The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Sardar Gunj Mercantile Co-op Bank Limited (Anand) English Medium College of Commerce and Management

1.2 Address Line 1

> Nr. Shastri Maidan,

Address Line 2

> Nana Bazar

City/Town

> Anand

State

> Gujarat

Pin Code

> 388120

Institution e-mail address

> naac@semcom.ac.in

Contact Nos.

> 02692-235624

Name of the Head of the Institution:

> Dr. Waheeda Thomas

Tel. No. with STD Code:

> 02692-235624

Mobile:

> 9099451897

Name of the IQAC Co-ordinator: Dr. Yashasvi Rajpara

Dr. Swaty Parab

Mobile:

9825256576

IQAC e-mail address:

naac@semcom.ac.in

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

EC(SC)/09/A & A/17.2 dated 14-09-2015

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

EC(SC)/09/A & A/17.2 dated 14-09-2015

1.5 Website address:

http://www.semcom.ac.in

Web-link of the AQAR:

http://www.semcom.ac.in/inner.asp?load=naac

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.18	2009	Dec.2014
2	2nd Cycle	A	3.01	2015	Sept.2020
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   **30-12-2005**

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

2016-17

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

June- 2015 to May-2016 Submitted on 29th September-2016

1.10 Institutional Status

University   State   √ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes √ No ☐

Constituent College   Yes ☐ No √

Autonomous college of UGC   Yes ☐ No √

Regulatory Agency approved Institution   Yes ☐ No √

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

Type of Institution   Co-education √ Men ☐ Women ☐

                       Urban ☐ Rural ☐ Tribal ☐

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

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

1.11 Type of Faculty/Programme

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

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

Others   (Specify)   .

1.12 Name of the Affiliating University *(for the Colleges)*   **SARDAR PATEL UNIVERSITY**

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

- Self-Finance Institute

2. IQAC Composition and Activities

2.1 No. of Teachers `9`

2.2 No. of Administrative/Technical staff `1`

2.3 No. of students `1`

2.4 No. of Management representatives `1`

2.5 No. of Alumni `1`

2. 6 No. of any other stakeholder and

   community representatives `1`

2.7 No. of Employers/ Industrialists `1`

2.8 No. of other External Experts `2`

2.9 Total No. of members `14`

2.10 No. of IQAC meetings held   18

2.11 No. of meetings with various stakeholders: No. `    `   Faculty `18`

   Non-Teaching Staff Students `18`   Alumni `1`   Others `1`

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

   If yes, mention the amount `        `

2.13 Seminars and Conferences (only quality related)

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

   Total Nos. `    `   International `    `   National `2`   State `    `   Institution Level `    `

   (ii) Themes :

- National Seminar on "Managing Business & Technology: SWOC in the Emerging Future"
- Management Conclave consisting of Seminar on E-Business, Best Business Idea Competition, Admaking contest, Faculty Paper Presentation contest, TechnoFest.

2.14 Significant Activities and contributions made by IQAC

- Preparing the Academic Planner

- Preparation of teacher-wise workload and allocation of subjects

- ISO Internal and Surveillance Audits

- National Seminar on 'Emerging Business Challenges: Ideas & Solutions'

- IT based education infrastructure : Project Bluebook and Voniz

- Publication of Research journal : SEMCOM Management and Technical Review

- DELNET and INFLIBNET/NLIST subscription

- IT Hardware and Software upgradation

- Student Feedback

- Internal Peer feedback

- Academic Audit points for each faculty

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
Preparation of Academic Calendar	Academic Calendar monitored and largely it has been following with minimum changes.
To organize seminar and research paper contest	Management sponsored seminar and research paper contest.
To prepare Academic Audit points for each faculty	Academic Audit points calculated for each faculty and submitted to management.

To prepare Teaching plans for each faculty	Subject-wise teaching plans prepared by each faculty at the beginning of each term
To publish research journal	Timely publication of International bi-annual peer reviewed research journal 'SEMCOM Manangement and Technical Review' with ISSN
ICT based teaching	Teaching Thru' TAB and VONIZ-an online educational ERP implemented
Admission Counseling	Counseling carried out by faculty members.
To conduct Green audit	Audit conducted and Green audit cell created.
To encourage faculty for research	Four minor research project proposals submitted, one seminar organized by the institute, 14 number of research papers presented/published
To create awareness about expert medical assistance	Workshops organized by Women Cell for girl students on various health issues.

* 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

Yes it was discussed and approved.

Criterion

Part – B

Criterion – 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	0	0	0	0
PG	1	0	1	0
UG	4	0	4	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	4	2	6	0
Certificate	1	0	0	0
Others	**3**	0	0	0
Total	13	2	11	0

Interdisciplinary	**1**	0	0	0
Innovative	0	0	0	0

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

Pattern	Number of Programmes
Semester	5
Trimester	0
Annual	0

1.3 Feedback from stakeholders*   (On All Aspects)
Alumni ☑ **Parents** ☑ **Employers** ☑ **Students** ☑

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

Feedback from stakeholders (Annexure -II)

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

- Yes, Syllabus of BBA (ITM) Semester V and Semester VI are revised.

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

- No

Criterion – II: Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
35	25	01	01	08

2.2 No. of permanent faculty with Ph.D.

- 18

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
-	-	-	-	-	-	4	-	4	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Faculty	Visiting Faculty	Temporary Faculty
00	01	07

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	6	0
Presented	2	8	0
Resource Persons	0	0	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:
- TENO mobile application for information announcements to Students and Parents both

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

- 170

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)
- Internal improvement test introduced for the students not having minimum marks.

- Appointment Observers by Sardar Patel University for University exams.

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

Board of Study	Faculty	Curriculum Development Workshop
08	13	00

2.10 Average percentage of attendance of students: 57%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BBA ITM	54	35.19	40.74	20.37	-	96.29
BBA (Gen)	59	25.42	25.42	33.90	-	84.75
BCA	45	22.22	15.56	55.56	-	93.33
BCOM	84	16.66	30.95	36.90	-	84.52

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

- Subject allocation to each faculty, suggesting new recruitment requirements to the management for the next academic year
- Preparation of Course plan, Logbook, Gap analysis of each teacher subject-wise and course completion report
- Feedbacks from Students, Peer feedback, Parents' feedback, Employer's feedback
- Various policies like Assignment, Leave, Examination, Attendance, Gracing are prepared
- Conducting assignment tests and Internal examination
- Training to faculty for ICT use

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	9
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	1
Staff training conducted by other institutions	21
Summer / Winter schools, Workshops, etc.	1
Others	0

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	07	-	-	-
Technical Staff	03	-	-	-

Criterion – III: Research, Consultancy and Extension

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

Two National seminars were organised in the college:

- National Seminar on "Managing Business & Technology: SWOC in the Emerging Future"
- Management Conclave consisting of Seminar on E-Business, Best Business Idea Competition, Admaking contest, Faculty Paper Presentation contest, TechnoFest.

3.2   Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	Not eligible being a Self-Financed College.			
Outlay in Rs. Lakhs	NA	NA	NA	NA

3.3   Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	1	0	0	0
Outlay in Rs. Lakhs	0.25	NA	NA	NA

3.4   Details on research publications

	International	National	Others
Peer Review Journals	6	0	0
Non-Peer Review Journals	0	0	1
e-Journals	0	27	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

- Nil

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	NA	NA	NA	NA
Minor Projects	NA	NA	NA	NA
Interdisciplinary Projects	NA	NA	NA	NA
Industry sponsored	0.5	Maksim Alloys	Rs.25000	Rs.25000
Projects sponsored by the University/ College	NA	NA	NA	NA
Students research projects *(other than compulsory by the University)*	NA	NA	NA	NA
Any other(Specify)	NA	NA	NA	NA
Total			Rs.25000/-	Rs.25000/-

3.7 No. of books published   i) With ISBN No. ☐ 1   **Chapters in Edited Books** ☐ 7

ii) Without ISBN No. ☐ 0   **Chapters in Edited Books** ☐ 0

3.8 No. of University Departments receiving funds from

UGC-SAP [NA] CAS [NA] DST-FIST [NA]

DPE [NA] DBT Scheme/funds [NA]

3.9 For colleges Autono [NO] CPE [NO] DBT Star Scheme [NO]

INSPIR [NO] CE [NO] Any Other (specify) [-]

3.10 Revenue generated through consultancy [Rs.25,000-]

3.11 No. of conferences organized by the Institution:

Level	International	National	State	University	College
Number	0	2	0	0	0
Sponsoring agencies	NA	CVM	NA	NA	NA

3.12 No. of faculty served as experts, chairpersons or resource persons [1]

3.13 No. of collaborations International [1] National [0] Any other [1]

3.14 No. of linkages created during this year [0]

3.15 Total budget for research for current year in lakhs : Rs. 4,74,500/-

From Funding agency [Nil] From Management of University/College [Rs.4,74,500]

Total [Rs.4,74,50]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

**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
0	0	0	0	0	0	0

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

Phd. Guides	Students Registered
07	21

3.19 No. of Ph.D. awarded by faculty from the Institution: 8

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

JRF 0   SRF 0   Project Fellows 0   Any other 0

3.21 No. of students Participated in NSS events:

University level 0   State level 0

National level 0   International level 0

3.22 No. of students participated in NCC events:

University level 0   State level 0

National level 0   International level 0

3.23 No. of Awards won in NSS:

University level 0   State level 0

National level 0   International level 0

3.24 No. of Awards won in NCC:

University level [0]   State level [0]

National level [0]   International level [0]

3.25 No. of Extension activities organized

University forum [25]   College forum [20]

NCC [0]   NSS [0]   Any other [0]

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

- Tree Plantation
- Go Green Day
- International Yoga Day
- Medical Check up
- Workshop on Dengue Awareness
- Meditation Sessions
- Parent Teacher Meeting
- Parents Workshop
- Career Counselling Day
- Expert talk by Indo – Canadian Chamber of Commerce
- Green Business Fair (Eco Fest and Feast 2017)
- Motivational lecture on career goals
- TCS Workshop
- Women Cell workshop
- Public speaking workshop
- Union Budget Live telecasting
- Young Voters Day Poster Making Competition
- Workshop on Dengue Awareness
- Blood Donation (Twice)
- Thalassemia Test

Criterion – IV: Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	0.51 acres	0	-	
Class rooms	20	0	-	
Laboratories	3	0	-	
Seminar Halls	1	0	-	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		30,64,000	CVM	30,64,000
Others				

4.2 Computerization of administration and library

Administration: 100%

Library: 100%

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5031	1,560,693	50	23268	5081	1,583,961
Reference Books	5853	2,242,057	5	2174	5858	2,244,231
e-Books						
Journals	477	1,246,709	51	158838	528	1,405,547
e-Journals	83	141,584	13	30234	96	171,818
Digital Database						
CD & Video	234	4,42,860	6	10000	240	10,000
Others (specify)	8	431,725	1	66500	9	498,225

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others (TAB)
Existing	150	3	230	-	-	5	17	100
Added	80	0	0	-	-	0	0	0
Total	230	3	230	-	-	5	17	100

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

TENO App

4.6 Amount spent on maintenance in lakhs :

  i) ICT

  38,67,000

  ii) Campus Infrastructure and facilities

  27,97,742

  iii) Equipments

  3,950

  iv) Others

  00

Total :

  66,68,692

Criterion – V: Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Through circulars
2. Through noticeboards
3. Through Teacher – Student one to one counselling
4. Through parents teachers meeting
5. Through website and Social Media Apps
6. Through prospectus and academic planner

5.2 Efforts made by the institution for tracking the progression

1. Student Counselling
2. Alumni Meet is organized every year.
3. Alumni Database – NEEV is prepared every year.
4. Graduating Students' feedback is obtained.
5. Regular Result Analysis
6. Parents Teachers Meetings

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
751	52	8	-

(b) No. of students outside the state

56

(c) No. of international students

03

Men

No	%
553	69

Women

No	%
250	31

Last Year 2015-16						This Year 2016-17					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
841	10	07	61	-	919	744	4	1	54	-	803

Demand ratio   1.43:1   Dropout % 4.23%

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

CPT Guidance and Study Leaves, Personality Development Program, non-credit course on Career Counselling for final year students, Guest Talks and Workshop on Career counselling, Field visits

No. of students beneficiaries   All Students

5.5 No. of students qualified in these examinations

NET   0   SET/SLET   0   GATE   0   CAT   8

IAS/IPS etc   0   State PSC   0   UPSC   0   Others   41

5.6 Details of student counselling and career guidance

All students are provided career guidance through class counselling. Various programs and workshops for career guidance such as Add- On course on Career Counselling, Visit to AMA for Post Graduate students.

No. of students benefitted   All Students

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
04	08	08	16

5.8 Details of gender sensitization programmes

Date	Resource Person	Topic	No of students participated
8th July 2016	DYSP Hetal Patel	Women Safety & Security for girl students	54
20th October 2016	Ms. Dhwani Sharma	UDAAN, a unique PDP	All ladies staff
21st December 2016	Ms. Dhwani Sharma	UDAAN, a unique PDP	150 girl students
4th February 2017	Dr. Nipa Modi	Gynaecological Issues	150

5.9 Students Activities

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

State/ University level   44   National level   1   International level   -

No. of students participated in cultural events

State/ University level   24   National level   1   International level   1

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

Sports: State/ University level | 39 | National level | 1 | International level | - |

Cultural: State/ University level | 24 | National level | - | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	5	98750
Financial support from government	3	48520
Financial support from other sources	3	99200
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level | 1 | National level | - | International level | - |

Exhibition: State/ University level | 3 | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 3 |

5.13 Major grievances of students (if any) redressed:
1. Washroom Cleanliness
2. Ordering more new books in the library

Criterion – VI: Governance, Leadership and Management

6.1   State the Vision and Mission of the institution

Vision: To contribute to the societal enrichment through quality education, innovation and value augmentation.
Mission: To build up a competitive edge amongst the students by fostering a stimulating learning environment.

Does the Institution has a management Information System?

6.2

Yes, the college has MIS.

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

6.3.1 Curriculum Development

Initiated change in course structure of BBA ITM and nomenclature of M.Com. (E Business). Also actively involved in designing the structure and course curriculum for Semester I to Semester VI of BBA ITM. College is regularly organizing meetings for designing and detailing of different courses.

6.3.2 Teaching and Learning

Use of recorded lectures by students and faculty members through tablets available in college library and online resources.

6.3.3 Examination and Evaluation

Assignments, Tutorials, Open-book Examination, Project Report, Presentation, Viva voce

6.3.4 Research and Development

- Organising Seminars
- Submission of minor research projects
- Publication of Bi-annual International Peer-reviewed Research Journal SEMCOM Management & Technology Review
- Publication of e-newsletter DRIVE containing research based articles by faculty members & students.

6.3.5 Library, ICT and physical infrastructure / instrumentation

ICT – E-resource, Tablet-bank, Physical infrastructure up gradation

6.3.6 Human Resource Management

- Industrial exposure through national and international tour
- FDP programmes
- Skills development
- Permission and duty leaves for orientation/refresher/seminars
- Permission for higher study, attending and presenting papers in various seminars, workshops, conferences, symposiums, etc.
- Faculty Research Contest
- Permission to deliver expert lectures and judge various events at various outside institutions

6.3.7 Faculty and Staff recruitment

UGC Guidelines, Command over English Language, Demo session, ICT Skills

6.3.8   Industry Interaction / Collaboration

Increased interaction of students and faculty with industry, guest lectures of resources persons and alumni from industry,, summer training competition, Industry visits, Educational tours

6.3.9   Admission of Students

Single window facility, One to one counselling, ICT Enabled admission process

6.4   Welfare schemes for

Teaching	6
Non teaching	7
Students	17

6.5   Total corpus fund generated   ₹ 48,37,690

6.6   Whether annual financial audit has been done?   Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Charutar Vidya Mandal
Administrative	No	-	Yes	Charutar Vidya Mandal

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

For UG Programmes   : No

For PG Programmes   : No

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

Exam reform unit instituted by SP University. Inputs by faculty member of the college who are representing at various board of studies at S P University.

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

University does not have any such permission.

6.11   Activities and support from the Alumni Association

Alumni meet every year, Co-curricular activity help, placement support, publicity support, Industry visit, Expert Talk, Scholarships

6.12   Activities and support from the Parent – Teacher Association

Infrastructure support, placement support, permission for industrial visit, Book Worm club

6.13   Development programmes for support staff

Permission and duty leave for attending workshop and training program, necessary guidance for performing their duties by the head of the institution and management

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

- Saving electricity by judicious use of electrical equipment.
- Orienting the users through counselling for optimum use of college resources.
- Encouraging the use of paper dishes by canteen.
- Turning off taps of water when not in use.
- Decoration using recyclable material in various events of college, Best-out-of-waste competition.
- Organizing Green Business and Technology fair to increase awareness and to motivate students to use eco-friendly products,
- Continuous orientation of staff and students for judicious use of water and paper,
- Use of eco-friendly incinerator in ladies room
- Dustbins are placed and used appropriately by staff members and students
- Increase use of e-platform for internal communication.

Criterion – VII: 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.

1) All the students of the college were mandatorily registered for Anti Ragging as per the provisions of UGC and SPU.
2) 4 Skill based Diploma Programme.
3) College took initiative in introducing "Eco Fest & Feast", first of its kind, among all the colleges of S.P.University.
4) CINECON Short Film Making Contest was organized to bring out the film making talent of students.
5) 05 students of the college from various classes across all the streams, were awarded scholarship by Charutar Vidya Mandal.

6) Conducted Public Speaking Workshop for training the students to become a good speaker.
7) Conducted Workshop in association with state BJP Cell for providing information on Government Schemes for Women in Gujarat, for the female students of college and women employees of CVM.
8) Android based mobile app "SEMCOM" has been developed and launched.

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

All activities as per the Academic planner were held and satisfactorily completed.

7.3 Give two Best Practices of the institution

- Experiential Learning
- Eco Fest & Feast

(Annexure III)
7.4 Contribution to environmental awareness / protection

1) Tree plantation Day
2) Green Business and Technology Fair
3) Uses recycled and used material like cloths, jute material, and flex material etc. for decoration purpose.
4) Profile of students has been digitized in order to curtail the usage of stationary.
5) took initiative for replacing physical distribution of study material with digitized form of study material
6) Initiated Environmental Consciousness by setting up "Environmental Cell" from the year 2013 – 2014.
7) Introduced practice of using single side rough pages for printing for various in house communications.
8) The college has developed Environmental Management System (EMS) on the basis of guidelines on Environmental Audit developed by Institute of Chartered Accountancy of India (ICAI), Delhi for conducting Green Audit on Four major areas: 1) Energy, 2) Environment, 3) Housekeeping, and 4) Garden.

7.5 Whether environmental audit was conducted?

Yes √   No ☐

7.6 Any other relevant information the institution wishes to add.

1) SEMCOM received "Digital Championship 2016 Award" by MTC Global, Bangalore.
2) 18 faculty members are Ph.D. degree holders and out of them 11 faculty members are recognized Doctoral research guides in Faculty of Commerce and Faculty of Management at S.P.University, while 05 faculty members are pursuing their Ph.D.
3) 1 faculty member submitted Ph.D. thesis.
4) 1 Edited book was published by 3 faculty members.
5) 3 reference books were published by 1 faculty member.

Plans of institution for next year

1) To apply for NIRF as per UGC guidelines
2) Up-gradation of computer hardware and software in all labs.
3) Encouraging teachers for consultancy assignment.
4) Exploring opportunity for funds from Alumni for scholarships.
5) To encourage students for Start-Up project under various schemes.
6) To Apply for various government schemes for Entrepreneurship Development.
7) To Conduct International Industrial Tour
8) To Encourage Faculties to apply for Ph.D. Guideship at Sardar Patel University.
9) To regularise the Social Outreach Cell and apply for NSS unit.
10) To explore other avenues of scholarships for deserving students.
11) To encourage and facilitate students to take international training and internship.
12) To initiate certificate program in Export Management.

IQAC Coordinators: **IQAC Chairperson:**

Dr. Yashasvi Rajpara   **Dr. Waheeda Thomas**

Dr. Swaty Parab