



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

1. Name of the Institution	THE DHANSURA PEOPLES CO OP BANK LTD ARTS AND COMMERCE COLLEGE
Name of the head of the Institution	DR PRAFULLABEN C BRAHMBHATT
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	09427399932
Mobile no.	9427399932
Registered Email	DHANSURA_COLLEGE@YAHOO.COM
Alternate Email	prin.pcb@gmail.com
Address	NR RAILWAY CROSSING DHANSURA-AHMEDABAD ROAD DHANSURA
City/Town	DHANSURA DIST ARAVALLI
State/UT	Gujarat
Pincode	383310

<b>2. Institutional Status</b>																			
Affiliated / Constituent			Affiliated																
Type of Institution			Co-education																
Location			Rural																
Financial Status			state																
Name of the IQAC co-ordinator/Director			DR. PARULBEN S SONI																
Phone no/Alternate Phone no.			02774222219																
Mobile no.			9427399932																
Registered Email			DHANSURA_COLLEGE@YAHOO.COM																
Alternate Email			PRIN.PCB@GMAIL.COM																
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)			<a href="https://dpcbl.org/index.php?id=aqar">https://dpcbl.org/index.php?id=aqar</a>																
<b>4. Whether Academic Calendar prepared during the year</b>			Yes																
if yes,whether it is uploaded in the institutional website: Weblink :			<a href="https://drive.google.com/file/d/1KkZYWAcVaWX8SQzqf4VeL6331Jf1L7Tk/view?usp=drive_link">https://drive.google.com/file/d/1KkZYWAcVaWX8SQzqf4VeL6331Jf1L7Tk/view?usp=drive_link</a>																
<b>5. Accreditation Details</b>																			
<table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>1</td> <td>B</td> <td>2.11</td> <td>2011</td> <td>27-Mar-2011</td> <td>26-Mar-2016</td> </tr> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B	2.11	2011	27-Mar-2011	26-Mar-2016
Cycle	Grade	CGPA	Year of Accreditation	Validity															
				Period From	Period To														
1	B	2.11	2011	27-Mar-2011	26-Mar-2016														
<b>6. Date of Establishment of IQAC</b>			30-Jul-2020																
<b>7. Internal Quality Assurance System</b>																			
<table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date &amp; Duration</th> <th>Number of participants/ beneficiaries</th> </tr> <tr> <td>Orientation Programme for</td> <td>26-Jun-2019</td> <td>252</td> </tr> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	Orientation Programme for	26-Jun-2019	252					
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Orientation Programme for	26-Jun-2019	252																	

newly admitted students  
Arts & Commerce

01

L::asset('/', 'public').'/public/index.php/admin/get\_file?file\_path='.encrypt('Postacc/Special\_Status/'.\$instdata->upload\_special\_status)}}}

No Files Uploaded !!!

**8. Provide the list of funds 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
Institution	NSS	HNGU Patan	2019 365	76016
Institution	KCG	KCG Govt Of Gujarat	2019 365	7000
State Govt	Salary Grants	Guj Govt.	2019 365	39698014
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

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

1

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 Uploaded 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)**

The IQAC has worked for the 2nd Cycle NAAC accreditation process.

The IQAC organized successfully a batch of Finishing Schools sponsored by the Knowledge Consortium of Gujarat (KCG) of the Gujarat Government

The IQAC has arranged the Faculty and Students Exchange Programme under MoUs.

IQAC organized cocurricular and extracurricular activities to promote quality culture in institutions.

The IQAC continuously observe the works and activities held during the year

[View Uploaded File](#)

**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 arrange IQAC meeting on time and reform new committee.	IQAC Meetings conducted two meetings in this academic year and prepared an action plan and followed it up.

[View Uploaded File](#)

**14. Whether AQAR was placed before statutory body ?**

No

**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

2020

Date of Submission

31-Jan-2020

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

The college has instituted an Internal Quality Assurance Cell IQAC) as per the guidelines of NAAC UGC. The cell consists of members from the Management, college Alumni, Principal of the college, Co ordinator of the steering committee (NAAC and IQAC), heads of the departments and other reputed people of the town. The cell aims at quality enhancement based on the suggestions of the previous NAAC peer team report. Every year the cell outlines the goals and sets targets regarding the overall quality of the institution, which includes needful things to be done and feedback from all stakeholders. The meeting of IQAC is regularly being held at the college wherein all the oncerned issues regarding quality improvement are being

discussed and solutions are arrived at. The annual report on the institute efforts of quality improvement and the achievement of superior outcomes on all aspect of holistic education is being sent to NAAC UGC as Annual Quality Assessment Report (AQAR) by the IQAC. The AQAR of institution is placed before management of the institution.

## 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

The Dhansura People's Co-Operative Bank Ltd. Arts & Commerce College, Dhansura is affiliated to Hemchandracharya North Gujarat University, Patan. The curriculum of all the subjects are designed by the University to be delivered in the affiliated institutions. As per the university guideline, this institution has followed and maintained an inspiring atmosphere in the campus for supporting the effective delivery of all components of the curriculum like teaching, learning, assessment and resource in its core function of teaching at the classroom level. The goal of teaching curriculum at the very micro level are to: (1) give students a deeper understanding of their core subjects; (2) encourage them to pursue higher education; and (3) help them transition from students to valuable human resources by providing them with the skills and moral values they need in their personal lives and to participate meaningfully in society as responsible citizens of the nation. The curriculum and its teaching aim to foster in every student the development of critical and creative thinking, evaluative skills, communication abilities, teamwork, inventive and innovative attitude, and aptitude in all programs. All teachers are sent for training such as Orientation programs, Refresher courses, Short-term courses, seminars, conferences, and workshops in order to fulfill the aforementioned goals and mission of effective curriculum delivery. Teachers concentrate on the students, the content, and society on an equal footing. The skilled educators use their expertise to implement efficient teaching methods that cater to a variety of learners and varied intelligences. In their classroom teaching, they gather and use appropriate and relevant study materials, digital resources, charts, posters, multimedia, audiovisual aids, and other ICT tools. Initially, teachers oversee the students' academic progress and after that they help fill the gaps and divides in the students' learning that have arisen because of sociocultural and economic issues, such as rural and urban, rich and poor, gender discrimination, and social stigmas. Lastly, they provide counseling to issues of poor learning and absenteeism. As part of the curriculum and evaluation process, all the students must give written tests twice a semester and complete assignments, projects, seminars, and viva voces. Teachers play a vital role who implement, evaluate, and provide students with a high-quality education in terms of curriculum delivery. The curriculum helps students develop a strong foundation to support learning in both their current and higher level of studies by categorically identifying the learning outcomes, standards, and competencies of the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene	Skill Development
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urship					
NA	NA	Nil	0	NA	NA

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
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### 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	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	HISTORY	15/06/2019
BA	ECONOMICS	15/06/2019
BA	GUJARATI	15/06/2019
BA	HOME SCIENCE	15/06/2019
BA	ENGLISH	15/06/2019
BCom	Commerce	15/06/2019
MA	HISTORY	15/06/2019

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

	Certificate	Diploma Course
Number of Students	0	0

## 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
00	Nil	Nil
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NA	0
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## 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 institution has its own website that is updated regularly. Throughout this year, we have been gathering feedback online from our students, teachers, alumni, and parents about the syllabus. Every year individual questionnaires are created for every stakeholder. The syllabus questions pertain to the learning value in terms of skills, concepts, knowledge, analytical abilities. Relevance to practical life situations. Relevance in practical scenarios. Depth of the course content. Course coverage. Availability of study materials, Reference books and textbooks. On the basis of understanding, level of course. Importance of course in professional development. Overall rating. The students are encouraged by the Principal, IQAC and faculty members to fill in the feedback. On collecting the feedback, we analyse the data and prepare a conclusion of each feedback question. The deficiencies, at the end of the feedback are found out and resolved.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA	390	367	367
BCom	BCOM	130	46	46
MA	MA	80	64	64

[View Uploaded File](#)

### 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
2019	413	64	17	2	17

### 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 Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
17	7	5	1	1	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

NA

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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477	17	1:28
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## 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
17	16	1	0	9

### 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
2019	NIL	Associate Professor	Nill
2020	NIL	Associate Professor	Nill
2019	NIL	Assistant Professor	Nill
2020	NIL	Assistant Professor	Nill
2019	NIL	Principal	Nill
2020	NIL	Professor	Nill
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## 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
BA	BA	6	18/03/2019	03/06/2020
BCom	BCOM	6	18/03/2019	01/10/2020
MA	MA	4	18/03/2019	23/02/2021
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution is affiliated to the Hemchandracharya North Gujarat University, Patan therefore the norms and system set by the university are strictly followed by the institution. The university has implemented the Choice Based Credit system and semester system in all UG and PG programs. Moreover, a system for both Continuous internal evaluation and End Semester evaluation (ESE) have been introduced. In context with the universitys changes, the colleges internal evaluation system is regularly revised. The Continuous Internal Evaluation (CIE) system has been implemented by the college for internal grading at the institutional level. About the Continuous Internal Evaluation (CIE) and End Semester Evaluation (ESE), students are well notified either through display on college website or on notice board. Further, the students are informed about the syllabus and evaluation system in the orientation. The evaluation process



consists of classroom evaluation, assignments, internal tests, presentation etc. IQAC and the Exam committee decide the dates of the unit tests. The time table for the tests are prepared accordingly by the exam committee and it has been displayed on notice board and the college's website. The internal marks submission date is also decided.

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

The Institution is affiliated to Hemchandracharya North Gujarat University, Patan and the academic calendar is prepared by the University. The academic calendar is prepared with a view to completing the syllabus and CIE within the maximum working day. As per the structure of the university, the college prepares its academic calendar in the beginning of the academic year and the yearly activities and exam schedule work as per the academic calendar set by the university. Having prepared the academic calendar, the college displays it on the notice board and college website to impart the information to the students in advance. The students are given detailed information regarding the academic calendar and CIF in the orientation program as well. For the smooth implementation of the academic calendar, the principal arranges a meeting with the HODs. The HODs also conduct the departmental meeting to conduct the CIE (Continuous Internal Evaluation). To complete their CIE task, all the departments follow the academic calendar. As per the university structure of internal marks of each course, out of 30 marks, 15 marks are given based on unit tests and the rest 15 marks are given on the base of assignments, seminars, attendance, workshops, book review, etc. Assignment, book review etc. are given to the students well in advance and the faculty members ensure its submission and evaluation on time. After the internal assessment, the internal marks are displayed on the notice board and college website for transparency before sending it to the university. For majority activities, the institute follows university academic calendar.

## 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)

[https://drive.google.com/file/d/14akbH5b6aKeYZ3ikGSRXERG3zns2l0lr/view?usp=drive\\_link](https://drive.google.com/file/d/14akbH5b6aKeYZ3ikGSRXERG3zns2l0lr/view?usp=drive_link)

### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA-6	BA	BA	129	90	93.79
BCOM-6	BCom	BCOM	53	41	77.35
MA	MA	MA	33	33	100

[View Uploaded File](#)

## 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)

[NA](#)

## 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
Minor Projects	00	00	0	0
Minor Projects	00	00	0	0
Total	00	00	0	0
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### 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
IPR : NAAC Latest Format (online)	IQAC	30/05/2020

#### 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
0	00	00	Nil	00
No file uploaded.				

#### 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
0	0	00	0	0	Nil
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

#### 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)
National	PSYCHOLOGY	3	1
National	HISTORY	1	1
National	ECONOMICS	2	1
National	GUJARATI	2	1
National	ENGLISH	7	1
<a href="#">View Uploaded File</a>			

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
COMMERCE	2
GUJARATI	2
ECONOMICS	3
SANSKRIT	1
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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
NIL	NIL	NIL	2019	0	NIL	0
No file uploaded.						

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
NIL	NIL	NIL	2019	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	4	42	19	Nill
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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
34	10	83	1568
<a href="#">View File</a>			

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
NIL	NIL	NIL	0
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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 activities	Number of students participated in such activities
NSS	PATANJALI TRUST MODASA	INTERNATIONAL YOGA DAY	2	4
NSS	CHC DHANSURA	WOLRD POPULATION DAY	2	45
NSS	INDIAN RED CROSS SOCIETY MODASA	TREE PLANTATION	4	28
NSS	INDIAN RED CROSS SOCIETY DHANSURA COLLEGE	ELDERLY HOME CARE ASSISTANCE COURSE	3	45
NSS	ARTS COMM COLLEGE DHANSURA	NSS ORIENTATION PROGRAM	2	150
NSS	HNGU PATAN	YUVA NETRUTVA TALIM SHIBIR	2	45
<a href="#">View File</a>				

### 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
NIL	NIL	NIL	0
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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/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	0
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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
NIL	Nil	NIL	0
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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



Existing	35	25	35	25	25	5	5	40	0
Added	0	0	0	0	0	0	0	0	0
Total	35	25	35	25	25	5	5	40	0

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

40 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
NIL	Nil

#### 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 incurred on maintenance of physical facilities
500000	452812	300000	261664

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 has well structured committees like purchase committee, Campus maintenance committee for the monitoring of the campus facilities. Sufficient staff is appointed to maintain the college infrastructure. PHYSICAL FACILITIES: Classroom maintenance includes the maintenance of furniture, doors, windows etc. A computer instructor appointed by Management maintains Major ICT instruments. For electrical problems, the regular electrician is appointed. Plumbing repair, including water supply and tubewell is done by professional Plumber. Water tanks and water coolers are cleaned on a daily basis. AC, Fans, coolers and other electrical things are serviced regularly. firewalls, CCTV cameras etc. adequate protective facilities are also available. LABORATORY FACILITIES : The food-Nutrition lab's equipment and instruments are maintained by hiring services as and when required. Annual stock verification of deadstocks and glassware. Lab equipment is repaired regularly. ICT AND INTERNET FACILITIES: The institute aims to provide the IT facility regarding service, data, and network security. To address internet broadband connectivity and Wi-Fi problems, the instructor is hired. The college website, internet facility etc. are maintained by the computer instructor. LIBRARY FACILITIES: The library is maintained through software SOUL 2.0 regularly. Manuscripts, books, reports, magazines are maintained with care. SPORTS FACILITIES: Physical Director, along with the Sports Committee observes the maintenance of Sports Facilities of the college. They monitor the regular maintenance of sports equipment as well as the playground. The Indoor and Outdoor Gymnasium equipments are regularly serviced. Safety measures for the players have also been checked.

<https://dpcbl.org/index.php?id=procedures-and-policies#>

#### 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
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Financial Support from institution	Higher Education Scheme (BCK-5) Post Matric Scholarship for SC girls Students only (BCK-6.1) Post Matric Scholarship for SC Students Umbrella Scheme for Education of ST Students Post-Matric Scholarship BCK- 137 Post S.S.C. Scholarship for Girls (NTD	705	2540210
Financial Support from Other Sources			
a) National	NIL	0	0
b)International	NIL	0	0
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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
Elderly Healthcare Training	01/04/2019	65	Indian Red Cross Society Dhansura Coll
<a href="#">View File</a>			

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
2019	State Level GKIQ test organized by Vikas Vartul, Bhavnagar	206	0	206	0
2020	State Level GKIQ test organized by Vikas Vartul, Bhavnagar	550	0	550	0
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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	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	Nil	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	100	90	HISTORY, GUJARATI, ECONOMICS HOME SCIENCE ENGLISH-SPEAKING	THE DPCBL ARTS COMMERCE COLLEGE DHANSURA	MA
Nil	0	0	0	0	0
<a href="#">View File</a>					

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
NET	0
SET	0
SLET	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
CHESS COMPETITION AT HNGU PATAN	UNIVERSITY LEVEL	2
CROSS COUNTRY	UNIVERSITY LEVEL	2
KHO KHO	INTER UNIVERSITY LEVEL	14
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## 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	National/	Number of	Number of	Student ID	Name of the
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	award/medal	Internaional	awards for Sports	awards for Cultural	number	student
2019	NIL	Nill	Nill	Nill	Nill	NA
No file uploaded.						

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

Not Applicable

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

### 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)

The management is the governing and managing body of the institution. The management and Executive committee, along with the Principal, assist in the daily operations of the Institutions administration. The management boosts the morale of the staff by engaging personally with them during meetings and encourages them to excel in their teaching tasks. The leadership and management team are constantly there to provide guidance for the Institutes overall growth. They promote and approve the use of funds for various college development activities. They also generously give awards and recognition to deserving recipients. The college implements decentralization and participative management through the formation of committees at the institution level and by distributing tasks among committee members. Each committee has a co-ordinator. The guidelines that consist of the roles and responsibilities of the committees are assigned through the official notice. IQAC monitors and observes the policies and plans of the committees. The Principal, Vice Principal, HODs, and committees work collaboratively to carry out the plans and policies. Staff members involved in institutional activities are encouraged and recognized for their good work by the authorities. The committees draft action plans to present to the principal for authorization. The committees conduct the tasks and by the close of the academic year, the coordinators present the reports of the completed work to the Principal. Various committees are formed by the Principal at the start of every academic year. Various committees are formed by the Principal at the start of every academic year, which are IQAC, Admission Committee, Finance Committee, Examination Committee, Time-Table Committee, Grievance Redressal Committee, Saptdhara, Cultural Committee, Sports Committee, CWDC, NSS Cyber Cell etc.

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

Yes

## 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
Library, ICT and Physical Infrastructure / Instrumentation	Institute always excited to added books, ICT equipments, physical and academic infrastructure. Ever year institute ask faculty of all the department for their requirements. According to availablity of grant and fund the IQAC and the Principal take decision to allot the grant.
Examination and Evaluation	University has introduced a system for both Continuous internal evaluation(CIE) and End Semester evaluation(ESE). In tune with the reforms made by the university, the internal evaluation system of the college is revised from time to time. The college has introduced the CIE system for internal marking at the institutional level. The Institute organises two internal exam during the each semester.The entire internal evaluation process involves classroom evaluation, internal tests, Multiple choice question tests, Assignments, Seminars, Book review, Projects, etc.
Curriculum Development	The Institution is affiliated with HNGU, Patan and has to follow the Curriculum decided by the University. More then 10 faculties are the member of BOS of our University and they play their role in to Curriculum development and others teacher are giving their view and opinion regarding Curriculum development through them.
Teaching and Learning	Institute have sufficient well qualified and experienced staff in all the subjects. The teachers are facilitated and encauraged to use AV aids to make learning process more easy. Most of the teachers use ICT in teaching-learning process. The teachers are also provided and inspired to use of Models, charts, etc., for batter understanding. The teachers are trained through workshops regarding teaching learning process. The more interactive teaching is the strategy adopted by the institution. The institute encourages teachers for students centric methods, such as experiential learning, Participative learning and problem

solving methodologies are used for enhancing learning experiences.

#### Human Resource Management

The IQAC of Institution has constituted a Research Committee to promote, facilitate and monitor research activities in the College. The research facilities like Separate research laboratories, the equipment for research, glassware and chemicals have been provided to research scholars. The Research Committee encourages and provides necessary guidance to researchers in submitting research proposals, publishing research publications and seminar proposals. The teachers are encouraged to apply for recognized research Guide of affiliated University. The institute encourages and facilitates the faculties for attending seminars/workshops and presenting their research papers. After calculating the workload at the beginning of the year, if more teachers are required, the government is asked for NOC for filling teachers. The teacher is recruited by the management for the purpose of not spoiling the study of the students till the completion of this recruitment process. Recruitment of non-teaching staff is also done as per requirement. Human resource management is done well by the organization by making proper use of every employee.

#### Admission of Students

The admission procedure is online strictly according to merit basis as per reservation norms of Government. The admission of science PG Programmes are done centrally by the University on merit base as per reservation norms of Government. The average percentage of enrollment is about 80-85 against sanctioned seats. About 65 of the enrolled students are from socially and economically backward categories.

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

E-governance area	Details
Administration	Institutional administrative office is fully atomized and all the administrative processes are doing in Office Management Software. The admission of Arts Commerce and PG Programmes are done centrally by the University through online software.
Planning and Development	The institute has collected feedback

	regarding teachers, syllabus, administrative staff, institutional support services, etc. For this purpose the stakeholders like Students, teachers, parents have to submit their feedback online on institutional website. The online software analyzed and produced reports. On the basis of reports the authority decided institutional strategies for planning and development.
Finance and Accounts	All financial and Account are maintain systematically in tally ERP.9 software.
Student Admission and Support	Admission of students is fully online. We provide link on our official website. Students fill their admission form online and automatically merit is prepaid. Student can pay their fee online.
Examination	Examination is not online but institute calculate and put their internal marks on our official website and on Android Application. There is online MCQ Quiz of 15 subjects are available on website and Android App for students to test and enhance their subjective knowledge

### 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
2019	NIL	NIL	NIL	0
2020	NIL	NIL	NIL	0
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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	NIL	NIL	Nill	Nill	Nill	Nill
2020	NIL	NIL	Nill	Nill	Nill	Nill
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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
NIL	0	Nil	Nil	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
17	17	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
CO OPERATIVE SOCIETY	CO OPERATIVE SOCIETY	NIL

## 6.4 – Financial Management and Resource Mobilization

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

The accounts are done by Tally software so authorities can monitor entries. There is a mechanism of checking, rechecking and crosschecking of accounts by the Accountant, Office Superintendent, Administrative Coordinator and Principal periodically. Besides, an arrangement is made by the management for internal audit at least two times a year by C.A. firm, Patel Mankad Co., Ahmedabad. In the case of spending of UGC grant, there is IQAC, Finance Committee and Library Committee. It finalizes the purchase of necessary equipment and books of the Institute. All purchases are done through a tender system. The state government periodically also does an external audit. The grant of state government is finalized only after the audit. The last government audit was done in January 2019. There were no major objections raised by the auditor.

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
NIL	0	0
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6.4.3 – Total corpus fund generated

0
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## 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	NAAC	Yes	IQAC
Administrative	Yes	NAAC	Yes	Management appointed CA

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

NIL

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

Newly added Software training Orientation programme for newly appointed staff  
Computer training programme Staff motivation programme

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

1. Review PEER Team Report 2. To guide and support nearby Higher Education Institute for NAAC Accreditation Process. 3. To promote research activities in college.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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
2019	Welcome ceremony (Arts and Commerce)	26/06/2019	26/06/2019	26/06/2019	202
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**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
ELDERLY HOME CARE ASSISTANCE	01/04/2019	31/05/2019	33	32

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
Garden in the institution developed and maintained properly. Tree plantation and environment conservation activities. Normal lights are replaced by LED lights. Energy saving campaign and awareness.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	7
Special skill development for differently abled students	No	0
Any other similar	No	0

facility		
Provision for lift	No	0
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	No	0

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	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
2019	1	2	11/07/2019	1	CELEBRATION OF WORLD POPULATION DAY	AWARENESS OF POPULATION	75
2019	1	2	25/07/2019	1	TREE PLANTATION AT RTO OFFICE MODASA	SAVE ENVIRONMENT	58
2019	1	2	13/08/2019	1	AWARENESS IN CLEANLINESS, TOILET AND WOMEN EDUCATION BASE THEME PLAY CHALO BUDHABHAINI JAAN MA	AWARENESS IN CLEANLINESS, TOILET AND WOMEN EDUCATION	125
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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for staff and students Code of conduct for staff	15/06/2019	All stakeholders follow the roles of State govt.,/ University / UGC like bodies. Principal have power to take action for smooth administration. Stakeholders do not complain directly to the management or upper

office. Staff and students have prohibited to smoke and chewing tobacco in the campus. They also help to clean the campus. They also donot use mobile except emergency. Staffs want to take higher education during the job they have to take permission of management and higher authorities compulsory. Stakeholders must follow timely change the roles by the management

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Constitution day	26/11/2019	26/11/2019	35
Republic day	26/01/2020	26/01/2020	88
Yog Day	21/06/2019	21/06/2019	126
Independence day	15/08/2019	15/08/2019	86
Fit India	29/08/2019	29/08/2019	47
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The institution has developed a Garden college campus having various types of plants and trees.
Tree plantation in campus by NSS unit.
Green campus clean campus campaign.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

**A Step ahead to Quality education:** To understand the new format of NAAC and make endeavour to get good grade. Organizing national seminar at the institution to provide extensive knowledge on the changing format of NAAC. To motivate the surrounding higher educational institute for the NAAC accreditation. To visit the nearby institutes for exchange of ideas and better understanding of quality education. For the enhancement of quality education, NAAC accreditation is very much necessary. Principal and IQAC members of the institute have started the initiatives to go into the second cycle of the NAAC. It was determined to fully comprehend the new online format of NAAC in order to receive a good grade in NAAC accreditation. To work toward raising awareness of NAAC accreditation even among nearby institutes and to contribute in raising the standard of instruction. The principal and IQAC agreed to serve as mentors to the nearby higher education institutions, from the experience of this accreditation and also to involve them in the work of improving the quality of higher education. Initially, as per the NAAC criteria, the committees were formed and assigned their work. Datas regarding the institutional activities were collected. After analyzing, the datas were presented for SSR. The analysed documents were submitted on NAAC portal on the matrices of each criteria. 2. The conservation of the Garden: With the purpose of the conservation of nature, the



institution has developed the college garden. Planting trees in the college garden brings the students close to the nature.

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

<http://dpcbl.org>

### 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

The institution continuously endeavours to fulfil the goals by utilizing and fostering science and Technology. This organization adds to the growth of the nation and society by implementing a scientific approach, which distinguishes it. In its administrative, instructional, and other initiatives, the institution has consistently favored the application of science, technology, and scientific methodologies. The ICT classrooms, Computer lab, Wi-Fi facilities are made available for the students. The use of PPT in teaching makes learning easy and increases the understanding of the students. Through the internet facility and college website, the students are made available study material and reference material. Through the college website, the students are made aware about the Physical facilities, educational programs, various activities, time table, exam program etc. of the college. To lessen the time, the administrative works of the college are done on the computer. The Central Library of the college is computerized with the Soul 2.0 software. Along with the use of smart technological devices, the institute adheres to social responsibilities too. The NSS unit of the college actively works for the preservation of nature by performing various activities.

Provide the weblink of the institution

<http://dpcbl.org>

### 8.Future Plans of Actions for Next Academic Year

Because of the covid-19 pandemic, the offline teaching has been replaced with the online teaching therefore the below mentioned steps to be taken. Teachers' training for taking online lectures, and making video lectures. To make a whatsapp group of the students for easy and convenient communication. To train the students for online lectures. Training teachers and students both for the examination. To create awareness among the students regarding covid-19. To organize various co-curricular and Extra-curricular activities online. To organize the faculty and student development programs. To instigate students to take part in NSS and various activities. Due to covid-19, to reform the exam pattern.