second cycle of reaccreditation in the year 2019-20.

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	-	-	-	-
PG	-	-	-	-
UG	02	00	00	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	00	12	12	07
Others				
Total	**02**	**12**	**12**	**07**

Interdisciplinary	-	12	12	07
Innovative	-	-	-	-

(i) Flexibility of the Curriculum: CBCS/~~Core/Elective option / Open options~~
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester √	02
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: **Provided in Annexure-1**

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

No

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 Principal
12	01	10	00	01

2.2 No. of permanent faculty with Ph.D.

09

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

Asst. Professors		Associate Professors		Professors		Others Principal		Total	
R	V	R	V	R	V	R	V	R	V
00	06	00	00	00	00	01	00	01	06

2.4 No. of Guest and Visiting faculty and Temporary faculty

06		-		-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	01
Presented papers	10 + 01	05 + 01	-
Resource Persons	-	-	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:
- ✓ Use of Audio-Visual aids, Group discussion, Dramatisation, Practicals, Presentations etc.
- ✓ The college offers value-added courses to enhance the moral and ethical values among the students. *Saptadhara i*s made compulsory for all UG students with the aim to help the students to be fit, intellectually, emotionally, physically and mentally.
- ✓ Career oriented/Add-on courses like Spoken English, Practical Banking, Performing Arts and Fashion Designing are being offered to make the students more employment worthy.
- ✓ Introduction of a **Course in Environmental Studies** for all the first year students.

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

188

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

As per affiliating University rules

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

06		-		-

2.10 Average percentage of attendance of students   85

2.11 Course/Programme wise
    distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	59	13.55%	72.88%	05.08%	-	-
BCOM.	68	07.35%	35.29%	13.23%	-	-

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

The IQAC of the institution contributes/monitors and evaluates the Teaching & Learning processes by way of conducting the periodical meetings. The outcomes of various suggestions/proposals are recorded for improving the system of the quality of education. It also decides on the measures to be taken to improve and sustain the quality of higher education.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	00
UGC – Faculty Improvement Programme	01
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
International Faculty Development Programme (KCG & GTEP Edu.-UK)	02

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	00	06	00	06
Technical Staff	01	01	00	00

Criterion – III

3. Research, Consultancy and Extension

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

> ✓ To organise Skype sessions for the students and faculties.
> ✓ To organise International Level Seminar on Henry David Thoreau and Indian Thought
> ✓ To initiate a multi-lingual refereed research journal for the faculties

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.4   Details on research publications

	International	National	Others
Peer Review Journals	02+03	00	00
Non-Peer Review Journals	00	00	00
e-Journals	00	00	00
Conference proceedings	01	01+02	00

3.5 Details on Impact factor of publications:

Range [ ]   Average [ ]   h-index [03]   Nos. in SCOPUS [ ]

Note: Dr. Anupam Nagar's details can be accessed at **https://scholar.google.co.in/citations?user=Gtcb6-AAAAAJ&hl=en**.

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	--	--	--	--

3.7 No. of books published   i) With ISBN No. | 02+02 | Chapters in Edited Books | 00 |

   ii) Without ISBN No. | 00 |

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	01	00	00	00	00
Sponsoring agencies	--	--	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons | 01 |

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	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

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
00	00	00	00	00	00	00

3.18 No. of faculty from the Institution
who are Ph. D. Guides   02

and students registered under them   02

3.19 No. of Ph.D. awarded by faculty from the Institution   01

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

JRF 00   SRF 00   Project Fellows 00   Any other 00

3.21 No. of students Participated in NSS events:

University level 00   State level 00

National level 02   International level 00

3.22 No. of students participated in NCC events:

University level 00   State level 00

National level 00   International level 00

3.23 No. of Awards won in NSS:

University level 00   State level 00

National level 00   International level 00

3.24 No. of Awards won in NCC:

University level 00   State level 00

National level 00   International level 00

3.25 No. of Extension activities organized

University forum 00   College forum 04

NCC 00   NSS 09   Any other 00

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

- Yoga awareness

- Cleanliness awareness

- Sanitation awareness

- Thalassemia testing camp/ awareness

- Blood donation camp

- Voter awareness

- Enrolment campaign for voter ID

- Departmental parents-alumnus meet

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	4.46 acres	-	-	-
Class rooms	12	-	-	12
Laboratories	04	-	-	04
Seminar Halls (Prarthana Mandir)	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	01	-	-	01

4.2 Computerization of administration and library

> 1. Administrative setup has been computerized since 2011.
> 2. Computerisation work of library has been initiated from March 2018.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	-	-	-	-	-	
Reference Books	-	-	306	77137/-	306	77137/-
e-Books	-	-	-	-	-	-
Journals	-	-	03	4635/-	03	4635/-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	77	36 + 31	-	-	01	3 + 1	-	05
Added	-	-	-	-	-	-	-	-
Total	77	36 + 31	-	-	01	3 + 1	-	05

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

Internet awareness and computer awareness programmes for students

4.6 Amount spent on maintenance in lakhs :   (As per Audit Report of 2016-17)

i) ICT

11999

ii) Campus Infrastructure and facilities

60111

iii) Equipments

48640

iv) Others

-

Total :

120750/-

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> ✓ Organized International level seminar on Henry David Thoreau and Indian Thought on 17.02.2018 to inculcate an aptitude towards research

5.2 Efforts made by the institution for tracking the progression

> The Career Development Centre provides periodic vocational guidance to our Alumnus for further studies. In addition, from the current academic year every department is maintaining a record of the progress of their Alumni.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
584	00	-	-

(b) No. of students outside the state

00

(c) No. of international students

00

Men
No	%
00	00

Women
No	%
584	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
90	46	06	474	-	616	75	34	06	468	01	584

Demand ratio 1:.08   Dropout 10%

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

> - Classes for entry into services for students
> - Classes for Vedic mathematics for students

No. of students beneficiaries

120

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

Career counselling and development cell has been arranging various expert lectures and classes for entry into services

No. of students benefitted [500]

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
00	00	00	00

5.8 Details of gender sensitization programmes

[--]

5.9 Students Activities

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

State/ University level [00]   National level [00]   International level [00]

No. of students participated in cultural events

State/ University level [00]   National level [00]   International level [00]

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

Sports : State/ University level [00]   National level [00]   International level [00]

Cultural: State/ University level [00]   National level [00]   International level [00]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	333	1133370/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level `00`   National level `00`   International level `00`

Exhibition: State/ University level `00`   National level `00`   International level `00`

5.12   No. of social initiatives undertaken by the students   `07`

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

Criterion – VI
6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : To Uplift Girls from their Mufossil, almost Illiterate Background And Train Them Smartly Enough To Meet The Fast Approaching Challenges Of Global Competence

Mission: Time-tested traditions + Tide of Talent = Modern India

6.2 Does the Institution has a management Information System

Yes (Brochures; Regular Notice-reading in Morning Assembly and Administrative & Academic Notice-Boards for percolation of Information)

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

    6.3.1   Curriculum Development

> ✓ Members of the BoS meet twice in a year and discuss curriculum-up gradation

    6.3.2   Teaching and Learning

> ✓ Use of ICT methodology; Student-centered approach

    6.3.3   Examination and Evaluation

> ✓ Total implementation the rules and regulations of Saurashtra University, Rajkot and Bhakt Kavi narsinh Mehata University, Junagadh

    6.3.4   Research and Development

> ✓ Annual Publication of refereed research Journal - **Samvid** (Procurement of ISSN is in process)
> ✓ International level seminar organized on **Henry David Thoreau and Indian Thought** on 17.02.2018

    6.3.5   Library, ICT and physical infrastructure / instrumentation

> Work to fully computerize the Library with software and Bar-coding has been initiated from March 2018.

    6.3.6   Human Resource Management

> ✓ Decentralized framework with over 18 committees

    6.3.7   Faculty and Staff recruitment

> 06

6.3.8 Industry Interaction / Collaboration

```
-
```

6.3.9 Admission of Students

```
As per rules and regulations of Bhakt Kavi Narsinh
Mehta University and Govt. of Gujarat.
```

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	-

6.5 Total corpus fund generated

```
12,64,048/-
```

6.6 Whether annual financial audit has been done   Yes | - | No | ✓ |

6.7 Whether Academic and Administrative Audit (AAA) has been done? No (But we propose to go in for AAA-G in 2018-19)

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

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?

> CBCS and bi-semester system was introduced in the year 2010.

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

> No efforts have been made so far. However, this year, in the second term a proposal for setting up a University has been placed before the Management.

6.11 Activities and support from the Alumni Association

> The Alumni are invited annually during the annual Students-parents-teachers' meet and provided with necessary guidance and motivation to reach out to the rural areas for improving girls' enrollment.

6.12 Activities and support from the Parent – Teacher Association

> Every year the Parents are invited to share their views/observations during the annual Students-parents-teachers meet.

6.13 Development programmes for support staff

> FDPs are proposed.

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

> ✓ Trees are planted and nurtured on a regular basis
> ✓ Dustbins are placed within easy reach of students
> ✓ Use of mobile is not permitted in the College
> ✓ A course in Environmental Sciences is being offered to the FY students from Feb. 2018 onwards.

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.

> ✓ Guidance Seminar was held for GPSC, UPSC, and other jobs opportunities. Dr. Pavan Dwivedi was the expert from Parul University, Baroda ; over 100 students attended the seminar.
>
> ✓ Under the *Saptadhara* initiative of *Swarnim Gujarat*, every alternate week for an hour the students are trained as per their choice in various skills ranging from dramatics, speaking, reading listening & writing skills, community service, fine arts, creative writing, music and sports. Thus, the students are provided with a very good platform for their multifaceted development. The institute tries its best for the all-round development of students, which is one of the major goals of the institute.
>
> ✓ We have initiated for our students an **English Proficiency Course** where in students are taught communicative and spoken English in ELL.

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

Sl. No.	NAAC recommendations made in 2007	ATR
1	The College should prepare a master plan for its future development especially in view of the major changes that are happening globally and locally with the advancement of technology, knowledge and skills.	A proposal to establish a Rajratna Nanjibhai Kalidas Mehta University has been submitted to the Arya Kanya Vidyalaya Trust in the Board Meeting held at Mumbai on 12.03.2018.
2	Management must take appropriate steps to further increase the students' strength which had declined in the past.	The attention of the management has been drawn to the recommendation.
3	The College must promote research activities among the faculty and project work among the students.	The College has applied for ISSN for the College Research Journal titled as **Samvid-A Multi-lingual Refereed Journal**.
4	The college may plan the introduction of more entrepreneurial and job oriented courses.	From the second term 2017-18, as many as 12 short-term job-oriented courses have been offered to the students.
5	Faculty should be exposed to latest instructional techniques for updating their knowledge and implementing the same in day-to-day teaching learning process.	The College proposes to initiate FDPs (subject-wise) from the current academic year.
6	The college should try automation of the working of the administration. The library	The Administrative set up has been automated; Computerization of the Library has been initiated

	should be computerized on a priority basis.	since March 2018.	
7	Career guidance should be strengthened and the Placement cell be established. Alumni Association should be strengthened.	CCDC organises awareness programmes every year; Short-term Courses for preparation of competitive examinations are being conducted from the second term; Departmental interface meet have been initiated from Jan. 2018 to strengthen the alumni association.	
8	More library time should be provided to the students by extending the working hours of the library. The books of the library should be kept in the premises of the College library. More academic journals should be subscribed to serve the needs of the faculty and the students.	The management's attention has been drawn to the matter regarding extension of Library working hours; Re-arrangement of books has been done this year. All reference books are stacked in the central library while book-bank is being stacked in the Prarthana Mandir.	
9	Home-Science labs need to be upgraded	Proposals are being prepared to place before the management.	
10	The programmes and activities of the Hobby centre need to be expanded and strengthened.	The practice has been substituted with the *Saptadhara* initiative of the Government of Gujarat.	
11	Computer awareness programmes should be imparted to all the students.	Short-term Basic & Advanced Computer courses have been initiated this year.	
12	The College may take initiative to start some PG programmes.	Proposals are being invited from the staff members.	
13	The College magazine should be revived to provide a platform for students for self-expression and to encourage and improve their writing skills.	Two newsletters - **Gurukul Samachar** (English) & **Arya Kanya Gurukul Samachar Patrika** (Gujarati) were initiated this year. Efforts are also being made to revive the college magazine **Vaghisha** from the next academic year.	
14	College may take initiatives to organize state/national level seminars for the development of its faculty and providing an exposure to the students about the value of advanced academic activities.	An International seminar on Henry David Thoreau and Indian Thought was organized by the college on 17.02.2018. It was also resolved by the IQAC to organize one district/state/national/international seminar every year.	

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

1. Vedic-chanting; Shanti Path and Yagnam
2. Natural ambience.

7.4 Contribution to environmental awareness / protection

1. Introduction of a Course in Environmental Studies
2. Tree / Grass plantation

7.5 Whether environmental audit was conducted?   Yes [ ]   No [✓]

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

The institute has been sincerely executing all the programmes of the Commissioner of Higher Education, chief among them being the Saptadhara initiative. The Calendar (Annexure II) gives a view of the activities of the various Study-Circle Activities and the Saptdhara initiative executed during the year 2017-18.

8. Plans of institution for next year

As a lead college of the district, the institution is always prepared to undertake new academic programmes to meet the needs of the present and face the challenges of the future. At the same time, we also believe in insuring consolidation of the programmes already initiated. However, for the next academic year we have chalked out the following programmes:

✓ To make efforts to initiate Diploma programme in Fashion Designing and Degree Programme in Commerce (English Medium).
✓ To continue short term courses already initiated in 2017-18
✓ To initiate new short term courses such as Drawing, Soft Toys and Glass Painting.
✓ To make sincere efforts to organize campus interviews for the placement.
✓ To continue efforts for collaboration with NGOs.

Name Dr. Jayeshkumar A. Bhatt   Name Dr. Anupam R. Nagar

Signature of the Coordinator, IQAC   Signature of the Chairperson, IQAC
                                            Principal;
                                   Gurukul Mahila Arts & Commerce College
                                            PORBANDAR

***

DOWN MEMORY LANE 2017-18

INTERNATIONAL SEMINAR ON HENRY DAVID THOREAU AND INDIAN THOUGHT: 17.02.2018		
REGISTRATION	IS: RESOURCE PERSONS	INAUGURAL SESSION
IS: RESOURCE PERSONS	SKYPE SESSION	VALEDICTORY SESSION
ANNUAL PROGRAMME 2018		
VED-GAAN	PERFORMANCE	AWARDEES
FELICITATION	PERFORMANCE	PERFORMANCE

TEACHERS-PARENTS-ALUMNUS-STUDENTS INTERFACE MEET		
 HOME-SCIENCE DEPARTMENT	 HINDI DEPARTMENT	 COMMERCE DEPARTMENT
 GUJARATI DEPARTMENT	 ENGLISH DEPARTMENT	 PERFORMANCE DURING PTM
HIGHLIGHTS 2017-18		
 COLLEGE TASK FORCE	 TEAM GMC	 FELICITATION BY YUVA VIKAS KENDRA
 DRAMATIC PERFORMANCE	 HOME-SCIENCE TY PRACTICALS	 VEDIC MATHEMATICS

HIGHLIGHTS 2017-18		
QUIZ COMPETITION	26TH JAN. CELEBRATIONS	RESEARCH PAPER GUIDANCE
WINNERS IN SPORTS & GAMES	DISCUS THROW	VIVEKANANDA JAYANTI
SELF-DEFENCE CAMP	NSS SPECIAL CAMP	AWARENESS RALLY
ART OF TRANSLATION	DABBAWALA SESSION	THEATRE TRAINING

HIGHLIGHTS 2017-18

POETRY WRITING SESSION	RUCHIKA KAKKAD'S MOTIVATIONAL SESSION	KRDANT COMPETITION
PRONUNCIATION SESSION	ELOCUTION COMPETITION	THALASSEMIA CAMP
RANGOLI COMPETITION	MENTORING SESSION	MUSIC COMPETITION
LEGAL AWARENESS SESSION	BOOK-ARRANGEMENT PROGRAMME	FASHION DESIGNING PROG.

Feedback from Stakeholders

1. **Summary of Parents meet and their feedback**

Name of the Department	Date of meeting	Number of parents present	Feedback
Commerce	29-01-2018	79	• Excellent teaching learning environment with moral values & Vedic culture
Home Science	02-02-2018	47	• Very good infrastructure with huge ground and greenery.
Hindi	08-02-2018	40	• Family environment with discipline
English	14-02-2018	50	• Satisfied with multidimensional development through extra curricular activities and education
Gujarati	20-02-2018	40	• Got suggestion to add transportation facility • Got suggestion for uniform of students

2. **Summary of Alumni meet and their feedback**

Name of the Department	Date of meeting	Number of parents present	Feedback
Commerce	29-01-2018	33	• Very much excited to meet their teachers
Home Science	02-02-2018	16	
Hindi	08-02-2018	12	• Encouraged current students to take maximum benefits of this college
English	14-02-2018	11	• Feeling proud to be with 'Gurukul'
Gujarati	20-02-2018	07	• Promised the students and college to help whenever required.

December 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Vivekanand Vichar	2 જાહેર રજા
3	4 Commerce Study Circle : GST Debate	5 ખેલકૂદ ધારા વિધાર્થી સાથે મીટીંગ અને ટીમની રચના	6 ગીત-સંગીત નૃત્ય ધારા : દેશભક્તિ ગીત સ્પર્ધા તાલિમ/ તૈયારી	7 હિન્દી સાહિત્ય સભા શુભારંભ પરિચય, કાવ્ય પઠન	8 રંગ કલા કૌશલ્ય ધારા : શાકભાજીના રમકડા/ સલાડ ડેકોરેશન	9 મતદાન જાહેર રજા
10	11 Udisha : Entry level Coaching - Numerical Ability	12 ગુજરાતી સ્ટડી કોર્નર ફ્રદંત	13 English study circle : Debate	14 સર્જનાત્મક અભિવ્યક્તિ ધારા ધારા પરિચય	15 હોમસાયન્સ સ્ટડી સર્કલ : વેસ્ટમાંથી બેસ્ટ	16 એન.એસ.એસ. લાઇબ્રેરી સ્વચ્છતા અભિયાન
17	18 Commerce Study Circle : Research Paper	19 ખેલકૂદ ધારા આઉટ ડોર ગેમ્સ	20 ગીત-સંગીત નૃત્ય ધારા : દેશભક્તિ ગીત સ્પર્ધા	21 હિન્દી સાહિત્ય સભા હિન્દી ઉચ્ચારણ કલા	22 રંગ કલા કૌશલ્ય ધારા : રંગોલી સ્પર્ધા	23 જ્ઞાનધારા Elocution
24	**25** Udisha : Entry level Coaching – English Language	26 સ્ટડી કોર્નર વિવિધ સ્પર્ધાઓ	27 English study circle : Paper writing and Quiz Preparation	28 સર્જનાત્મક અભિવ્યક્તિ ધારા : કાવ્ય લેખન	29 સ્ટડી સર્કલ : વેસ્ટમાંથી બેસ્ટ	30 એન.એસ.એસ. કેમ્પ પ્લાનિંગ
31						

દરેક ડીપાર્ટમેન્ટ દ્વારા તા.૧ થી ૯ ડીસેમ્બર ૨૦૧૭ દરમ્યાન પ્રથમ ૧૦ માર્કના Assignment ની પોતાના વર્ગમાં જાણ કરવી

January 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Commerce Study Circle : Puzzles	2 અનુવાદ લેખન સમજ	3 English study circle : Quiz	4 હિન્દી સાહિત્ય સભા : વ્યાકરણ	5 હોમસાયન્સ સ્ટડી સર્કલ : વીટામીન્સનું મહત્વ	6 સ્પોર્ટ્સ વિક હેલ્પ એનએસએસ દ્વારા
7	8	9	10	11	12	13
			SPORTS WEEK – AFTER RECESS			
14	15 Commerce Study Circle : Quiz	16 ગુજરાતી સ્ટડી કોર્નર : ગુજરાતીમાં વાદના પ્રભાવ	17 English study circle : How to Prepare Research Paper	18 હિન્દી સાહિત્ય સભા : વ્યાકરણ સ્પર્ધા	19 હોમસાયન્સ સ્ટડી સર્કલ : હો.સા.માં વ્યવસાયિક તકો વિશે માહિતી	20 Gyarndhara Paper Presentation
21	22 Udisha	23 ઇન્ડોર ગેમ	24 ગીત-સંગીત નૃત્ય ધારા : દેશભક્તિ નૃત્ય સ્પર્ધા	25 સર્જનાત્મક ધારા નિબંધ લેખન કલા	26 રંગ કલા કૌશલ્ય ધારા : મહેંદી/હેર સ્ટાઇલ સ્પર્ધા	27 NSS Speech of Gynac lady Doctor
28	29 Udisha	30 ગુજરાતી સ્ટડી કોર્નર : અનુવાદ લેખન સ્પર્ધા	31 English study circle : Gandhi Lit. Exhibition/ discussion/Speech			

દરેક ડીપાર્ટમેન્ટ દ્વારા તા.૨ થી ૧૩ જાન્યુઆરી ૨૦૧૮ દરમ્યાન દ્વિતીય ૧૦ માર્કના   Assignment ની પોતાના વર્ગમાં જાણ કરવી

February 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 હિન્દી સાહિત્ય સભા : કહાની	2 હોમસાયન્સ સ્ટડી સર્કલ : માચી વર્ક	3 N.S.S. Camp
4	5 Commerce Study Circle : Banking	6 ખેલ કૂદ ધારા આઉટડોર ગેમ્સ	7 ગીત-સંગીત નૃત્ય નાટ્ય ધારા : વાર્ષિક ઉત્સવ તૈયારી	8 સર્જનાત્મક ધારા ગુજરાતની લોક કલાઓ	9 રંગ કલા કૌશલ્ય ધારા : વેસ્ટમાંથી બેસ્ટ	10 N.S.S Seminar Team Preparation
11	12 Udisha : Entry level Coaching – Reasoning	13 ગુજરાતી સ્ટડી કોર્નર તુલનાત્મક સાહિત્ય અભ્યાસ અને માર્ગદર્શન	14 English study circle : Seminar Paper Reading Practice	15 હિન્દી સાહિત્ય સભા : કહાની લેખન સ્પર્ધા	16 હોમસાયન્સ સ્ટડી સર્કલ : માચી વર્ક	17 Gyarndhara International Seminar
18	19 Commerce Study Circle : Education System & Demonetization	20 ગુજરાતી સ્ટડી કોર્નર માતૃભાષા ગૌરવ દિન ગુજરાતી તૈયારી	21 ગીત-સંગીત નૃત્ય નાટ્ય ધારા : માતૃભાષા ગૌરવ દિન	22 સર્જનાત્મક ધારા ફિલ્મ દર્શન કલા	23 રંગ કલા કૌશલ્ય ધારા : કોલાજ વર્ક/માટીકામ	24 Annual Programme
25	26 Udisha : Entry level Coaching – English	27 ખેલ કૂદ ધારા ઇન્ડોર ગેમ્સ	28 Farewell			

દરેક ડીપાર્ટમેન્ટ દ્વારા તા.૩ થી ૧૦ ફેબ્રુઆરી ૨૦૧૮ દરમ્યાન તૃતીય ૧૦ માર્કની લેખિત કસોટીની પોતાના વર્ગમાં જાણ કરવી