

Internal Quality Assurance Cell (IQAC)

Smt. R. R. Patel Mahila Arts & Commerce College
4 - Astron Society, Amin Marg, Rajkot (Gujarat)

##

Annual Quality Assurance Report – 2010-11

PART - A

The plan of action chalked out by the institute in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year...

1. **A mini Gymnasium is to be set up for students, faculty members and community as well.**
 - The said unit could not be set up.
2. **To arrange a 3 days Agro-Training Programme for students (Majority of our students are farmers' daughters) with the help of Junagadh *Krush* (Agriculture) University.**
 - The said programme could not be arranged.
 - As per the rules and regulations of the Agriculture University, only *Khatedar* (Land Holder) can participate in such programmes, not his/her family members unless they don't possess land on paper.
3. **To organise a National Level Conference.**
 - The UGC sponsored National Level Conference on 'Stress management' was organised on January 18, 2011.
4. **To shift the college in a new building with better infrastructure.**
 - The institute got shifted in the new building with better facilities and infrastructure.
5. **To organise a Handicraft Workshop for our students with the help of Alumni.**
 - Such a workshop was organised and the students prepared traditional dresses for the institute that can be used by students while performing in cultural programmes.
6. **To secure a permanent unit of NCC for the institution.**
 - Under procedure.

PART - B

1. Activities reflecting the goal and objectives of the institution:

Almost all the activities reflect the objectives and goal of the institution, particularly of the trust that runs the institute. The goal of the trust is to spread women education, especially in rural areas surrounding the region of Rajkot district. The trust, therefore, had set up a girls' hostel to provide lodging and boarding facilities to the girls. The institution offers two courses at under graduate level – Arts and Commerce. The institution does not believe in doing any activity at the cost of education.

Here we at the institution try to provide our students (Over 80% of them are from rural areas) quality education apart from extra-curricular activities and co-curricular activities.

2. New academic programmes initiated (UG and PG):

NIL

3. Innovation in curricular design and transaction.

Curricular designs are prepared by BOS (Board of Studies) of concerned subjects of Saurashtra University. The colleges have to follow them. However the members of BOSs from the institution contribute in the meetings of BOSs.

Apart from the Internal Examinations for the students of Semester 1 & 2 of B. A. and B. Com., First Terminal and Second Terminal Examinations were conducted.

4. Interdisciplinary Programmes Started:

NIL

5. Examination Reforms:

Annual examinations and assessment is conducted by the university. However our institute conducts Terminal Examinations in order to develop potentiality of the students to face university exams and competitive exams as well.

6. Candidates qualified: NET/SLET/GATEO/C

NIL

7. Initiative towards faculty development programme:

The faculty members were given DLs (Duty Leaves) to participate in Seminars, Workshops or Conferences.

8. Total number of seminar / workshops conducted :

One UGC sponsored National Level Conference on 'Stress management' was organised on January 18, 2011.

9. Research project :

NIL

10. Patent generated, if any.

NA

11. New collaborative research programmes:

NIL

12. Research grants received from various agencies:

NIL

13. Details of research scholars:

Dhimant Kariya, Associate Professor of English Department, has been doing his doctorate on 'Thematic Concerns in the Selected Plays of Arthur Miller: A Critical Study'.

14. Citation index of faculty member and impact factor:

NO

15. Honours / Awards to the faculty:

NO

16. Internal Resources generated:

NO

17. Details of Departments getting SAP, COSIST (ASSIST) DST. FIST etc.

NO

18. Community services:

During the Academic Year 2010-11, a number of activities have been taken over that affect the community directly. The following is the list:

- A procession was held for creating awareness for environment around the areas of the college on 12th August, 2010. About 25 students participated in it.
- Some of students visited Andhjan Kalyan Mandal, an institution for the blind, on 5th October, 2010.
- Apart from all this, an annual camp of NSS was held in Amreil village from 30th December, 2010 to 5th January, 2011. During the days off the camp, various community activities like Save Girl Child Campaign, Adult Education, Anti-Superstitions Presentation Programme, Eye Check-up Camp, and Cleanliness Drive were held.

19. Teachers and officer newly recruited:

NIL

20. Teaching Non-teaching staff ratio:

Teaching Staff	Lecturer (FT- incl. Prin.)	Lecturer (PT)		Total
	16	02		18
Non-teaching Staff	Librarian	Clerk	Peon	Total
	01	03	02	06

Ratio of Teaching and Non-teaching Staff is: 3:1

21. Improvements in the library:

A desktop PC has been set up for students.

22. New books/ journals subscribed and their cost:

No. of New Books Purchased: _____

1000

Cost: Rs. 1,47,533

No. of Journals & Magazines Subscribed:

2

Cost: Rs. 925

Total: Rs. 1,48,458

23. Courses in which student assessment of teachers introduced and the action taken on student feed-back:

Courses which student assessment of teachers introduced:

F.Y.B.A. / S.Y.B.A. / T.Y.B.A. & F.Y.B.Com. / S.Y.B.Com. / T.Y.B.Com.

Action taken on student feed-back:

This year, we went for 'sample-feedback'. We selected @ 25% of students from each subject randomly. Following the procedure of taking feedback of students, each teacher was informed about the responses.

24. Unit cost of education: (Year 2009-10)

Rs. 262 (Without Salary)

Rs. 11,182 (With Salary)

25. Computerization of administration and the process of admissions and examination results, issue of certificate.

Computerisation of Administration:

NO

Process of Admissions:

The information regarding the Admissions and Number of Students in the institute for the **Academic Year 2010-11** has been furnished here below:

Year	Arts	Commerce	Total
First	193	81	274
Second	163	53	216
Third	171	45	216
		Grand Total	706

Examination Results:

The information regarding the Examination Results for the **Academic Year 2010-11** have been furnished here below:

Class	Details Regarding Examination Results						
Commerce	Total Examinee	1 st Class	2 nd Class	3 rd Class	Fail	ATKT/ Absent	Result (%)
	F.Y.B.Com.	75	21	38	13	01	02/01 97.35
	S.Y.B.Com.	47	10	27	03	03	04/00 93.61
	T.Y.B.Com.	44	09	25	08	01	00/01 97.72
Class	Details Regarding Examination Results						
Arts	Total Examinee	1 st Class	2 nd Class	3 rd Class	Fail	ATKT/ Absent	Result (%)
	F.Y.B.A.	188	26	131	17	01	10/03 97.35
	S.Y.B.A.	159	92	51	12	00	04/00 100
	T.Y.B.A.	168	101	61	04	01	00/01 98.80

26. Increase in the infrastructural facilities.

The new premise of the institution provides more facilities in terms of washrooms, drinking water, and office accommodation and so on.

27. Technology up gradation.

The facilities like Intercom and CC TV Camera have been laid up.

28. Computer and Internet access and training to teacher and students.

Computer and Internet Access:

We have a computer with internet facility in the library. Any faculty member can use it.

29. Financial aid to students:

The amount of Rs. 42,185 have been given as scholarship by The Social Welfare Ministry of the State Government through the institute to 34 students belong to SC, ST and Disabled students during the Academic Year 2009-10.

30. Activities and support from the Alumni Association:

NO

31. Activities and support from the Parent Teacher Association:

NO

32. Health service:

NO

33. Achievement in sport activities:

The following is the table showing the performance of the students in sport activities:

No.	Activity	Level	Date/ Duration	No. of Participants	Achievement
01	4*400 Relay Run	Sau. Uni. Athletics	11/12/2010	04	1 st Rank
02	4*100 Relay Run	Sau. Uni. Athletics	11/12/2010	04	1 st Rank
03	High Jump	Sau. Uni.	11/12/2010	02	1 st & 3 rd Rank
04	Long Jump	Sau. Uni.	11/12/2010	01	1 st Rank
05	Yoga	Sau. Uni.	25/02/2010		2 nd Rank

34. Incentive to outstanding sport persons:

NO

35. Student achievement and awards:

(Please look at the table given under item 33.)

36. Activities of the Guidance and Counselling Cell:

- About 80 students visited Job Fair 2010, held in the city on 28th June, 2010.
- About 120 students visited Education Fair 2010, held in the city on 15th august, 2010.
- Apart from this, our faculty members delivered guidance speeches on the concerned subjects in the class-rooms and helped students with providing information regarding various competitive examinations and so on.

37. Placement services provided to students:

NO

38. Development programmes for non-teaching staff:

NO

39. Healthy practices of the institution.

- Assembly is held every working day in the institution.
- We believe in Proxy Lectures. None of the lectures remain unattended.
- Some needy students are given relaxations in lodging-boarding charges of the hostel run by the trust.
- Almost every college teacher, at the end of academic year 2010-11, has waived a few his/her CLs. In other words, no faculty member prefers to be on leave unnecessarily.

Apart from the above mentioned permanent practices, this year –

- We encouraged the students of TYBA (Psychology) to participate in the National Seminar on 'Stress management' and pushed up to prepare and present their papers.

PART - C

The institution intends to plan the following for the next year:

- The college management intends to start CCC Training Batches in the campus for the students.

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IQAC - RRPMC-Rajkot

(Dr. Sudarshna Mangukia)
Chair / Principal
IQAC / RRPMC-Rajkot