

**The Annual Quality Assurance Report (AQAR)  
of the IQAC**

**Name of the Institution**

**B.D. College,  
Opp. Dinbai tower,  
City Campus, Lal Darwaja Ahmedabad**

**Year of the Report**

**2016 - 2017**

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

AQAR for the year (for example 2013-14)

2016-2017

### I. Details of the Institution

1.1 Name of the Institution

B. D. College

1.2 Address Line 1

City Campus

Address Line 2

Opp. Dinbai Tower, Lal Darwaja

City/Town

Ahmedabad

State

Gujarat

Pin Code

380001

Institution e-mail address

bdarts@gujaratlawsociety.org

Contact Nos.

079-25500004

Name of the Head of the Institution:

Dr. Geeta P. Mehta

Tel. No. with STD Code:

079-25500004

Mobile:

09825017019

Name of the IQAC Co-ordinator:

Prof. Usha N. Pillai

Mobile:

+91 9726760897

IQAC e-mail address:

bdarts@gujaratlawsociety.org

1.3 NAAC Track ID (For ex. MHCOGN 18879)

GJCOGN13075

**OR**

1.4 NAAC Executive Committee No. & Date:

EC/(SC)/05/RAR/045 Date: March 03, 2015

(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:

www.bdartscollege.org

Web-link of the AQAR:

www.bdartscollege.org/AQAR/16-17

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	1 <sup>st</sup> Cycle	B	Score 70- 75%	March 31,2007	up to March- 30,2012
2	2 <sup>nd</sup> Cycle	B	2.30	March 03, 2015	Up to March 2, 2020
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

17/06/2008

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

- i. AQAR 2015 - 2016 Submitted on 13-7-2016 (DD/MM/YYYY)<sup>4</sup>  
ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

Home Science (Arts)

1.11 Name of the Affiliating University (for the Colleges)

Gujarat University

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

Not Applicable

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other ( <i>Specify</i> )	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

**Composition of IQAC**

- 1) Dr. Geeta P. Mehta - Principal - Chairperson
- 2) Shri Hasmukhbhai Nayi - Head Clerk
- 3) Shri Vinodbhai Bhavsar - Clerk
- 4) Dr. Achinta J. Yajnik - H.O.D faculty
- 5) Dr. Dhirajbhai Vanker - H.O.D faculty
- 6) Dr. Mohanbhai Chavda - H.O.D faculty
- 7) Shri Vadibhai B. Patel - Member of Management ( Campus - Co-ordinator )
- 8) Shri Dilip Goswami - Nominee Local Member
- 9) Prof. Usha N. Pillai - Co-ordinator

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="-"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="-"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="-"/>
2.9 Total No. of members	<input type="text" value="09"/>
2.10 No. of IQAC meetings held	04
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="04"/> Faculty <input type="text" value="04"/>
Non-Teaching Staff	<input type="text" value="04"/>
Students	<input type="text" value="04"/>
Alumni	<input type="text" value="-"/>
Others	<input type="text" value="04"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text" value="Rs. 60,000/-"/>
2.13 Seminars and Conferences (only quality related)	

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

1) Co-operation (Sahkar)  
2) Custom Clearance ( with J.B.S. Academy )  
3) Bandhej Workshop

2.14 Significant Activities and contributions made by IQAC

IQAC recommends in improving the effectiveness and efficiency of the institutional processes. Shri V.B. Patel has been especially appointed as campus Co-ordinator to facilitate smooth functioning of the five colleges on the city campus. He is often invited for college functions and also provides individual feedback and suggestions. Faculty constantly strives to improve teaching and learning excellence.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1) Initiating and Co-ordinating various policies for quality enhancement.  2) Recommending infrastructure improvements to the management.	1) Installation of Smart Classes 2) Computerisation of office work. 3) Giving laptops to each Departments.

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

2.15 Whether the AQAR was placed in statutory body

Yes  No

Management  - Syndicate  - Any other body  -

Provide the details of the action taken

N.A.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	01			
UG	02 (Arts & Home Science)			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	03			
Interdisciplinary				
Innovative				

##### 1.2 (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*

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

Yes, the syllabus is updated in all the Subjects according to the recommendations of Board of Studies and Gujarat University.



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

N.A.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
16	05	09		02

2.2 No. of permanent faculty with Ph.D.

07

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	01								

2.4 No. of Guest and Visiting faculty and Temporary faculty

01

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	09	01	02
Presented papers	04	13	03
Resource Persons	01	03	-

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

- It is the endeavour of the institute to ensure that they are able to open the doors and windows of the minds of the students. This can only be done by nurturing critical thinking, and creating scientific temper in them.
- Since the introduction of the new ICT equipment - teaching and learning has become more interesting and innovative.
- Many faculty members make use of Power Point Presentations.
- The Present syllabus related topics are presented in the form of Audio - Visual material which makes studies more interesting and student friendly.
- Interdisciplinary lectures are also arranged by different Departments.
- Educational and Field visits are organized and students are taken to visit libraries, mental hospitals, manufacturing units, Amul Dairy, School of Indology etc.
- Students are also encouraged to write assignments and do projects. They are also motivated to participate in Quiz programmes, workshops etc.

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

212
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Ours is a Grant-in-Aid college and we have to strictly follow the norms of Gujarat University regarding Education.
- MCQs has been introduced in the Papers.

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

03		
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2.10 Average percentage of attendance of students 

60%
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Semester - I	70	-	8	22		23
Semester - II	74	3	4	26		20
Semester - V	99	-	06	24		29

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

Monitoring learning outcomes and ensuring better achievements is one of the prime function of IQAC. The learning outcomes are monitored through analysis of class performance and internal as well as external exams. For the other co-curricular activities like N.S.S., N.C.C., Sports, UDISHA etc. there is a committee formed with a convener who monitors the details.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	03
HRD programmes	01
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	01

Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	03
Others	03

#### 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	08	01 -	-	-
Technical Staff	-	-	-	-

### Criterion – III

### 3. Research, Consultancy and Extension

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

The IQAC has taken many initiatives in sensitizing and promoting Research climate in the institution.

- The institute has formed a committee consisting of three members to monitor and address the issues of research.
- Experts are invited for the research orientation of the staff.
- The teaching faculty is encouraged to attend short term courses and workshops organized by KCG ( Knowledge Consortium of Gujarat ), Academic Staff College - Gujarat University and GLS Centre of Research.
- Conduct workshops in collaboration with KCG for training in preparing research proposals.
- Do endeavours to get information about the funding agencies.

#### 3.2 Details regarding major projects - N.A.

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects - N.A.

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications - N.A.

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

3.5 Details on Impact factor of publications: - N.A.

Range  Average  h-index  Nos. in SCOPUS

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

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

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

ii) Without ISBN No.  iii) Published in ISSN:

3.8 No. of University Departments receiving funds from - N.A.

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

3.9 For colleges - N.A. - Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

Level	International	National	State	University	College
3.11 No. of conferences organized by the Institution	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : - N.A.

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

- Not Applicable -

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
03	-	1	1	1	-	-

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:  
University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum

College forum

NCC

NSS

Any other

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

- Workshop on Co-operation.
- N.S.S. Camp at Istolabad.
- A study of iron phosphorous and calcium deficiency in children of the ages of 5 to 10 years in Kapadvanj. ( Field study in P.G. Home Science ).
- A study on usefulness of Bamboo and Bamboo products in South Gujarat. ( Field study in P.G. Home Science ).
- Menstrual problems in Girls between 14 to 17 years - A study. ( Field study in P.G. Home Science ).

## 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	10,972 sq. yards-build up area,	-	-	

	5019 plot			
Class rooms	08	-	-	08
Laboratories	04	-	-	04
Seminar Halls	01	-	-	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	-	
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	06	-	-	06

#### 4.2 Computerization of administration and library

<ul style="list-style-type: none"> <li>• All Administration work like: Salary Bills, Students Register, Admission, Examination work etc. are computerised.</li> <li>• The library is computerized.</li> <li>• The computerized data of available library materials is prepared.</li> <li>• Reading material on internet can be referred to and downloaded for further use.</li> <li>• The librarian with the help of OPAC and SOUL Software prepares the database which in turn guides and helps the user to find a book.</li> </ul>
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#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1019	80646	302	28136	1321	108782
Reference Books	10246	700199	01	450	10247	700649
e-Books	06	0	06	-	12	0
Journals	05	47573	05	3590	05	51163
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	187	6270	-	-	187	6270
Others (specify)	15	30,915	15	5525	15	36440

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	05	22	03	-	-	-	laptops 06	
Added	-	-	-	-	-	01	-	-

Total	06	22	03	-	-	01	-	-
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4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

One day training programme for faculty members - ICT - Tools for Teaching and Research on 4<sup>th</sup> March - 2017.

4.6 Amount spent on maintenance in lakhs :

i) ICT	2,91,315
ii) Campus Infrastructure and facilities	49117
iii) Equipments	-
iv) Others	1,68,784
<b>Total :</b>	<b>5,09,216</b>



## Criterion – V

### 5. Student Support and Progression

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

The IQAC continuously monitors the student support services available in the institution like given below:

- Free availability of Books and study materials including dictionaries for free to the students.
- A fund raised from contributions from Alumni to help needy students.
- Many students face challenges while they are studying. The teachers help them to identify, understand and solve the problems. They provide personal counselling to students regarding familial, social and psychological problems.
- Collegiate women's Development Cell (CWDC) looks after grievances of Girl students.
- The teaching faculty counsels and guides students during admission process about subject selection, subject options, scope and future prospects of various subjects and admission procedure.
- The teachers take keen interest to understand each individual and also guide her about better career options available to them.
- UDISHA the placement cell helps students seek and get job according to their need and aptitude.

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

The institute caters education to girl students only. Girl students have a propensity to leave studies when they get married. The faculties personally counsel such girls about the importance of study in life. They are made members of the Alumni Association and regular meetings and interactions with alumni members are conducted.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
225	31	10	-

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

-

#### (c) No. of international students

NIL

Men

No	%
NIL	

Women

No	%
NIL	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
(UG) 143	59	16	44	-	262	139	50	08	28	-	225
PG Sem-II, IV	10	4	-	05	19	06	03	01	02	-	12

Demand ratio

Dropout %

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

No Coaching for competitive Exams are conducted.

No. of students beneficiaries

-

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

- Many students face challenges while they are studying. The teachers help them to identify, understand and solve the problems. They provide personal counselling to students regarding familial, social and psychological problems. Collegiate women's Development Cell (CWDC) looks after grievances of Girl students.
- UDISHA the placement cell helps students seek and get job according to their need and aptitude.

No. of students benefitted

189

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	30-35	02	01

## 5.8 Details of gender sensitization programmes

Being a Girls college, no need has been felt for Gender Sensitization still seminars for legal empowerment of women are always done.

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	2	1000
Financial support from government	49	2,37,395
Financial support from other sources	01	5000/-
Number of students who received International/ National recognitions	-	-

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

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

The institution houses a student grievance redressal cell which is comprised of the principal and two faculties. Students can approach their teachers also with personal, social, psychological problems such as difficulties faced on campus, exam problems and job problems. Teachers counsel them and try to resolve the issues within the limitations of time and resources. Students Representative Council (SRC) also makes representations about students problems and suggestions to the principal and helps to seek solutions.

## Criterion – VI

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

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

The basic mission of our college is to address the present day needs of the marginalised poor girl students. Our aims and objectives therefore are:

- To empower her towards self-reliance and involve her in the mainstreams of the society.
- Through the students to be helpful to the family, society and eventually the world around her.
- To get her sensitised to Gender disparities and discriminations through seminars, conferences and workshops.
- To create awareness in the wider context of 'Human Rights'.
- To understand ways to Social, Economical, Political and Legal Empowerment of women.

To achieve this mission we have a vision to see that every child that enrolls in our institution is empowered to face the society and world with confidence. She creates and maintains her individual identity remaining in the mainstream of society. She is capable of facing all the challenges that life offers her.

**To achieve this vision we Plan:**

- To start vocational courses in computers.
- Integrate the use of Audio-Visual aids in regular courses.
- Upgrade our Home-Science laboratories.
- Provide a platform to the Home-Science students to showcase their culinary skills and talent in Arts & Crafts.
- Function as a nodal agency for training and placement of students.
- To equip our career and Psychological counselling cell to address the needs of the students and to guide them properly.
- To start community networking and Community related projects.
- To introduce modules of Value Based Education.

## 6.2 Does the Institution has a management Information System

Yes, Management of Institutions is centralized.

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

### 6.3.1 Curriculum Development

➤ The College is affiliated to Gujarat University, Ahmedabad which prepares the curriculum. This Curriculum is followed by the college. The University regularly organized Orientation programmes, Refresher Courses and subject Workshops to motivate students and teachers alike. Many faculty members are also part of the Board of Studies at University level.

➤ The institution tries to address the Academic needs of the Disadvantaged section of the society. It provides many types of training at grassroots levels which helps in the self-development of students. Our effort here is to expose these students to fields of Knowledge, which they have never been heard about. In the process of equipping them and empowering them to face the challenges of life our effort is in the direction of making them good citizens with all core values in place. With reference to the above we have done programmes like street play in female foeticide, lecture series on life and moral standards , value education and food festival. The institution has weaved the syllabus with the challenges faced by the students in present times so that they are able to face the current trends in competitive areas.

### 6.3.2 Teaching and Learning

➤ The effective implementation of the curriculum takes place through multi-pronged efforts of the Principal, all the HODs and the other teaching faculty. Teachers are encouraged to impart the curriculum through innovative teaching methods such as presentations, assignments, discussion, seminars and field visits. Educational tours to various institutions, libraries, historical places and manufacturing units are arranged so that the students get a first hand knowledge. The faculty is encouraged to teach through interactive boards installed in the classrooms. Special remedial classes are arranged for the slow learners and also in compulsory subjects. The college also invites experts of different subjects to give lectures.

The IQAC constantly analyses and evaluates all the processes of the institution and gives its suggestions and recommendations to the Principal. The Principal thinks over the recommendations and conveys them to the rest of the staff as and when she deems fit.

### 6.3.3 Examination and Evaluation

Ours is a Grant-in-Aid college and we have to strictly follow the norms of the university regarding Evaluation. With the introduction of the CBSC pattern of studies the major reform is brought in by the university is at the level of drawing question papers. In the new system a question of tasking MCQs in the paper has been introduced which helps in evaluating the grasp of the students to go to the text-book instead of cramming answers from the guide and pamphlets.

### 6.3.4 Research and Development

The institution has formed a committee consisting of three members to monitor and address the issues of research. Our faculty is encouraged to attend state level and National level seminars. They also do paper- reading at the said seminars. The students of M.A. ( Home - Science ) have to prepare dissertations as part of their syllabus. Many faculty members are also Ph.D and M.Phil research guide. Most of the departments encourage and promote participation of students in research. The small projects undertaken by different depts. also involve students.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

The college library has books, reference books and journals helpful for the research. The students and faculty also make use of the other resources available with the sister college in the GLS campus. Many classrooms have been equipped with smart boards, LED Projectors etc. Each dept. has been provided with a laptop.

### 6.3.6 Human Resource Management

Since ours being a grant-in-aid college, recruitment of permanent staff entirely depends on the state government. However, so as not to overburden teachers or make students suffer, the Management sanctions funds for visiting faculty. With its human attitude the Management allocates duties according to the aptitude and ability of the staff.

### 6.3.7 Faculty and Staff recruitment

As ours is a grant-in-aid college recruitment of permanent staff entirely depends on the state government.

### 6.3.8 Industry Interaction / Collaboration

- Many outreach and extension programmes are conducted by the institution throughout the year.
- The Dept. of Sanskrit is associated with the famous L.D. Institute of Indology, Ahmedabad for the study of manuscripts and cultural heritage.
- We have established linkage with many NGO's and industries too. The Lions club is constantly involved in the projects undertaken by the NSS unit. Our Institution in collaboration with the Dinbandhu Welfare Trust and NGO 'Adhar' has done many programmes on HIV Aids.
- Collaborating with Bruhad Gujarat Sanskrit Parishad the institution works for promotion of Sanskrit which is slowly being forgotten from the mainstream of Education.
- The A.I.R. and Akashwani also on and often collaborated with us on Radio talks, Radio-plays etc.
- Under the auspices of 'Udisha' the placement initiative of the Govt. of Gujarat, various representatives of companies visit the college campus to interact with the students.
- The Dept. of Economics, Sociology and Home- Science organized a Short-term training programme for the college students in Co-operation in collaboration with Ahmedabad District Co-operative Union.

### 6.3.9 Admission of Students

Admission of students from this year onwards has been centralized. All the students have to apply to University Admission Cell and then university allots the students colleges according to their needs and preferences.

### 6.4 Welfare schemes for

Teaching	G.L.S. Co-operative Credit and Supply Society provides loans, note-books etc.
Non teaching	
Students	B.D. Consumer store provides journals to students.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes  No

NIL

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	✓	KCG	✓	G.L.S.
Administrative	✓	KCG	✓	G.L.S.

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

The evaluation process of the institution is very transparent and according to the norms of Gujarat University. In the Orientation the students are informed regarding the evaluation process along with the syllabus. The students are clearly explained that they will have to face one internal examination before the university examination and also the weightage of internal marks. Moreover, it is also stressed that they will be evaluated not only on the basis of their performance, but also on other factors like attendance and interaction in class assignments, presentations, project works, participation in other co-curricular and extension activities etc.

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

Not Applicable



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

- Apart from college alumni association the students also become part of GLS Alumni Association. Gujarat Law Society (GLS), by the virtue of its long existence and large number of schools and colleges under its umbrella, now has over 2 million alumni. These are those patrons who despite their flight to success have kept their feet grounded. They have an urge of establishing proximate ties with their alma mater and also share their experiences and learning with the future of the society that is the students of the institute.
- Our Alumni association is called 'Asmadiyah'. The members of the Alumni Association regularly inform their juniors about job vacancies. They also recommend the college to friends for admission. The Alumni Association supports the college by being involved in NSS activities, Food festivals, annual day celebration and other events of the college. Many former students provide their services as invigilators during internal and external exams. They also contribute as donors to the welfare of the college students.

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

- 1) NSS
- 2) Arts and Craft Exhibition - Madhubani
- 3) Support of Parents during Career & Placement Counselling.

#### 6.13 Development programmes for support staff

The administrative staff is encouraged to attend training programmes conducted by the Government and Gujarat and Law Society in computerization, making of pay bills etc.

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

The institute has taken all possible measures to make the campus eco-friendly. The campus is well-maintained. All the plants on the campus are taken care of regularly by a visiting gardner. Moreover teaching faculty and students participate in various tree plantation programmes. The college classrooms are spacious, airy and well-lit. The institute ensures that no electric equipment runs unnecessarily. The college parking area for faculty and students is kept near the entrance. This helps in keeping the campus clean as much as possible.

## 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.

- Many significant innovations are introduced by the institution.
- Many practical projects have been undertaken by different Departments. Our N.S.S. unit has worked in different villages for village upliftment.
- In curricular innovations also the students are encouraged to prepare projects relating to their syllabi. They are also encouraged to prepare projects relating to general awareness or current affairs.
- Being a vernacular medium college students were unable to understand English, so the teachers became bilingual in the class.
- In Economics, Sociology and Home-Science classes were conducted in 'Co-operation', which is a part of the syllabus.
- One of the aims of any holistic education should be to develop patriotism in any student. Our NCC unit through the National Integration Camp tries to fulfil this aim.
- The students of the college do not come from affluent families still they are the highest contributors to 'Ahmedabad City Shikshan Committee' and they also have been winning shields for this charitable work.

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

All these innovations have resulted in the improvement of the overall growth of the students.

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

#### **Best Practice: 1)**

##### **S.R. Bhatt Elocution Competition**

- Title of the Practice: Annual Hosting of Prin. S.R. Bhatt Memorial Trophy Elocution Competition.
- Goal: To popularize the skill of Oratory amongst girl students and to encourage and motivate them to speak on the stage with confidence.
- The Context: The founder principal of the college Prof. S.R. Bhatt was a scholar and Orator and a great educationist. When he retired a fund was collected for his farewell. This fund later became the Corpus for 'Principal S.R. Bhatt Memorial Trophy'. This trophy is given to the team of girl students of Higher Secondary school who speak best in the competition. This tradition has been continuing for more than thirty years which is a matter of pride for the college.

- The Practice: For this competition a formal invitation card is sent to several schools of the city. About 15 to 20 schools participate in this competition. Each school sends two girl students to speak for and against the given topic. The topics selected for debate are mostly contemporary issues. Eminent scholars are invited as Judges and Guest of Honor. Prin. S.R. Bhatt Memorial Trophy is awarded to the winning team as First Prize. Prof. F.C. Davar trophy is awarded to the runners up as Second Prize.
- Evidence of Success: This is a practice which has completed more than thirty years and is still going strong. All the schools of Ahmedabad have participated in this competition time and again.
- Problems Encountered and Resources Required: Due to inflation the interest incurred on the amount collected for this cause is not sufficient. The extra expenses incurred for photography, remuneration paid to the judges, cash prizes given to the participants printing invitation cards, refreshments served to all participants, guests and college staff etc. is borne by generous support from the sponsors.
- Contact Details: Name of the Principal: Dr. Geetaben P. Mehta  
 Name of Institution: B.D. College  
 City : Ahmedabad  
 Pin Code : 380001  
 Accredited Status : B  
 Phone : 079- 25500004  
 Website : www.bdartscollege.org  
 Mobile : +91 - 9825017019  
 Email : bdartsgujaratlawsociety.org

**Best Practice: 2)**

- Title of the Practice: Project undertaken by NSS.
- Goal: To inculcate in students an Aptitude for Community Services.
- The Context: The institution always lays stress on the development of the complete personality of the complete personality of the students. With this motto in mind the N.S.S. unit of the institution works in the area of village upliftment. Adult literacy, cleanliness and hygiene etc. The environment is also one of the areas in which the N.S.S. works.
- The Practice: Under the able stewardship of Dr. Mukundbhai Patel and active co-operation from other staff members like Dr. Amitbhai Pate, Dr. Dhirajbhai Vanker and Dr. Mohanbhai Chavda the NSS unit of the institution does a commendable job with lot of visits, competition, training etc.
- Evidence of Success: The annual NSS camp by the unit this year was conducted at village Istolabad, Taluka - Daskroi and District - Ahmedabad. This year also 48 N.S.S. volunteers participated in the same. In the one week camp with the involvement and co-operation of the village people and staff many activities like rallies for cleanliness, health competition, slogan-writing etc. took place.

➤ Problems Encountered and Resources Required:

- 1) Being a Girls college students don't join the camp voluntarily they have to be persuaded.
- 2) The Sarpanch and the school Principal of the village where the camp has to be conducted also don't show much enthusiasm in hosting the camp.
- 3) The amount of Rs.450/- per student given by the Govt. for 7 days is also very less creating financial load on the programme Incharge.

➤ Contact Details: Name of the Programme Incharge : Dr. Mukundbhai Patel

Name of Institution	: B.D. College
City	: Ahmedabad
Pin Code	: 380001
Accredited Status	: B
Phone	: 079- 25500004
Website	: www.bdartscollege.org
Mobile	: +91 - 9824013993

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

7.4 Contribution to environmental awareness / protection

The institute has taken all possible measures to make the campus eco-friendly. The campus is well-maintained. All the plants on the campus are taken care of regularly by a visiting gardner. Moreover teaching faculty and students participate in various tree plantation programmes. NSS students planted 1000 trees in municipal garden near college campus. To create awareness and sensitize students to environmental issues various programmes are held such as slide show, lecture by expert etc.

7.5 Whether environmental audit was conducted?

Yes

No

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

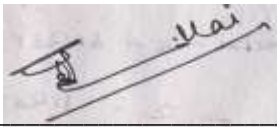
Gujarat Law Society had organized an Essay competition on the history of G.L.S. Thirty Seven Institutes participated in the same and our college stood first in the same.

## 8. Plans of institution for next year

- 1) Will do efforts to increase strength of students.
- 2) Will do more rigorous placement process and to introduce value-added and skill-based courses.

Name Prof. Pillai Usha Narayan

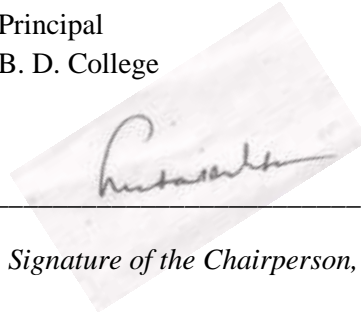
HOD. English  
B.D. College



\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

Name Dr. Geeta P. Mehta

Principal  
B. D. College



\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

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