Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**DR. VIRAMBHAI RAJABHAI GODHANIYA COLLEGE OF ARTS, COMMERCE, H.SC AND IT FOR GIRLS**
Name of the head of the Institution	**Shri Bharatbhai Visana**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02862247709**
Mobile no.	**9978037517**
Registered Email	**drvrgodhaniaihl@rediffmail.com**
Alternate Email	**bvisana@rediffmail.com**
Address	**Opp. Khijdi Plot, M.G. Road**
City/Town	**Porbandar**
State/UT	**Gujarat**
Pincode	**360575**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Ketan D. Shah**
Phone no/Alternate Phone no.	**02862247709**
Mobile no.	**9428439790**
Registered Email	**drvrgodhaniaihl@rediffmail.com**
Alternate Email	**shahketan125@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**http://drvrginstitute.org/drvrg_files/aqar/07.%20AQAR%202017-18.pdf**

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	**http://www.drvrginstitute.org/IQAC/academic_calendar_2019-2020.pdf**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**2.67**	**2007**	**31-Mar-2007**	**30-Mar-2012**
2	**B**	**2.81**	**2012**	**15-Sep-2012**	**14-Sep-2017**
3	**B++**	**2.84**	**2017**	**27-Nov-2017**	**26-Nov-2022**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**01-Jul-2007**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
As the new syllabus was introduced in First year B.A. in the new term, it was thoughtfully implemented and three days workshop was also organised for the same. Consequently the internal examinations were also rescheduled.	13-Jun-2018 3	260
In a meeting with the Department of Home Science practical exposure and vocational applicability of the course was discussed.	06-Jul-2018 1	56
In order to improve the results of B.A. (English), Communicative Language Teaching Approach and incorporation of Regular Presentation System in teaching were introduced.	27-Jul-2018 3	158
In order to provide vocational exposure to the students, IQAC decided to organise Godhaniya Expo and feedback from all the faculties were gathered regarding the same.	07-Aug-2018 2	1886
Mega Job Fair was organized in association with the District Employment Exchange.	23-Aug-2018 1	57
IQAC directed all the HoDs to ensure quality education delivery by all the visiting faculties.	30-Aug-2018 4	1186
IQAC conducted meeting with all HoDs and after discussions regarding regularisation of students, it has been decided that all the new students are to be made aware of rules and regulations of the parent university and the college.	29-Nov-2018 4	1886
IQAC decided to continue organising seminars regularly and organise at	30-Nov-2018 1	1886

least one State Level Seminar every year. The State Level Seminar on Recent Trends in India was organised on 9th February 2018.		
IQAC continues its tradition to involve all the stake holders for the betterment of the organisation and for the same purpose it has conducted meeting with the President of Shri Maldevji Odedra Trust, Dr. Virambhai R. Godhaniya. The President interacts	01-Dec-2018 6	1886
IQAC directed all the faculties to contribute positively for effective interactions with Parents and Alumni during Parents	08-Jan-2019 2	11
IQAC organised a meeting to discuss how students should be guided to avoid misusing internet and technology and thus improve their results.	02-Feb-2019 1	1886
IQAC decided to encourage students in various ways through providing them various awards, rewards, certificates and gold medals during annual function.	20-Feb-2019 1	36
In this IQAC meeting discussed Annual Planning and strategies to implement the new syllabus for sem-3 in the next academic year.	14-Mar-2019 1	1886

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. V.R. Godhaniya Mahila College	Finishing School	KCG State	2018 1	200000
Dr. V.R. Godhaniya Mahila College	RUSA	KCG State	2018 1	10000000

Dr. V.R. Godhaniya Mahila College	Swarnim Gujarat	KCG State	2018 1	20000

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**

Upload latest notification of formation of IQAC	[View File](#)

10. Number of IQAC meetings held during the year :	**13**

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**

Upload the minutes of meeting and action taken report	[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Godhaniya Expo was organised on 27th 28th December 2018 in which students were provided with entrepreneurial exposure. District Level Mega Job Fair was organised in association with the District Employment Exchange in presence of Cabinet Minister Shri Jayeshbhai Radadiya on 11th February 2018. The State Level Seminar was successfully organised on 'Recent Trends in India' on 9th February 2018. IQAC introduced emagazine 'Vitrag' replacing the printed version of Jyotirgamaya under green initiative. Weblink: https://sites.google.com/view/drvrgeducatinoalcampus/home IQAC in association the state government introduced Finishing School which trained two batches of 100 students each.

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

Plan of Action	Achivements/Outcomes
To promote research activities among the faculties as well as students.	**State Level Seminar on Recent Trends in India was organised on 9th February 2018.**
Continue short	**College already runs 10 short term courses including 3 skill development course. Moreover Photography Course has been introduced.**
Ensure smooth and rapid functioning of Office and library.	**Networking and internet facilities are regularly maintained. Office staff is trained regularly and Library uses SOUL software for ease of access.**

Students should be provided Career guidance	The college continues its endeavour to guide students through its CCPC and CCDC. For Preparation of interview awareness, a workshop was conducted by Ashish Shah from KCG.
Students should be trained to have basic knowledge in Computers.	Short term Basic, Advanced Computer and Web Designing courses have been continued.
Continue PG Programmes and add more PG Programmes.	The institute continues to offer two PG Programmes M.Com. and M.A. (English). Furthermore we have applied to get PG centres in Economics, Sociology, Hindi, Sanskrit, Gujarati, Home Science, Social Work, M.B.A. and M.C.A.
To make sincere efforts to organize more and more campus interviews for placement.	District Mega Job Placement Fair was organised in association with the District Employment Exchange in presence of Cabinet Minister Shri Jayeshbhai Radadiya
To continue efforts for collaboration with NGOs.	We have continued efforts for collaboration with NGOs
To continue state government initiated S.C.O.P.E. Programme to enhance the English language proficiency of the students and to optimally utilize both the Digital language Laboratories	We have continued S.C.O.P.E. Programme to enhance the English language proficiency of the students and to optimally utilize both the Digital language Laboratories.
To improve physical fitness and health of the students.	Apart from regular sports activities, karate classes and participation at district, state and national level sports activities, we have introduced a new fitness Programme for students entitled Bokwa.
To improve English Proficiency of Commerce students	The department of Commerce has introduced English Proficiency Programme.
To spread Environment Awareness	In context of global climate change Environment subject has been made compulsory for the first year students and it is also taught in Home Science in the first year.

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
The Management	22-Jun-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**19-Jan-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Our College maintains MIS to support academic program and administrative operations. The I.T. resources are currently provided to all the students of the college as well as teaching faculties and supporting staff. The College seeks to ensure the integrity of I.T. resources made available to the community to prevent disruption to academic and administrative requirements. The college has internet and internal network connecting the office, account office, Principal's office, library and the computer laboratory and English Language laboratory. Moreover all the information is regularly uploaded and updated on the college website. Students, teachers and supporting staff can access the current data base of the students. The library enrols students in its SOUL Software. Online accession facility is provided and information about the availability of books can be accessed through the SOUL software. The students are provided with Online Public Access Catalogue (OPAC) system for effective use of Library resources. The software is regularly updated with the newly introduced books and new students. The students can get admission online without physically visiting the college. The university provides online admission and the students can deposit the fees electronically at the time of admission and while enrolling to the next semester. Fee receipts are generated from the account office and the enrolment procedure is done through the software in the central office. Moreover The office staff is well trained in using computers, various software and internet, every finance and account related work is done**

through computers and the records are maintained. The office updates students' details online for providing them benefits of various government schemes for financial support and all the scholarships are directly credited to the students' bank accounts. Furthermore the institution provides facilities to use internet and computers through wifi in the campus area, three computer labs with internet facilities and English Language Lab. They are informed, assisted and encouraged to enrol in various academic Programmes provided by various government or private bodies like SWAYAM. The college uses variety of software for administrative work, students' enrolment, calculation of salary, disbursement of scholarship, feeding data to the concerned government agencies and university for various purposes and so on. Financial planning and expenditure related data are prepared and maintained in computers. Budget allocation and audit is also carried out through software. All the professors and staff shares information related to various activities and programmes through email and the information is regularly uploaded on the college website.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

All the faculties discuss and dictate curriculum to the students in the beginning of every semester. Keeping in mind the objectives teaching learning process takes place through utilization of various methods and techniques along with effective use of all the available resources. All the classrooms are equipped with projectors, sound systems, computers and microphones which are regularly used by all the faculties as well as students. For effective use of ICT in teaching assignments, presentation and projects are assigned to the students. Students are allowed to use internet in the computer labs for the preparation of the same. Moreover personal guidance is given to the students as and when required. The institution has implemented CBCS as per the directions of the parent university. We collect feedback from all stakeholders for upgradation of curriculum and syllabus in a systematic way in accordance with the changing needs of the time. The Institution has a Feedback Cell that collects and documents the responses on curriculum from the stakeholders. The students express their opinion on curriculum through response sheets. Oral responses are also considered. Special formats are used for alumni and parents to register their views during interface meetings. The Feedback committee and

> **the Principal review the analysis reports and initiate interventions. The teachers collect the exit level feedback from the final year students regarding learning processes after the end of academic session. The inputs are obtained from the Parents during PTA meets and used to improvise the overall competency of the students. Furthermore feedback related to teaching learning is regularly analysed and the outcomes are implemented after discussion with all the stake holders and same is recorded and uploaded on the college website.**

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Photography and video shooting		**18/06/2018**	**4**	**Both**	**Operating DSLR and Video Cameras**

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Dates of Introduction
No Data Entered/Not Applicable !!!	

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!	

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!	

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The Institute possesses dynamic organizational culture, system and practices which lend scope for continuous 360 degree feedback from all stakeholders in a systematic way and in accordance with the changing needs of the different stakeholders of education new innovations and improvements are implemented. Every year the Parents are invited to share their views/observations during the annual Studentsparentsteachers meet and their feedback is collected. Moreover IQAC collects feedback and suggestions pertaining to teachers, infrastructure, syllabus, evaluation and so on from students regularly and systematically. Consequently feedback is analyzed and IQAC further discusses the same with teachers and management during meetings. Having obtained consent from all, decisions and implementations are executed. Furthermore management actively participates in all the meetings and events in the college as well as directly interacts with principal, faculties, staff and students. All queries are addressed by the Working Trustee, Shri Bharatbhai Visana who remains present in the college all the time. To consistently seek feedback and implement the decisions taken on the basis of the same the working trustee and the principal remains in live contact with the trustees and other stakeholders. Moreover there are various committees to exchange feedback, address grievances and ensure the execution of decisions. Formally feedback is collected from all the students. The College is committed to the highest standards of educational and other provision for its students, and encourages students to provide the Institute with thoughtful and constructive feedback. Formal evaluations, together with informal comments and consultations, are used to make improvements to our course and other provisions, and to provide encouragement to staff where appropriate. Our learning from student feedback is directed at providing: a) Safe, professional and friendly learning environment b) High quality teaching, assessment and management of learning c) Regular and reliable feedback on student progress and achievements d) Mechanisms for students to pursue grievances and learning related issues as required. Overall, responses from both the quantitative and qualitative data indicated moderate to high levels of satisfaction with the quality of teaching, instruction, learning and student engagement with students being positive about syllabus, assessments, outcomes and available resources. As a result of student feedback, the College continues to review, develop and implement policies and practices in key areas, such as a) Curriculum governance, supervision and monitoring b) Reinforcing clear expectations concerning unit content, assessments and outcomes c) Refining and extending data analysis in order to inform and complement effective and meaningful learning and teaching practices and d) Developing strategies that enable senior academic leaders to observe teaching and thus to provide targeted feedback focused on improving teaching and enhancing lecturers' professional knowledge.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Number of seats available	Number of Application received	Students Enrolled
BCom	450	475	433
MA	60	19	19
BSc Nutrition	60	23	23
MCom	120	91	91
BA	260	241	241

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	697	177	24	20	44

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Toolsand resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
24	24	30	10	0	2

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

The institute provides good quality education to the students without any discrimination in any form. Be it academic inputs in the curriculum, or stay in the hostel, or the playground. Everywhere good facilities are provided to ensure that learning takes place in the mentoring sessions besides group counselling in the Student Development Programme. Mentors serve as energetic and enthusiastic volunteers to help other students. Mentors are trained regularly to enhance their abilities to lead and guide other students. Student Development Programmes are organized for the same in which apart from the teachers of the institution, experts are invited to share their knowledge and expertise. Mentors are also made aware of NAAC criteria and they pass on the same information to the other students. Moreover mentors are trained to maintain classroom discipline, assist students in various office related work, utilize and maintain classroom resources, assist and guide students to prepare their assignments, projects and presentations, collect and distribute assignments and test papers and so on. Mentors are expected to make a commitment to be accessible to the students they are working with. Frequent contact assists students in their growth and helps them reach their fullest potential. They listen, support, serve as a role model, and develop a relationship that fosters the students' own motivation to grow and develop professionally and personally. They offer encouragement as well as strategies and advice to help them deal with problems and obstacles that may show up.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
697	24	107:69

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
28	23	5	0	14

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	M.A.	4	30/04/2019	27/05/2019
MCom	M.COM.	4	30/04/2019	27/05/2019
BCom	B.COM.	6	29/03/2019	11/05/2019
BA	B.A.	6	29/03/2019	11/05/2019
BSc Nutrition	B.SC.HOME SCIENCE	6	29/04/2019	11/05/2019

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As mentioned earlier as per the guidelines of the university students' evaluation consists of tests, seminars and assignment or project constituting 30 percent marks. 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. Streamlined continuous internal evaluation comprising assignments, tests, seminar writeup and oral presentations, which not only helps students to prepare incrementally for the endsemester examination but also faculty to assess how much their students have assimilated the inputs which they have provided in their respective courses. Moreover as per the suggestions of the IQAC detailed schedule of assignment, presentations and tests of all the semesters are highlighted in college broachers and admission forms so as to implement timely and effective continuous internal evaluation.

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

The academic calendar is prepared every year which includes details of various events, internal evaluation, and working days of the college and vacation duration. External examination is scheduled by the parent university, namely, Bhakta Kavi Narsinh Mehta University, Junagadh. The institution, being the most prominent one in Porbandar District, is assigned the task of conducting examination of the students of the college and also external examinations.

2.6 – Student Performance and Learning Outcomes

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

http://www.drvrginstitute.org/IQAC/Outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
M.A.	MA	15	14	93
M.COM.	MCom	57	50	88
B.COM.	BCom	336	266	79

| B.A. | BA | 160 | 145 | 91 |
| B.SC. HOME SCIENCE | BSc Nutrition | 16 | 16 | 100 |

2.7 – Student Satisfaction Survey

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

http://www.drvrginstitute.org/IQAC/Student%20Satisfaction%20Survey.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	6	Management	0.21	0.21

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Voters Awareness Programme	Students	Election Commission of India	25/01/2019	Cartoon Ecographics Digital

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
1	Godhaniya Expo	Management	Aavishkar	Cultivation of Entrepreneurship	20/07/2018

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
Department of Hindi	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	1	0	0	0
Attended/Seminars/Workshops	0	0	2	0

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Lecture on Thalassemia Awareness by Dr. C.G. Shah	Youth RedCross Society	2	450
A VISIT TO BHARTIYA PRAGNACHAKSHU GURUKUL	Youth Red Cross Society	3	51
Drawing Competition on Road Safety	Youth Red Cross Society	2	15
A visit to Disabled children and their parents	Youth Red Cross Society	2	19
Debate on Issues Related to Old Age	Youth Red Cross Society	3	37

Bethi Bachavo , Beti Padhavo Rally by NCC	NCC Naval Unit	1	49
NCC Camp at Bhavnagar	NCC Naval Unit	1	12
NCC Bharat Swachhta Mishan	NCC Naval Unit	1	78
Six cadets of our NCC Naval Unit participated in camp organized at Valsura, Jamnagar	NCC Naval Unit	1	6
Gurupurnima Celebration, Bhajan, Elocution Competition	N.S.S.	5	50
Desh Bhakti Ganane Drawing Competition	N.S.S.	4	20
Drawing Competition Exhibition Visit to Natavarsinghji Art Gallary.	N.S.S	4	47
Cultural Programme on 15th August Celebration	N.S.S.	9	450
Beti Bachavo Beti Padhavo	N.S.S.	3	100
Celebration of Sanskrit Day Speech, Vedmantra, Essay, Quiz	N.S.S.	3	50
Bhartiya Chutni Panch Form NO – 6, Election Card Process	N.S.S.	2	296
Online Lecture Maro Mat – Maro Adhikar Matdaar Yuva Jagruti Abhiyaan	N.S.S.	2	40
Aadarsh Mahila Matdaan Abhiyaan for "Blind Students"	N.S.S.	3	40
Visit to Chopati Gandhi Smruti Bhavan	N.S.S.	2	47
Visit to Khadi Gram UdhyogBhavan	N.S.S.	2	47
Visit to Mahatma Gandhiji's Birth Place – Kirtimandir	N.S.S.	2	47

Digital Cartoon Voting Competition	N.S.S.	3	20
Gandhiji's Bhajanavli and Elocution Competition	N.S.S.	3	47
Visit to Adopted 5 Villages Tukda, Gosa, Mocha, Badej, Pata, Madhavpur	N.S.S.	7	10
EktaYatra – SardarVallabhbhai Patel Video Film, Quiz, Speech, Debate	N.S.S.	6	30

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Environmental Programme	N.S.S.	Planing Trees	3	150
N.S.S. bridging connection with youth and society	N.S.S.	Elocution Competition	3	57
Sujlam Suflam Yojna	N.S.S.	Mime Competition	4	850
Swachh Bharat Abhiyaan Swachh Sagar Abhiyaan	N.S.S.	Visit to Naval Base	2	50
N.S.S. Day Celebration	N.S.S.	Speech	3	167

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
District Level Seminar	110	Management	1

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/	Duration From	Duration To	Participant

	industry /research lab with contact details			
No Data Entered/Not Applicable !!!				

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
650000	646928

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi/ LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (>1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Existing

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL (Software for University Library)	Partially	1(2003)	2006

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6554	603055	45	7774	6599	610829
Reference	14889	2422604	0	0	14889	2422604

Books					
CD & Video	400	10000	0	0	400	10000
Others(spe cify)	60	28038	17	27202	77	55240

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platformon which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	253	5	7	1	1	6		70	6
Added			7					28	
Total	253	5	14	1	1	6	0	98	6

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

98 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
2931000	3364667	20000	157621

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

The Institute ensures that the infrastructure requirements as specified by the affiliating University and the Government are satisfied. The college management has a positive approach towards creation and enhancement of infrastructure of the Institution. The Institution interacts frequently with parents, teachers, alumni and students for creation and enhancement of its infrastructure. Necessary budget is allocated for creation, enhancement and upgradation of infrastructure. The Policy of the management is: a) To provide adequate space for effective teaching and learning process b) To obtain and utilize funds (in terms of money) from various funding agencies like, University, UGC, ICSSR etc. The funds obtained from UGC have been well utilized for expansion of

infrastructure, use of ICT and other developmental activities. The College has given priority to utilization of technology. Optimal utilization of these infrastructural resources is achieved by way of its effective sharing. Multimedia projectors and mikesystems have been setup in most of the classrooms. The college has three stateoftheart computer laboratories, a canteen and a central library to meet the needs of the students. Classrooms are also utilized for remedial/shortterm/addon/distance learning courses and extralectures. As many as 64 CCTVs are installed to govern security and discipline. We have classrooms technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc. The college is equipped with 20 spacious classrooms and 3 airconditioned Computer laboratories. These classrooms with proper ventilation help students to be at ease during teaching learning process. Classrooms have a podium and a platform that facilitates the teachers in their teaching process. The classrooms have the provision of LCD projectors to facilitate effective teaching-learning process. Smart boards with LCD projectors and internet connectivity has been proposed for classrooms in the new building of the college. Laboratories, Library, office and various other sections of the college are equipped with internet connectivity. The college has provided laptops to all the HoDs and 20 LCD projectors as audiovisual aid for innovative teaching learning process. An audio visual room is proposed in the new campus. We have sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc. The college has openair theatre (Munibharat Rangmanch) in the main building with a seating capacity of approximately 2000 students Separate offices for NSS and Extension activity Vast Playground for conducting various sports events facilities for indoor sports and games like Table Tennis, Chess, Carrom, etc. Availability of musical instruments for cultural activities Availability of First Aid Kit in the Health Centre with a fulltime doctor a central hall for organizing activities and competitions like debate, elocution, quiz, etc. Moreover the college has a playground for conducting outdoor games. The services of a PTI are made available for guidance. The college has a provision for conducting yoga sessions and Faculty and Student Development Programmes for students and staff. We also have a separate room for coordinating various NSS activities and NCC unit.

http://www.drvrginstitute.org/IQAC/Procedures20and20policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Scholarships for students	13	26000
Financial Support from Other Sources			
a) National	Post Matrics Scholarships schemes	1151	3883256
b)International	0	0	0

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

SCOPE (Society for Creation of Opportunity through Proficiency in English)	13/02/2018	169	Government of Gujarat
Yoga Exercise and Stress Management	27/06/2018	225	College
Suraksha Setu	16/01/2019	400	Police Dept. Government of Gujarat
Police Mitra	28/01/2019	20	Police Dept. Government of Gujarat
Student Development Programme	29/06/2018	110	College
Finishing School	16/08/2018	100	Knowledge Consortium Society of Gujarat
BOKWA	19/07/2018	20	College
H.R.M.	12/07/2018	50	College
Computer Literacy Course (Basic and Advance)	20/07/2018	80	College
Tally	25/07/2018	20	College
Rural Development	10/08/2018	100	College
Bridge Course (for B.Com Eng. Med. Students)	25/06/2018	155	College
MCX	08/02/2019	400	Multi Commodity Exchange, Mumbai
YRS	29/06/2018	50	College
Photography	26/06/2018	32	College

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	12

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	86	B.COM.	Department of Commerce	Dr.V.R.Godhaniya Mahila College	M.Com.
2018	7	B.COM.	Department of Commerce	SHREE J. N. RUPAREL SWAMINARAYAN INSTITUTE OF MANAGEMENT & IT	MBA
2018	52	B.Com & B.A.	Department of Commerce, English, Gujarati, Hindi and Sanskrit	Dr. V.R. Godhaniya B.Ed. College	B.ED.
2018	3	B.COM.	Department of Commerce	Dr. V.R. Godhaniya Mahila College	PGDCA
2018	21	B.A.	Department of English	Dr. V.R. Godhaniya Mahila College	MA

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying	Reg no/ Rollno for the examination
No Data Entered/Not Applicable !!!		

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

Activity	Level	Number of Participants
Sports Day	College Level	245
Annual Function	College Level	150
Cricket Tournament	University Level	11
Talent Show	College Level	55
Navratri Mahotsav	College Level	745
Republic Day	College Level	1200

Independence Day	College Level	1200
Yoga Day	College Level	521
Debate Competition (JCI)	District Level	18
Bridge Course in BCOM English medium	Department Level	127
study circle of commerce (EM) by Department of Commerce (English Medium)	Department Level	472
Expert Lecture by Department of Commerce (English Medium)	Department Level	445
Who is the Smartest by Department of Commerce (English Medium)	Department Level	28
Poster Presentation	Department Level	54
Educational visit by Department of Commerce (English Medium)	Department Level	14
'AD Mad show' by Department of Commerce (English Medium)	Department Level	54
'Story Making Competition by Department of Commerce (English Medium)	Department Level	14
Play ground Activity by Department of Commerce (English Medium)	Department Level	56
On the spot Elocution Competition by Department of Commerce (English Medium)	Department Level	18
Quiz Competition on 'Traffic Awareness' by Department of Commerce (English Medium)	Department Level	19
One Minute Show by Department of Commerce (English Medium)	Department Level	45
Solo Dance Competition by Department of Commerce (English Medium)	Department Level	10
Industrial Visit for HRM students by Department of Commerce (English Medium)	Department Level	20
'Sports Day Celebration' by Department of Commerce (English Medium)	Department Level	36
Expert Lecture by Department of Commerce (English Medium)	Department Level	470

Expert Lecture on Time Management Interview Techniques by Department of Commerce (English Medium)	Department Level	465
Career oriented program by Department of Commerce (English Medium)On 19th Jan 2019 Harsa Sewani Marketing Director has come to give guidance to the students of sem6 about the course of ACCA from Yates education Ahmadabad.	Department Level	168
On 29th Jan 2019 an expert lecture on interview skills was given by Prof. Ashish Shah an active member of KCG from Ahmadabad to the entire students of the college of Sem6.	Department Level	172
Debate Competition Business Quizby Department of Commerce (English Medium)	Department Level	32
Visit to Bank by Department of Commerce (English Medium)	Department Level	14
Suduko Competition by Department of Commerce (English Medium)	Department Level	25
Attended Seminar on 'Personality Transformation' in Swami Narayan College by Department of Commerce (English Medium)	Department Level	6
Farewell Party by Department of Commerce (English Medium)	Department Level	460
On campus Interview by Department of Commerce (English Medium)	Department Level	8
Good Hand Writing Competition by Department of Sanskrit	Department Level	25
Essay Writing Competition by Department of Sanskrit	Department Level	36
Sholk Purti by Department of Sanskrit	Department Level	21

Suvichar lekhan by Department of Sanskrit	Department Level	17
Carrier guidance books exhibition in library -by library commit by Department of Sanskrit	Department Level	68
Gandhiji Aksharadeh Books Exhibition by Department of Sanskrit	Department Level	18
Elocution Compitition by Department of Commerce Gujarati Medium	Department Level	32
Expert Lecture of Dr. Jignesh Prashnani by Department of Commerce Gujarati Medium	Department Level	480
Debate Private Service VS Government Services by Department of Commerce Gujarati Medium	Department Level	14
Debate : Problem of Population by Department of Sociology	Department Level	10
Expert Lecture : Liberalization Globalization by Department of Sociology	Department Level	50
Celebration of Teachers Day by Department of Sociology	Department Level	7
Group Discussion: Clean India, Healthy India. by Department of Sociology	Department Level	10
Rakhi Competition by Department of Home Science	Department Level	12
Visit to Mahila Kalyan Kendr Talim Sanstha with ten Students by Department of Home Science	Department Level	10
Seminar on Small Scale Industry on Tailoring by Department of Home Science	Department Level	24
Seminar on Small Scale Industry on Beauty Parlour by Department of Home Science	Department Level	21
A Visit to Kabir Cottan Industries with five Students by Department of	Department Level	13

Home Science		
A Visit to Bhartiy Pragnachkshu Gurukul with 11 Students by Department of Home Science	Department Level	11
Drawing Competition on Road Safety by Department of Home Science	Department Level	18
Counselling of students admitted during vacation by Department of Home Science	Department Level	22
A visit to Shanti Junior Playhouse by Department of Home Science	Department Level	9
Organisation of Career Guidance and Books/Magazine Display by Department of Home Science	Department Level	22

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

The Institute possesses dynamic organizational culture, system and practices which lends scope for continuous 360 degree participation and management. Students and their representatives play vital role in every academic and administrative task. C.R. and Mentors from every class are trained to assist and represent students and they play pivotal role for upgradation of curriculum and syllabus in a systematic way in accordance with the changing needs of the time. The institute provides good quality education to the students without any discrimination in any form. Be it academic inputs in the curriculum, or stay in the hostel, or the playground. Everywhere good facilities are provided to ensure that learning takes place in the mentoring sessions besides group counselling in the Student Development Programme. The college has 39 committees. Each of the above committee comprises of teachers and also students. Moreover students are also involved in important meetings. The principal as well as management and head of the departments also engage students and their representatives regularly and provide their valuable inputs. CR Mentors are selected every year in the college to look after the welfare of the students and to promote and coordinate the extra curricular activities. Selection and constitution: CR Mentors of the college consists of the following: i. Outstanding student of the class (Academic) ii. Outstanding student of the class (Extracurricular) iii. Outstanding student of the class (Regularity Punctuality) iv. Selected by a team of teachers from every faculty The nomination of CR Mentors is made every year, as soon as possible after the commencement of the academic year. The term of the office of the nominated student member shall begin with effect from the date of nomination and shall

extend up to the last day of the academic year. Activities: i. To organize, supervise and coordinate the activities of the class. The formation and functioning of activities will be as decided by the various departments/ committees of the College. ii. To coordinate and assist college authorities in smooth functioning of day to day activities. iii. To supervise class discipline. iv. To assist subject teachers in distribution of project or assignment topics/class notes and collection of completed projects/assignments. v. To circulate lecture notes and other circulars and provide information to the students. vi. To motivate the students to participate in various activities of the college. vii. To convey the grievances/ problems / suggestions of the students to higher authorities through Class Representatives. The council of Class Representatives Mentors: Purpose: The council of class representatives / mentors is involved in day to day activities of the college and acts as a link between students and teachers/administrative authorities. The following academic and administrative bodies have student representatives: i. Council of Class Representatives Mentors ii. Cultural committee iii. IQAC iv. NSS v. Grievance Redressal Cell vi. Womens cell vii. CCDC viii. AntiRagging Cell

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution has a functional Alumni Association. It actively involves alumni throughout the year in every activity. The Alumni are invited annually during the Annual Studentsparentsteachers' meet and provided with necessary guidance and motivation to reach out to the rural areas for improving girls' enrollment. Alumni Association has been formulated and Sonal Pandav, Chandani Singadiya and Hinaben Odedra have been appointed as President, General Secretary and Treasurer respectively. Alumni Association of women students of the Institute play a very important role. Sincere efforts are being made to bring together the alumni and involve them in the growth and development of the Institute. It should be mentioned here that 60 of the students come from the rural areas and that is how they have proved instrumental for the institution in reaching out to the rural areas, wherein very few females are educated. Their efforts along with our guidance have been helping a lot in convincing and enrolling new students. The Career Development Placement Centre provides regular vocational guidance and keeps track of our Alumni. Many students secure jobs through campus interviews organized by CCPC regularly while well placed alumni visit the institute regularly and guide students and answer their queries. In addition, every year in the annual AlumniParents Meet every department maintains a record of the progress of their Alumni. Our President Dr. Virambhai Godhaniya is an NRI and remains here for over 6 months during which he engages alumni in the institution and also addresses them during his visits to the surrounding rural areas as well.

5.4.2 – No. of enrolled Alumni:

28

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

It is very special to have somebody of the stature of Dr. Virambhai R. Godhaniya and Shri Arjunbhai Modhwadiya as the President and Managing Trustee respectively of the Shri Maldevji Odedra Smarak Trust. Their very presence makes a great deal of difference. As such students, teachers and administrative staff etc. all who are familiar with their singular Vision and Mission of educational development of this region know that it is their commitment and dedication that keeps everybody on their toes. The President in spite of being an NRI spends six months here in order to monitor and assist all the members of the institute. Moreover about 3 to 4 meetings of I.Q.A.C. are attended by the president and he provides and seeks new ideas and suggestions from all the members of the institute. Managing Trustee also meets all the students and staff in the beginning of each new academic year. Besides all queries are addressed by the Working Trustee, Shri Bharatbhai Visana who remains present in the college all the time. To achieve excellence in management the principal remains in live contact with the trustees and there are 39 committees to ensure that everything runs smoothly. All the information is passed on to the principal, staff and students from trustees and vica versa. Representation of Teachers and Students in IQAC IQAC committee comprises of representatives of Management, all HoDs, Teachers, Administrative Staff, Students, representative of NGO and other local prominent people. 1. SHRI SHANTABEN R. ODEDARA (Trustee) 2. SHRI DILIPBHAI K. KHUNTI (Senior Clerk) 3. SHRI SURESHBHAI B. GORASIYA (Senior Clerk) 4. HODs ALL 5. Bhaskarbhai Jani (LIBRARIAN) 6. Shri Haribhai Kagathra (PTI) 7. SHRI SAMIRBHAI TEJURA (chamber of commerce) 8. SHRI NEETABEN VORA (NGO) 9. SHRI P V GOHEL (Retired Principal Govt. Polytechnic) 10. DR.A.R.BHARADA (Director B.Ed. College campus mentor) 11. SHRI DEEPAK UNADKAT 12. SHRI AMINBHAI (Local Businessman) 13. DR KETANBHAI D. SHAH (IQAC Director) 14. MARU RUTUBEN (Student) 15. SHINGADIYA CHANDNI (Student) All the issues and suggestions given by any member during the meetings are widely discussed and implemented after brainstorming.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Research and Development	Faculties are encouraged to organize and participate in seminars and conferences. They are granted dutyleave to attend conferences and present research papers. We have always encouraged our faculties and students to do research. We had been publishing Khoj, A Journal of Contemporary Thought, our research journal with ISSN No.09761187 from 2008 to 2017. Moreover we have been organising National and District level seminars and Faculty Development Programmes regularly. Our faculties have submitted 10 Minor Research Proposals to U.G.C. out of which 2 proposals have been approved by U.G.C. so far. Stateof art Computer Laboratory and Language Laboratory has

		been set up exclusively for research purpose. Resources like stationary, equipments, ICT resources, technical assistance, library etc. are provided to all the staffmembers and students. The college organizes seminars for students with emphasis on research and research oriented activities. The students are encouraged to present papers on current developments to broaden their understanding on contemporary issues.
	Teaching and Learning	The IQAC attempts to streamline procedures in order to ensure the following: timely, efficient and effective academic performance, 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. We incorporate ICT methodology in the teaching plan of every subject teacher. Our teachers are adopting novel methods of teaching to keep pace with the changing global scenario. ICT facility has been installed in almost all classrooms and teachers make extensive use of it to make teaching more effective and interesting. Teachers identify academically weak students through tests, academic records and personal interactions. The institution plans and organizes the TeachingLearning evaluation schedule towards the close of the current academic year. It is prepared through consultation with the HODs of various departments. The teachers also take the students for industrial visits that give students and the teachers a practical perspective of the learning process adopted in the classrooms. Methods such as discussion, project preparation, presentation, demonstration/learning by doing and selfstudy are adopted by the college by which it tries to build in the students the skills required for overall development. The College has a highly resourceful library with text books, reference books, magazines, journals and Educational CDs. An online accession facility is provided and many EJournals can be accessed. The college results are impressive and the best among its peers in the city and always better than the university average. For

	instance the college results of Semester6 B.A., B.COM. (G.M.), B.COM. (E.M.) and Home Sci. are 90.63, 79.17, 79.17, 100 respectively while the University results of Semester6 B.A., B.COM. (G.M.), B.COM. (E.M.) and Home Sci. are 69, 58, 58, 97.6 respectively.
Examination and Evaluation	The college follows the guidelines of Bhakt Kavi Narsinh Mehta University, and internal as well as external evaluation is done in accordance with its guidelines. In the new credit and grading system introduced by the University and adopted by the college, there is a provision for comprehensive continuous evaluation (CCE) of students which reveals their deficiencies in academics and other related matters. Internal evaluation comprises of test, assignment and presentation during every semester. The institution plans and organizes the TeachingLearning evaluation schedule for the next year. The institution has an academic calendar prepared in consultation with the HODs of various departments. The college results are impressive and the best among its peers in the city and always better than the university average. The system of examination provides for reassessment of marks and revaluation. Unfair means during examinations are dealt with as per rules of University. The Principal delegates authority to the Head of Departments to conduct the departmental activities such as allocation of the work load, subject allocation, question paper setting, evaluation of answer sheets, recommendation for purchase of library books etc.
Library, ICT and Physical Infrastructure / Instrumentation	The College has a highly resourceful library with text books, reference books, magazines and journals. Educational CDs are also available in the library. An online accession facility is provided and many EJournals can be accessed. The teachers are provided training on computer operation, use of internet facility and use of library software for better utilization of library resources. The Library has a well organized and labelled collection with facilities such as reference section, periodicals section, text books section and book bank section. Separate reading area and

circulation counters are provided for students and staff. It has licensed software. ICT facility has been installed in almost all classrooms and teachers make extensive use of it to make teaching more effective and interesting. Emphasis is given to teaching using ICT aids. The funds obtained from UGC have been well utilized for expansion of infrastructure, use of ICT and other developmental activities. The College has given priority to utilization of technology. Optimal utilization of these infrastructural resources is achieved by way of its effective sharing. Multimedia projectors and mikesystems have been setup in most of the classrooms. The college has a playground for conducting outdoor games. The college has a provision for conducting yoga sessions and Faculty Student Development Programmes for students and staff. The classrooms with proper ventilation help students to be at ease during teaching learning process. Classrooms have a podium and a platform that facilitates the teachers in their teaching process. The classrooms have the provision of LCD projectors to facilitate effective teaching-learning process. The college has infrastructural facilities to organize activities like elocutions, debates, groupdiscussions, presentations, exhibitions and lectures by eminent personalities. The college uses the wellequipped auditorium of the College ?Bharatmuni Rangmanch ? to conduct cocurricular activities like seminars, conferences and Annual Programmes etc. The college has a conference room a staff common room a central library three computer laboratories that are equipped with Local Area Network (LAN) facility and two well equipped Digital English Language Laboratories. Laboratories, Library, office and various other sections of the college are equipped with internet connectivity. The college has provided laptops to all the HoDs and 20 LCD projectors as audiovisual aid for innovative teaching learning process. The Institution provides necessary infrastructure to encourage teachers to employ innovative techniques apart from traditional

		teaching methods.
	Human Resource Management	During extracurricular activities like Sports, Guides and NSS, deliberate efforts are made to educate the participants about human values informally. During NSS camp sessions, it is always emphasized that the values like integrity and commitment should become a way of our life. It is engraved in the minds of the students to take care of the people and environment above the personal self, which will in turn, would make them good citizens of this country. Recruitment of teachers as and when the vacancies arise is done strictly on the basis of the guidelines laid down by Bhakta Kavi Narsinh Mehta University, Junagadh / Government of Gujarat and the U.G.C. The vacancies arising are advertised in leading national and regional newspapers. Qualified and suitable candidates are selected by following the selection procedure. In case appointment of regular staff is not sanctioned, qualified visiting teachers are appointed on temporary basis. Teachers falling short of requisite qualification are encouraged to improve their qualification at the earliest. In selected cases, teachers are appointed on visiting fixedsalary basis. In fact, the teachers are offered the best package in the entire region. The Career counselling and development/placement cell invites experts to its campus to tap and train the human resource into young, dynamic and knowledgeable students. Job allocation is done as per the specialization of the administrative staff. At the same time encouragement is provided to rotate job/section to ensure that all are well acquainted with the various functions of administration. Similarly teaching staff are also rotated in various committees. Teachers and administrative staff are encouraged to upgrade their academic and professional skills.
	Industry Interaction / Collaboration	The college does not have any direct support or tie up with any industry to cater to their needs. However, the college has set up a Career Counselling, Development and Placement Cell which organizes expertsessions and maintains a record of our Alumni

	occupying important positions in the society. The students are taken for industrial visits from time to time to keep them abreast of the latest developments in the market. The college invites experts to conduct lectures on specific topics. All these efforts help the Institution to effectively implement the curriculum and help students to plan their career better. Since the College deals with subjects of Humanities, Commerce and HomeScience it has a limited scope for establishing Instituteindustry interface. However, for handsonexperience, students of B.Com. visit various banks, students of B.Sc. (HomeScience) visit various subjectrelated industries, located in nearby areas. Thus college establishes a good networking with such industries. But so far interfaces have not been developed. But taking into consideration the need of the Institution to grow and develop the Institution proposes to develop such interfaces in the future. For mutually beneficial purposes, the college has linkage Programme with industries for the purpose of placement and social training of students. The college also has arrangements with local bodies for conducting social activities, blood donation camp etc. The Institution also invites professionals from the industry to motivate the students to become future entrepreneurs. The biographies of successful entrepreneurs are made available in the library. All these efforts have shown positive results.
Admission of Students	Our college is the most preferred Institute in Porbandar District. Here, we strictly follow the specific procedure laid down by Bhakta Kavi Narsinh Mehta University, Junagadh. Our admission procedure is transparent and gets over in a fortnight. The admission to all the courses is on the first come first serve basis. The online system is followed for admission to various courses of the First Year. Freeships, scholarships, concessions, deferment of fees, book bank facility etc. are provided for socially and economically disadvantaged learners. The College ensures publicity and transparency through the following: Prospectus: The College prospectus clearly indicates the list of subjects offered, details

	of eligibility, tenure of the course, fee structure, admission process, details about the teaching and administrative staff, facilities provided and rules and regulations of the college. Noticeboards: The College puts up details of the dates and time of admissions relevant notices and circulars on the NoticeBoards. Advertisement in Regional Newspapers: Available courses are advertised in Local newspapers through paid advertisements, Pamphlets and on Television channels.
Curriculum Development	The college is affiliated to Bhakt Kavi Narsinh Mehta University, Junagadh and imparts its curriculum. The college has set up various studycircle forums through which the curriculum procedure, system etc. are conveyed to the students and their feedback regarding the same is solicited. The University frames the curriculum for the colleges and regularly organizes workshops to update teachers about the curriculum. That among others covers the syllabus the question paper pattern and the evaluation process. The University also conducts orientation Programmes to make the teachers enhance the teaching skills of the teaching fraternity. Refresher courses are conducted to upgrade the knowledge of the teachers in their respective subjects. The university website provides updates on curriculum aspects from time to time. Our faculty members are representatives/members of the Board of Studies at the University. They collect information from the internet and feedback from students, alumni, and industry and academic experts to provide inputs during the meetings of the Board in order to restructure the syllabi and make them more relevant. They contribute in conducting Workshops related to syllabi.

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

E-governace area	Details
Planning and Development	The college website provides all the necessary information including feedback. Information is percolatedand received through emails and social media. online feedback software has an inbuilt analytical facility.

Administration	**The college does administrative work, students enrollment, calculation of salary, disbursement of scholarship, feeding data to the concerned government agencies and university for various purposes and so on.**
Finance and Accounts	**The students can deposit fees electronically, scholarships are directly credited to the students bank accounts, Budget allocation, Financial planning, audit and expenditure related data are prepared and maintained in computers.**
Student Admission and Support	**The students can get admission online without physically visiting the college and the students can deposit the fees electronically. Office updates students details online for providing them benefits of various government schemes.**
Examination	**Examination forms are filled up online and the schedule of examination is uploaded on the university website. Internal marks are uploaded on online and information related to examination is percolated through prayer assembly and college website.**

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	**FDP**	**WORKSHOP**	**05/03/2019**	**08/03/2019**	**28**	**5**

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF	GPF	SCHOLARSHIPS

6.4 – Financial Management and Resource Mobilization

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

The institution regularly conducts internal and external financial audits and facilitates timely auditing and submission of utilization certificate to the funding authorities. The Management has its 2 office bearers specifically designated as the internal auditors. Internal audit is done throughout the year. Statutory auditors conduct statutory audit. M/s. Joshi Company is the statutory auditors. The Institution undertakes an informal Academic Audit in the form of feedback and academic review from all stake holders. The Knowledge Consortium of Gujarat (KCG) conducted the Academic and Administrative Audit (AAAg) of the College and awarded Grade A (3.02) in 2015. A.A.A. (Academic Administrative Audit) Accreditation by KCG, Gandhinagar (The institution scored 895 out of 1000 achieving 5th rank in the Gujarat State).

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		

6.4.3 – Total corpus fund generated

49672949

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KCG	Yes	MANAGEMENT
Administrative	Yes	KCG	Yes	JOSHI COMPANY

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

Regular interactions with parents/guardians takes place through PTA and letters. Suggestions/ remarks/Approval of parents are taken into account with respect to industrial visits, cultural Programmes etc.

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

The college has set up Grievance Cell which addresses grievances of staff and Coordinates with the appropriate authority for early redressal. Principal consults and conducts meetings with staff for decision making and keeping them updated.

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

Continuation of short term courses, Organization of career related competitive examination classes, Awareness Programmes held in collaboration with the NGOs, Making efforts at raising the health and hygiene levels, Campus interviews, Godhaniya Expo

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Finishing School	03/07/2018	25/09/2018	04/10/2018	100
2019	Karate Classes	25/12/2019	01/01/2019	26/01/2019	398
2018	Godhaniya Expo	07/08/2018	27/12/2018	28/12/2018	32
2018	Mega Job Fair in association with the District Employment Exchange	23/08/2019	23/08/2018	23/08/2018	53
2019	The State Level Seminar on Recent Trends in India	30/11/2018	09/02/2019	09/02/2019	110
2019	Felicitation of students through various awards, rewards, certificates and gold medals during annual function.	20/02/2019	20/02/2019	20/02/2019	36

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants

				Female	Male
No Data Entered/Not Applicable !!!					

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

Percentage of power requirement of the University met by the renewable energy sources
Tree Plantation is done by the NSS students in and around our campus and Hazardous waste management.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Any other similar facility	**Yes**	**5**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	**01/06/2018**	**Yes, the college publishes two prospectuses annually, one each for grantinaid courses and self financing courses also available on the college website. The following information is provided to the students: The cover page highlights the mission statement of the college. Back side cover page shows various courses offered by the college. Admission procedures, Curriculum design fees structure rules regarding minimum attendance Enforcement of discipline Zero tolerance for ragging Information about examination Annual Calendar Facilities provided by the college Information about various committees and associations Information about teaching**

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Various awareness Programmes with regard to upcoming assembly elections in 2019 were done like awareness on election procedure, guidance about electronic EVMs and VVPATs, practical demonstration of EVMs and VVPATs by the collector office at college.	12/03/2019	16/03/2019	532
A visit to Bird Sanctuary was organised and Rain Forest Officer Shri Gadhvi Sir guided students.	23/03/2019	23/03/2019	100
Beti Bachavo , Beti Padhavo Rally by NCC	23/08/2018	23/08/2018	146
NCC Camp at Bhavnagar	27/08/2018	27/08/2018	9
Rakshabandhan Celebration	27/08/2018	27/08/2018	575
National Blind Day	12/09/2018	12/09/2018	635
Hindi Pakhvada	14/09/2018	14/09/2018	108
Teachers Day Celebration	14/09/2018	14/09/2018	588
Quiz Programme on road safety	15/09/2018	15/09/2018	315
NCC Bharat Swachhta Mission Dt. 150918 to 30092018	15/09/2018	30/09/2018	12
Cleanliness Rally	20/09/2018	20/09/2018	43
Celebration of Gandhi Jayanti	20/09/2018	20/09/2018	315
Maro MatMaro Adhikar Matdar Yuva Jagruti Online Lecture	22/09/2018	22/09/2018	112
Finishing School Day	25/09/2018	25/09/2018	100
Workshop on Journalism Mass	27/09/2018	27/09/2018	76

communication			
Yoga Day	21/06/2018	21/06/2018	275
College Foundation Day	30/06/2018	30/06/2018	1500
Voters' Awareness Programme	05/07/2018	05/07/2018	1500
Thalassemia Awareness Programme	11/07/2018	11/07/2018	1000
Tree Plantation	24/07/2018	25/07/2018	84
Gurupurnima Programme	27/07/2018	27/07/2018	500
Swachh Bharat Mission	27/07/2018	27/07/2018	500
Swachh Bharat Summer Internship	27/07/2018	27/07/2018	500
Prem chand Jayanti	31/07/2018	31/07/2018	112
First August 2018 Nari Suraksha Din Celebration Nari Suraksha Setu	01/08/2018	01/08/2018	575
Swachhta Abhiyan Eng.Med. Comp. Lab	03/08/2018	03/08/2018	415
Awarness Programme on dentifrices by Dr. Harsh Dave M.D.S.(Orthodolist)	07/08/2018	07/08/2018	315
Mahila Bal Jagruti Divas, Jilla Bal Suraksha Ekam Nashabandhi Ane Aabkari Khatu, Porbandar	10/08/2018	10/08/2018	599
Workshop by CCPC in Association with SHAKTI YUVA GROUP	11/08/2018	11/08/2018	250
Independence day	15/08/2018	15/08/2018	212
coastal cleaning day	15/09/2018	15/09/2018	96
Lecture on "Mental Awareness" by Youth Red Cross Society	07/01/2019	07/01/2019	67
Adult Education and Medical Guidence provided to the students by Dr. Jayshri Parmar	07/01/2019	07/01/2019	536
JCI Inter College Debate Competition.	31/01/2019	31/01/2019	123
JCI Oath taking and	02/02/2019	02/02/2019	559

traffic awareness Programmeon campus ground			
TALK – on Shri Harshad Trivedi's talk on "Kirit Dudhat ni Vartama Karun Ras" by Gujarat Sahitya Parishad	04/02/2019	04/02/2019	254
Unity Run for Sports Awareness. our college students achieved 1st, 2nd and 3rd rank.	04/02/2019	04/02/2019	590
400 students from different departments attended a Seminar on Journalism by Shri Jignesh Popat.	06/03/2019	06/03/2019	157

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Conservation of electricity, Awareness on the benefits of use of cycles, Tree Plantation by NSS, Waste is segregated on each floor and canteen, Ewaste management, replacing traditional lighting with CFL/LED

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) Health Centre 2) Career Counselling and Placement Centre

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

http://www.drvrginstitute.org/IQAC/Best%20Practices.pdf

7.3 – Institutional Distinctiveness

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

Dr V R Godhaniya college of Arts, Commerce, Home Science and information Technology for Girls has been established on 01/07/1988 in a distant and remote region of Saurashtra, i.e. Porbandar. The Vision statement of the institution is to ennoble the heart and uplift the mind of every individual to new vistas of learning and teaching. We at Dr. V. R. Godhania College believe that all the educational institutions have one common goal to achieve which is to enrich the practical as well as theoretical knowledge of our treasured students as well as to provide them with allied vocational and academic guidance to ensure their success in future and that way to serve our nation in turn. We believe that academic attainment alone would not guarantee professional success in life especially in the contemporary times of cutthroat competition. One must use his/her competencies to act boldly, decisively and independently. Competence provides one with a licence to act, nevertheless real professional requires acting with conviction. We intend to endow our cherished student with selfreliance and confidence through continual practical vocational exposure. Moreover we firmly proclaim that preservation of our values is of prime

importance in the light of Westernisation in current times. Thus, we attempt to impart value based quality education, particularly to girls and to make them aware of their rights and duties so that, they may, in turn become selfreliant and thereby grow up into good human beings and ultimately be worthy and responsible citizens of India. As all the members of the institution share the common goal, we have joined hands and united our efforts to be complementary to one another not only for the academic purposes but also for the multidimensional development of our future generation. Due to our consistent diligent efforts, today our College is considered to be the most reputed, successful, and well equipped institution in the whole Porbandar District. We create various opportunities and conducive environment for the multifaceted growth of the students. The College arranges seminar/workshop/lectures on personality development, time management, communication skill, interview techniques and group discussion for under graduate and post graduate students. Moreover many short term and career oriented courses are arranged keeping in mind the vocational and other needs of the students as well as to prepare them for various competitive exams. The College has a Physical Training Instructor who provides guidance for sports and games. A separate room is provided for coordinating various NSS activities. The College has a provision for conducting studentdevelopment Programmes related to public speaking, interview techniques, Communication skills and personality development in the college campus.

Provide the weblink of the institution
www.drvrginstitute.org

8.Future Plans of Actions for Next Academic Year

Dr. Virambhai Rajabhai Godhaniya College of Arts, Commerce, HomeScience and Information Technology for Girls was established in the rural setting of Porbandar which happens to be one of the most remote and backward areas of the state. Most of the students coming from the surrounding villages dont 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 will continue to encourages all students to opt for SCOPE module and join other computer and Spoken English classes offered in the college. The college will continue to apply and appear before NAAC for the next cycle of reaccreditation and evaluate itself through AAA and other bodies in order to keep improving and updating itself. Moreover we commit ourselves to continue and add new Short term courses and career related competitive classes under the Career Counselling and Development Centre and make efforts to provide placement through campus interviews. We will continue with incorporating ICT methodology in the teaching plan of every subject teacher. We will also continue with collaboration with the NGOs and make efforts at raising the health and hygiene levels of the students through health care and health education sessions. We will execute and pass on the benefits of various Government Schemes to the students and continue to work under the N.C.C., N.S.S. Girls' Scout Guide and Youth Red Cross Society (YRC) as well as to continue our efforts to get approval for N.C.C. unit for our institution.

function printDiv(divName) { var mywindow = window.open('', 'PRINT', 'height=350,width=600'); mywindow.document.write(document.getElementById(divName).innerHTML); mywindow.print(); mywindow.close(); }