The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (*Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013*)

AQAR for the year (for example 2013-14)

2015-16

SMT. LAXMIBEN & SHRI CHIMANLAL MEHTA ARTS COLLEGE

I. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City/Town

State

Pin Code

CITY COLLEGE CAMPUS

OPP. DINBAI TOWER

AHMEDABAD

GUJARAT

380 001

e

Institution e-mail address

lacmac.gls@gmail.com

Contact Nos.

Name of the Head of the Institution:

Dr. S. M. VAKIL

Tel. No. with STD Code:

Mobile:	9824019103		
Name of the IQAC Co-ordinator:	Dr. K. T. PURANI		
Mobile:	94275 25180		
IQAC e-mail address:	kshipranamit@yahoo.com		
1.3 NAAC Track ID (For ex. MHCO	GN 18879) GJCOGN13141		
OR			
OR 1.4 NAAC Executive Committee No. (For Example EC/32/A&A/143 da This EC no. is available in the rig. of your institution's Accreditation	ht corner- bottom		
1.4 NAAC Executive Committee No. (For Example EC/32/A&A/143 da This EC no. is available in the rig	ht corner- bottom		
 1.4 NAAC Executive Committee No. (For Example EC/32/A&A/143 da This EC no. is available in the rig. of your institution's Accreditation 1.5 Website address: Web-link of the AQAR: 	atted 3-5-2004. ht corner- bottom Certificate) www.lcmehtaartscollege.org		

1.6 Accreditation Details

Sl. No.	Cuele	Grade	CGPA	Year of	Validity
SI. INO.	Cycle	Grade	COFA	Accreditation	Period
1	1 st Cycle	B+	76.70	2007	FIVE YEAR
2	2 nd Cycle	В	02.12	2015	FIVE YEAR
3	3 rd Cycle				
4	4 th Cycle				

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

15-07-2007

1.8 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)

i. AQAR	(DD/MM/YYYY)4
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	Women
Urban _/ Rural	Tribal
Financial Status Grant-in-aid UGC 2(f)	
Grant-in-aid + Self Financing	Totally Self-financing
1.10 Type of Faculty/Programme	
Arts Science Commerce La	aw PEI (Phys Edu)
TEI (Edu) Engineering Health Science	Management
Others (Specify)	
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

Autonomy by State/Central Govt. / University]	
University with Potential for Excellence		UGC-CPE	
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (Specify)	
UGC-COP Programmes 2. IQAC Composition and Activit			
2. IQAC Composition and Activity			
2.1 No. of Teachers	07		
2.2 No. of Administrative/Technical staff	01		
2.3 No. of students	03		
2.4 No. of Management representatives	02		

2.5 No. of Alumni

- 2. 6 No. of any other stakeholder and community representatives
- 2.7 No. of Employers/ Industrialists
- 2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

03	
02	
01	
01	
00	
00	
00	
00	
15	

02

Revised Guidelines of IQAC and submission of AQAR

2.11 No	o. of meetings with various stakeho	olders: No.		Faculty		
	Non-Teaching Staff Students	02 Alum	ni 02	Others		
2.12 Ha	as IQAC received any funding from	n UGC during th	ne year? Y	es No	1	
	If yes, mention the amount				~/	
2.13 Se	minars and Conferences (only qual	lity related)				
(i) No. of Seminars/Conferences/ Wo Total Nos International	orkshops/Symportshops/Symportshops/Symportshops/Symportshops/Symportshops/Symportshops/Symportshops/Symportshop	-		titution Level	
) Themes gnificant Activities and contributio	ns made by IQA	лС]	
	IQAC monitors the overall function and evaluates the quality of teach necessary recommendations.	•	•	sses		

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.A Series of expert lectures to be organized under Knowledge Enrichment Programme	 a) The college organized expert lectures on a variety of subjects. b) Faculty participated in various seminars and conferences and presented papers in their respective subjects. c) Subject related films were screened to enhance understanding of the subject. 	
2.To conduct different activities under Gender Empowerment Programme	 a) A Self-defence workshop for girl students was organized in collaboration with Ahmedabad Police. b) An orientation programme was organized to create awareness among girl students about helplines for women operated by Gujarat Police. c) Faculty and students participated in different workshops on a variety of topics like "Women Entrepreneurship", "Health", "Empowerment" etc. 	

3.To organize sports activities for all-round development of students.	a) b)	Students represented the college in sports competitions like kabaddi, kho-kho, volley ball, shooting, table tennis, badminton, cricket and athletics at university and state levels. The college organized annual sports day to provide opportunity to all students to participate in sports events.
4.To organize extension activities to inculcate a sense of	a)	The college organized a blood donation camp in collaboration with the Red Cross society.
responsibility and sensitivity towards the community around them.	b) c) d)	 N. S. S. Unit of the college organized programmes on AIDS Aware ness, De-addiction and under the Swachch Bharat Abhiyan during the year. Students of N.S.S. Unit participated in a Marine Camp, Adventure Camp and a Desert Camp organized by Gujarat University. NSS Unit of the college organized a seven day rural camp and undertook different activities like a
	e)	cleanliness drive, tree plantation, street play to create awareness on different social issues, blood-donation camp, a series of lectures for the villagers and a cultural programme. The Best student volunteer of the camp was sent to participate in a seven-day Intercollege volunteer camp organized by Gujarat University
To organize cultural activities	a)	Intra college competitions were organized under ""Sapatdhara".
	b)	Students participated in different inter-college events and Gujarat University Youth Festival.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body	Yes No 1
Management Syndicate	Any other body
Provide the details of the action taken	

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the	Number of	Number of	Number of	Number of value
_	existing	programmes added	self-financing	added / Career
Programme	Programmes	during the year	programmes	added / Caleer

				Oriented
				programmes
PhD				
PG				
UG	01	00	00	00
PG				
Diploma				
Advanced				
Diploma				
Diploma				
Certificate				
Others				
Total	01			
Interdiscipl	inary			
Innovative				

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

	Pattern	Number of programmes
	Semester 01	
	Trimester	
	Annual	
1.3 Feedback from stakeholders* (On all aspects)	Alumni Parents	Employers Students \checkmark
Mode of feedback :	Online Manual	\checkmark Co-operating schools (for PEI)
*Please provide an analysis of the fea	edback in the Annexure	

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

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of	Total	Asst. Professors	Associate Professors	Professors	Others
permanent faculty	17	1	14		2

2.2 No. of permanent faculty with Ph.D.

	Presented papers	1	3	3			
	Resource Persons	0	4	3			
2.6 Innovative processes adopted by the institution in Teaching and Learning:							

212

National level

5

The college uses ICT in teaching -learning process through BISAG, projectors, as well as organizes field trips, interaction with subject experts and screening of subject related films.

- 2.7 Total No. of actual teaching days during this academic year
- 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Multiple Choice Questions have been introduced and carry 20% weightage in the overall evaluation.

- 2.9 No. of faculty members involved in curriculum 1 restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop
- 2.10 Average percentage of attendance of students
 - 2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students		Γ	Division		
Tiogramme	appeared	Distinction %	I %	II %	III %	Pass %
B.A.	354	0.56	3.38	13.55	9.03	26.52

Recruited (R) and Vacant (V)
during the year

No. of Faculty

Attended

2.3 No. of Faculty Positions

Asst. Profe	essors	Asso Profe		Profe	essors	Othe	rs	Total	
R	V	R	V	R	V	R	V	R	V
	1								1

2.4 No. of Guest and Visiting faculty and Temporary faculty

International level

1

2.5 Faculty participation in conferences and symposia:

- 75%

State level

4

1

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

IQAC participates at every stage in the teaching – learning evaluation processes and makes necessary changes based on its observations and interactions with students as well as teaching and administrative staff.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	0
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	2
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	7	4		
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

IQAC circulates information regarding conferences, seminars and works shops. Faculty is given duty leave to participate.

3.2 Details regarding major projects

Completed Ongoing Sanctioned Submitted
--

Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects

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

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range		
-------	--	--

Average

h-index

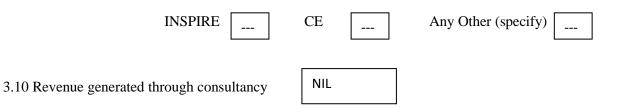
Nos. in SCOPUS

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

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

3.7 No. of books publishe	d i) With ISBN No.	0	Chapters in Edited Books	3
3.8 No. of University Dep	ii) Without ISBN No. artments receiving funds			
	UGC-SAP DPE	CAS .	DST-FIST DBT Scheme/fur	
3.9 For colleges	Autonomy	CPE	DBT Star Schem	.e

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3.11 No. of conferences organized by the Institution

	Level	International	National	State	University	College	
	Number						
	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 :							
From Fu	Inding agency	From M	anagement	of Unive	ersity/College	e	

3.16 No.	of patents	received	this year

Total

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

1	
1	

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

5.20 No. of Research scholars receiving the	renowships (newly enrolled	(+ existing ones)
JRF SRF	Project Fellows	Any other
3.21 No. of students Participated in NSS eve	nts: University level 50 National level 0	0 State level 4 International level 0
3.22 No. of students participated in NCC ev	ents:	
	University level 0 National level 0	State level 0 International level 0
3.23 No. of Awards won in NSS:		
	University level 0 National level 0	State level0International level0
3.24 No. of Awards won in NCC:		
	University level 0 National level 0	State level 0 International level 0
3.25 No. of Extension activities organized		
	ege forum 0	
NCC 0 NSS		Any other
3.26 Major Activities during the year in the s	sphere of extension activities	and Institutional Social

The NSS unit of the college organized blood donation camps, cleanliness drive, AIDS Awareness

and De-addiction programmes, tree plantation, street plays on social issues.

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

Revised Guidelines of IQAC and submission of AQAR

4. Infrastructure and Learning Resources

Responsibility

Criterion – IV

•

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	7404.18 sq.	-	-	7404.18
*	meters			sq. meters
Class rooms	24	-	-	-
Laboratories	2	-	UGC	-
Seminar Halls	-	-	-	-
No. of important equipments purchased $(\geq 1-0 \text{ lakh})$ during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

•	The administrative office is computerized and uses computers for the following purposes:
	(a) admission work (b) preparing roll call (c) internal examination results (d) preparing salary bills
	and salary slips (e) preparing GPF slips (f) preparing Form 16 for income tax. Besides, online facility
	wherever required is used.
•	The college library is computerized.

4.3 Library services:

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

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing			4			4		
Added								
Total								

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

The college has a fully computerized language laboratory and wi-fi facility on the campus

- 4.6 Amount spent on maintenance in lakhs :

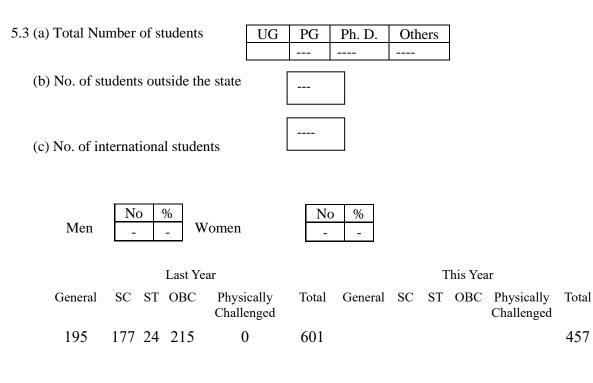
Criterion – V 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC takes on board suggestions from students as well as faculty members for enhancing awareness about students support services. In the beginning of the year during orientation programmes, students are given information about support services available to them. The college has public address system as well as notice boards on every floor which are used to create awareness about student support services.

5.2 Efforts made by the institution for tracking the progression

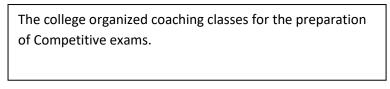
The institution seeks information from past students when they come for transcripts and maintains their record.



Demand ratio

Dropout %

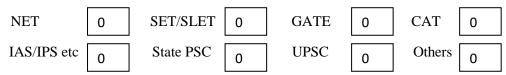
5.4 Details of student support mechanism for coaching for competitive examinations (If any)



No. of students beneficiaries



5.5 No. of students qualified in these examinations



5.6 Details of student counselling and career guidance

The college organizes workshops to guide the students about preparing for competitive exams as well as to inform the final year students about career options available to them.

No. of students benefitted



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

- 5.8 Details of gender sensitization programmes
 - a) A Self-defence workshop for girl students was organized in collaboration with Ahmedabad Police.
 - b) An orientation programme was organized to create awareness among girl students about helplines for women operated by Gujarat police.
 - c) Faculty and students participated in different workshops on a variety of topics like "women Entrepreneurship", "Health", "Empowerment" etc.

5.9 Students Activities

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

State/ University level	04	National level	01	International level	
No. of students particip	ated in cultu	ural events			
State/ University level	23	National level		International level	
5.9.2 No. of medals /awards	won by stud	lents in Sports,	Games and	other events	
Sports : State/ University level	04	National level		International level	
Cultural: State/ University level	03	National level		International level	
5.10 Scholarships and Financial Su	oport				
			Number of students	$\Delta mount$	
Financial support from	institution				
Financial support from	governmen	t	103	5,92,050	
Financial support from	other sourc	es			
Number of studen International/ National		received s			

5.11	Student organised / initiative	S				
Fairs	: State/ University level		National level		International level	
Exhib	ition: State/ University level		National level		International level	
5.12	No. of social initiatives unde	rtaken by	the students	03		
5.13 N	Major grievances of students (if any) rec	lressed:			

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision of the institution: To foster well-balanced and multisided flowering of students" personality, encompassing intellectual, physical, moral, emotional and aesthetic aspects.

The mission of the institution: The institution aims at moulding minds and building character of the students and enhancing the academic proficiency of the staff. The avowed aim of the institution is not only to impart degreeoriented education but also to pursue perfection and excellence and to equip the students to face the world of work and to negotiate the challenges of tomorrow. The institution is dedicated to creating a new, more enlightened class- the responsible citizens of tomorrow. 6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

The curriculum for the course that the college teaches are developed at the Gujarat University level. However faculty members contribute to the curriculum development as members of board of studies in their respective subjects.

6.3.2 Teaching and Learning

The college encourages use of ICT, surveys and presentations by students and field activities for enhancing the teaching – learning process.

6.3.3 Examination and Evaluation

The college follows evaluation frame- work given by the Gujarat University. However, the college encourages students to adopt creative techniques while writing assignments and making presentations.

6.3.4 Research and Development

Faculty is encouraged to participate in seminars, conference and workshops

6.3.5 Library, ICT and physical infrastructure / instrumentation

The institution purchases computers and carries out infrastructural development as and when required.

6.3.6 Human Resource Management

The institution seeks opinions from stake holders for quality improvement.

6.3.7 Faculty and Staff recruitment

The state Government and UGC norms are followed.

6.3.8 Industry Interaction / Collaboration

Various companies are invited for interaction with the students.

6.3.9 Admission of Students

During the admission process students are provided counselling to help them gauge their aptitude, interest and goals and accordingly they make subject choices.

6.4 Welfare schemes for	Teaching	GLS EMPLOYEE		
		CREDIT & SUPPI		TETY
		FREE LENDING	LIBRARY	
	Non teaching	As above		
	Students	Government Scho	larships	
6.5 Total corpus fund generat	ed			
6.6 Whether annual financial	audit has been o	lone Yes \checkmark	No]
6.7 Whether Academic and A	dministrative A	udit (AAA) has be	en done?	
Audit Type	Ext	ernal	Inter	mal
	Yes/No	Agency	Yes/No	Authority
Academic	YES	KCG		
Administrative	YES	KCG		
6.8 Does the University/ Auto For	onomous Colleg UG Programme		within 30 days? No √	,
For	PG Programme	s Yes	No	

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

N/A

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

N/A

_

6.11 Activities and support from the Alumni Association

Alumni members are invited during annual function and several academic programmes.

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

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

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.

The institution has decided to continue with the activities that are being carried out on a regular basis.

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

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

٠	Students are encouraged to work as volunteers in
	different academic ege to give them better
	exposure and gain exand co-curricular activities
	conducted by the collperiential learning.

• The students of NSS unit carry out awareness programmes and participate in different social awareness programmes.

7.4 Contribution to environmental awareness / protection

Students participate in tree plantation programmes.

7.5 Whether environmental audit was conducted?

	No	\checkmark
--	----	--------------

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

Yes

8. Plans of institution for next year

The institute plans to conduct special coaching classes for GPSC/UPSC exams to enable students fare well in these exams.

Name: _Dr Kshipra Purani



Signature of the Coordinator, IQAC

Name: (Principal) Dr Sanjay M. Vakil



Signature of the Chairperson, IQAC

<u>Annexure I</u> -

Academic Calendar – 2015 -2016

Date	Activity
23-6-2015	Orientation Programme for first Year students
27-6-2015	Interaction with shri Vinod Bhatt, a Gujarati writer (Dept. of Gujarati)
15-7-2015	Film Screening by Dept. of Economics
17-7-2015	Celebration of the Birth Centenary of English dramatist G.B. Shaw (Dept. of English)
21-7-2015	Celebration of the Birth Centenary of Gujatati Poet Umashankar Joshi (Dept. of Gujarati)
3-8-2015	Lecture on " women Empowerment" (CWDC)
4-8-2015	Boold Donation Camp (NSS)
11-8-2015	ORIENTATION Programme on NSS Activies
13-8-2015	Saptadhara Competitions
14-8-2015	
15-8-2015	Celebration of Independence Day
30-8-2015	Celebration of Rakshabandhan by NSS Volanteers
5-9-2015	Teacher's Day Celebration
14-9-2015	Celebration of "Hindi Diwas"
15/16-9- 2015	Cleanliness Drive
19-9-2015	Visit to Gujarat Vidyapeeth and Navjivan Press)Dept. of Gujarati)

28-9-2015	AIDS Awareness Programme
21-10-2015	Garba Celebration
12-1-2016	Sahitya Goshthi (Dept. of Gujarati)
26-1-2016	Celebration of Republic Day
27-1-2016	Gyan Satra
29-1-2016	
31-1-2016	N.S.S. Camp
То	
06-02-2016	
04-02-2016	Coaching Classes for Compititive Exam
То	
08-02-2016	
08-02-2016	Celebration of Mother Tong Day
08-02-2016	Annual Sports Day