

# CP PATEL AND F H SHAH COMMERCE COLLEGE, ANAND

(Managed by Sardar Patel Education Trust, Anand)

## POST ACCREDITATION QUALITY INITIATIVES

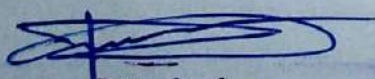
The following measures have been taken to comply with the suggestions made by the peer team in the previous reaccreditation cycle:

### 1. COMPLETE AUTOMATION OF LIBRARY AND DIGITAL AND VIRTUAL LIBRARY MAY BE PROVIDED:

Complete automation of the library has been accomplished with the incorporation of bar coding to the existing customized software. Bar-coding has led to maintaining error free circulation data and efficient stock taking. The library has created a "Virtual Library Page" available through LAN, which provides links to external online resources like websites, e-journals, databases and offline resources like library database, scanned copies of question papers, indexed pages of journals, etc. This page gives links to in house and external sources of information. It has helped to generate awareness among users about the variety of resources available. Staff and students use this facility extensively for reference work.

### 2. COLLABORATIVE LINKAGES WITH INDUSTRY AND INSTITUTES OF RESEARCH MAY BE UNDERTAKEN:

Linkages have been established with an intention to place our students for internship, career counselling and competitive exam guidance where they get on the job training and / or conduct short term research projects. Linkages are in place with industries such as, NAS PACKAGING, PARKAGE INDUSTRIES, VIHITA CHEMICALS, ANKLESHWAR, GUJARAT, SOORYA COLORS WORLD, ANAND, GUJARAT, STAINLESS STEEL INDUSTRIES, VITHAL UDHYOGNAGAR, MINI SARVODAYA SIRA, ANAND, GUJARAT, FABTECH FABRICATORS PVT LTD. SHYAM ENGINEERING, VITTHAL UDHYOGNAGAR, CHAMPS ENGINEERING, VITHAL UDHYOGNAGAR etc. Experts from industry and institutes are invited for delivering guest lectures for our students on relevant topics.

  
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### 3. STUDENTS TO BE COACHED FOR NET, SLET AND COMPETITIVE EXAMINATION AND REGULAR TEACHING HOURS MAY BE INCREASED:

With financial support from UGC under Merged Scheme XI plan, our institution has started coaching students for competitive examinations such as IBPS, UPSC, SSC, Banking, MPSC, Railways, Insurance etc. Experts are invited to orient and guide students about types, nature and preparation required for various competitive examinations. An aptitude test is conducted for interested students and short listed students are given coaching by professionals in the relevant subjects. Students are also trained for entrance tests, group discussions, appearing for an interview and personal grooming. Reading materials are provided for the students in the library. A total of 265 students have been trained during the period 2014 to 2019.

### 4. IMPROVEMENT AND MAINTENANCE OF INFRASTRUCTURE AND PROVIDING GREATER SPORTS FACILITIES NEEDS TO BE URGENTLY UNDERTAKEN:

#### Infrastructural improvements:

- A state of the art Auditorium has been established under the expert guidance of Alumni.
- A computer lab with 377 computers, display sharing system, projection and internet facilities to cater to needs of students, with an Internet speed of leased line of 150 MBPS
- The renovated staff room is now more spacious, air conditioned and is equipped with ICT facilities.
- Each and every classroom is equipped with ICT infrastructure has been enhanced.
- 3 Smart Classes and BISAG facilities are available.
- Commerce Laboratory is also established in the college during the Post Accreditation period.
- 2 Workshops have been built for the innovation for the students.
- Sports and Cultural facilities are established.

  
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- Vending machine and Incinerator are installed.
- Indoor sports facilities

We have extended indoor sports facilities and a good sports room with needed facilities. Students' open area is used for kabaddi and kho-kho. Sports uniforms and shoes are provided to participating students as required. Professional Trainers/ coaches are appointed for some sports. Our sports teacher gives coaching in kho-kho, kabaddi and athletics to students who are interested in participating in different competitions at the college, inter-collegiate and inter university level.

### 5. FEEDBACK MECHANISM FROM STUDENTS, ACADEMIC PEERS, ADMINISTRATION AND OTHER STAKEHOLDERS MAY BE FORMALIZED:

Teachers' Assessment by students which was done earlier had its own limitations as it was time consuming and not transparent. Presently, students' feedback is collected online through LAN for the curriculum purpose. Data is analyzed through IMS and reports are generated. The system is now faster, transparent and objective. Feedback regarding institutional facilities and services is also collected from students and their parents through a standardized format. Peer evaluation includes aspects like interpersonal relations, behavioral traits, communication skills, leadership quality, etc. The feedback obtained through all these mechanisms is shared with staff members on one to one basis with a view to improve the performances. Outstanding performers are appreciated in departmental meetings. The management, through Principal and Vice Principals, evaluate the performance of staff at the time of confirmation and promotion.

### 6. TUTOR-WARD SYSTEM SHOULD BE INSTITUTIONALIZED AND PLACEMENT CELL STRENGTHENED:

Mentoring system provides the students with much needed individual attention, continuous guidance and support to face academic and personal

  
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challenges to emerge as successful graduates. Under this system, one faculty member is assigned to a group of 13 to 14 students. The group meets its mentor once a week on Saturdays to discuss various common issues and also to have personal interaction. The mentor also encourages an individual student to approach her / him if needed. It was found that mentor and students develop a good rapport which has encouraged students to seek help for personal or emotional problems also.

Career Guidance and Placement Cell of the college has been strengthened by forming a centralized facility with members from each faculty. It organizes career guidance and employability skill development programmes for all students. Each department identifies niche areas for training, organizations for placement and establishes linkages with them.

### 7. TAPPING OF FINANCIAL RESOURCES FROM UGC AND OTHER FUNDING AGENCIES MAY BE ATTEMPTED:

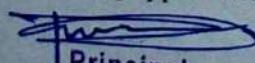
Post accreditation,

- Nine seminars / conferences have been organized by the college, which were sponsored by UGC, ICSSR and NAAC,
- Industry sponsored Minor Research Projects have been taken up by the faculties as well as the students.
- Additional grant of more than 6 lakhs has been received from Non Government agencies for the Minor research Projects.
- The management has been able to mobilize substantial financial support for students' welfare programmes, infrastructure development and village development activities of the college.

### 8. THE OTHER NOTEWORTHY POST RE-ACCREDITATION ENDEAVORS OF OUR COLLEGE ARE DESCRIBED BELOW:

#### 1. Increased use of ICT-assisted teaching-learning methods:

To facilitate better teaching-learning process many of the classrooms are equipped with smart boards and LCD projectors. The campus is WiFi

  
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enabled so that teachers can use online resources for teaching. Many of our faculty members show/exhibit films and other related materials in the class through this facility. Our teaching methods have become more varied and interesting, with the use of these.

### 2. Comprehensive development of adopted villages:

Villages are adopted where complete village development programme is undertaken where villagers are also involved. During NSS special camps shramadan by volunteers is given for activities like surfacing of the road, construction of toilets, rain-water harvesting, etc. Activities like tree plantation, literacy awareness drives, cleanliness drives etc. are conducted throughout the year. This robust institution-village partnership has resulted in the holistic development of the 12 adopted villages.

### 3. Enhancement of students welfare programme:

The scope of Students' Welfare Schemes of the college was expanded after the second cycle of accreditation, when the college started job oriented self financing courses. It was observed that students were finding it difficult to take admission to these programs because of higher fees. The management felt the need to include more students from economically challenged background, from aided and unaided programmes, under its ambit. Financial assistance is provided in the form of scholarships, freeships, etc. Besides financial assistance students are also provided with other basic necessities like medical assistance and help for treating major medical problems.

### 4. Preparation of Policy Booklet:

The IQAC felt the need to prepare a Policy Booklet giving standardized guidelines with the objective of sustaining quality in all the areas of institutional functioning. It provides guidelines for working of various committees at institutional and university level like admission, examination, cultural, NSS, Students' Welfare etc. It is a ready reckoner

  
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for committee members to understand their roles and responsibilities clearly as they are allotted committees for three years on rotational basis.

### 5. Information Management System:

Keeping pace with need for data availability in all spheres of institutional functioning, a customized information management system has been installed. With this the college has completely automated the administrative services for effective and efficient data management. Students' data is maintained from entry to exit. The programme covers students' profile, admission, fees payment, attendance, examination and generation of leaving certificate. It also includes modules for library management, time table, feedback, staff profile and activities / events management. Data once entered is available for all modules of IMS. The staff have been trained to use this cloud based data management system.

### 6. Academic and Administrative Audit:

Upgrading academic and administrative processes is a continuous endeavor for the institution. As per the recommendation of IQAC, we have introduced a standardized Academic and Administrative audit process from the year 2014 with an objective of self and external evaluation and sustenance initiatives for maintaining quality. A standardized format was prepared taking in to consideration all the aspects of academic and administrative inputs like departmental profiles, students' profile, workload, research details and teaching and evaluation processes. It also includes assessment of teachers by higher authorities in areas of qualification, punctuality, regularity, accountability etc.

Proforma for administrative departments included information related to different sections handling admission, examination, stores, maintenance, accounts, salary, appointments, promotions, administration, and scholarships. Library and laboratories audit proforma included related details of timings, various facilities / services provided, administration, etc.

This has resulted in exhaustive and healthy SWOC analysis leading to quality consciousness in staff. This has also brought in use of different teaching methods, increase in number and types of curricular and co-curricular activities and systematic record keeping by the staff members.

  
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The College has undergone AAA process twice and has been ranked FIRST in the State among all the colleges of the State with A++ Grade with CGPA of 3.56.

The college has under gone the process of NIRF every year and has been ranked under the 150 to 200 Top Colleges of India.

The college has undergone Gujarat State Institutional Rating Framework (GSIRF) and has leaped from 3 STAR college to 4STAR college recently and is rated First among the Arts and Commerce Colleges of the State.

Moreover, every year reports are submitted to the affiliating Sardar Patel university, Knowledge Consortium of Gujarat, Ahmedabad, LIC and on the Spot Committee scrutinizes on all aspectsof Academic and Administrative aspects of the college.

The college also conducts Internal Audits with the external Expeert of the IQAC of the college.

### 7. Initiatives for promoting research among faculty members:

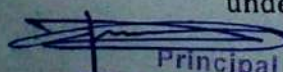
The management has provided an impetus to research activities of faculty members by extending financial assistance for research projects, paper presentations at international and national conferences and book publications. Our research journals are now refereed with an ISSN.

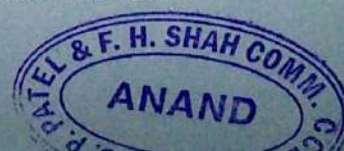
### 8. StarTing new programmes:

In view of the emerging trends a new 6 degree programme of BVOC was started from the year 2014-15. In the same year 2Diploma Programs were introduced and later on 1 Diploma program was introduced. Certificate programs on Entrepreneurship and Innovations, Intellectual Property Rights Trademarks and Patent and Copy rights , Certificate Program in Computer Literacy, Certificate Program in Internet Surfing, Certificat Program in Sewing and Certificate Program in Beauty and Cosmetics were introduced since 2017-18 .

### 9. Green initiatives: As part of green initiatives following measures are taken:

- Environment Club has been established to create awareness and undertake activities to promote eco friendly measures. This club

  
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with NSS, NCC motivate the stakeholders towards the energy conservation.

- LED lights have been installed in places where energy consumption is high. *Sensor based energy conservation.*
- Solar Panels have been installed.
- A project titled "Save Sparrow" has been undertaken by distributing Bird Feeder on a large scale in the different sections of the society. . The aim of this project is to create awareness regarding saving the sparrows that are becoming extinct due to pollution and industrialization. *200 Vicechancellors All over India has appreciated*
- Rain water harvesting system has been installed.
- Waste water recycling is done by developing a channel for waste water flowing from Air Conditioners to the garden.
- We practice simple measures like using two sides of paper for printing, using waste paper for rough work, only using the lights/fans needed, shutting off lights in unused rooms etc. and moving toward Paperless Office.
- The college has undergone GREEN AUDIT twice, ENRGY AUDIT, ISO on Environment Quality, Equipment Audit and Safety Audit.
- The college care in Bio Chemical waste Management, Solid and Liquid Waste management and E Waste management.
- Bunds are built to stop the running water, Garden tiles that allows percolation of water to the underground.
- *Borewells are built and Ban on use of Plastic initiated.*

  
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