NAAC
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

INSTRUCTIONS:

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

1. General Profile
2. IQAC (Internal Quality Assurance Cell) activities
3. Academic and Research Outputs
4. Student Mentoring and Support System
5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, all the evidence are to be sent to NAAC to audit and to create an output profile of the institution in relation to NAAC core values on higher education.

This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution.

No judgement or categroization on institutional quality is intended. However, incremental growth profile of the institution for every year will be consolidated and the accreditation / reaccreditation process SSR/RAR will be prepared based on the survey response pattern by the concerned institution.

* Smt. R.R. Patel Mahila Arts & Com. College Rajkot *
2012-13

NAAC Institutional Quality Sustenance and Development Survey 2.

1. Kindly provide the details of the institution

Name of Institution: Smt. R. R. Patel Mahila Arts & Com

Year of Establishment of the Institution: 1992

Address Line 1: 'Topland Vidyabhavan', Near Astron

Address Line 2: Amin Marg

City / Town: Rajkot

State: Gujarat

Postal Code: 360001

Email Address: rpmc_rjt@yahoo.in

2. NAAC Accreditation/Reaccreditation Details

Year of Accreditation/ Reaccreditation: 2007

Current Grade: B

CGPA: NA

3. Institutional Status

Affiliated Permanent ∨

4. Contact Person Details

Name of Head of Institution: Mrs. Sudarshna V. Mangukiya

Contact Phone: (0281) 2571487

Email: NA

Website URL: NA

Name of IQAC Co-ordinator Dhimant Kariya

Email: dhimantkariya@gma

NAAC Institutional Quality Sustenance and Development Survey

3.

SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.)	2
Post Graduate (MA/M.Sc./M.Com etc.)	0
Research Programmes (M.phi/P.hd)	0
rtificate Programmes	0
Professional Programmes (B.Tech/M. Tech/B.Ed/M.Ed/Medicine/Pharmacy/ Paramediacl/Nursing etc)	0
Other value added programmes	0
Any other programme offered (Specify)	0

6. Details on Programme Development (Enter a number; 0 for nil)

New Programmes added during the year	2
New programes designed	0
Programes under revision	0
Interdepartmental collaborative programmes	0
Inter institutional collaborative programmes	0
Number of review committee recommendations implemented (Total)	0
Number of NAAC peer team recommendations implemented	14
Number of UGC/any other expert committee recommendations	0
implemented Number of review committee recommendation under implementation	0
Number of NAAC peer team recommendations under implementation	2

Number of UGC/ any other expert committee recommendations under implementation	0

7. Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per noms all programmes	20
Total faculty on rolls	18
Faculty added during the year	0
Faculty positions vacant	2
Faculty left during the year	0
Total number of visiting faculty	1
Total number of guest faculty	0

8. Qualification of Faculty

PhD and Above	8
MPhil	0
Masters	9
Any other (Specify)	0

9. Faculty qualification improvement

PhD awarded to existing faculty	1
MPhil awarded to existing faculty	0
Any other degree	0

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (total sanctioned)	10
Administrative staff (Actual strength)	5
Added during the year of reporting	0
Left during the year	0

Number of posts vacant

5

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff
(Total sanctioned
ength)

0

Technical Support Staff
(Actual strength)

0

Added during the year

0

Left during the year

0

Number of posts vacant

0

NAAC Institutional Quality Sustenance and Development Survey

4.

SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

If reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the - institution) inline with the vision, mission and goals of the stitution.

12. Establishment details

Year of establishment of IQAC

DD		MM		YYYY
21	/	07	/	2007

13. Composition of IQAC (Enther a number; 0 for nil)

Number of IQAC members	6
Number of Alumni in QAC	0
Number of Students in IQAC	0
Number of Faculty in IQAC	4
Number of Administrative Staff in IQAC	0
Number of Technical Staff in IQAC	0
Number of Management Representatives	2
Number of External experts in IQAC	0
Number of any other stakeholder and community representatives	0

14. IQAC Meetings

Number of IQAC meetings held during the year	0

15. Whether Calendar of activities of IQAC formulated for the academic year

No ∨

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programmes proposed	6
Number of value added programmes proposed	5

Number of skill oriented programmes proposed	5
Number of faculty competency and development programmes proposed	0
Number of faculty competency and development programmes	0
Number of other staff development programmes proposed	0
Number of student mentoring programmes proposed	1
Number of co-curricular activities proposed	11
Number of inter departmental cooperative schemes proposed	1
Number of community extension Programmes proposed	8
Any other programmes proposed (specify)	0

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programmes implemented	5
Number of value added programmes implemented	4
Number of skill oriented programmes implemented	4
Number of faculty competency and development Programmes implemented	0
Number of other staff development Programmes implemented	0

Number of student mentoring programmes implemented	1
Number of co-curricular activities implemented	11
Number of inter departmental cooperative programs implemented	1
Number of community extension programmes implemented	8
Any other programmes suggested that are implemented (specify)	0

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

Number of seminars/ conferences/ workshops organized by IQAC within the institution	1
Number of participants from the institution	100
Number of particpants from outside	0
Number of external experts invited	3
Number of external conferences/seminars/ workshops on institutional quality attended	0
Number of events conducted with IQACs of other institutions as collobrative programes	4

19. Did IQAC receive any funding from UGC during the year ?

Yes

✓ No

20. if the response to Qn. 18 is Yes, please provide the amount received from UGC- (Input 0 - if NA/NIL-0 Any other source including internal financial support from the management (Specify amount)

Amount Received from UGC	0
Amount Received from any other	0

source including the
college management

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

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NAAC Institutional Quality Sustenance and Development Survey 5.

SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programes developed or designed by faculty	0
Number of faculty members involved in cumiculam restructuring/revision/syllabus development	9
Number of programes in which evaluation process reformation taken up and implemented	2
Number of active teaching days during the current academic year	186
Average percentage of attendance of students	
Percentage of classes engaged by guest faculty and temporary teachers	0
Number of self financed programmes offered	1
Number of aided programmes offered	0
Number of programmes discontinued during the year	0

23. whether any systematic student feedback mechanism is in place ?

Yes

24. Feedback Details (If answer to Question 20 is Yes)

Percentage of courses where student feedback is taken	

25. Is feedback for improvement provided to the faculty?

Yes ∨

26. Faculty Research, Projects, and publication details for the year

Number of major research projects undertaken during the year	0
Number of minor research projects undertaken during the year	0
Number of major ongoing projects	0
Number of minor ongoing projects	0
Number of major projects completed	0
Number of major projects completed	0
Number of major projects proposals submitted for external funding	0
Number of major project proposals submitted for external funding	0
Number of research publications in peer reviewed journals	0
Number of research publications in international peer reviewed journals	0
Number of research publications in natioanl peer reviewed journals	0
Number of research Papers accepted for publication in international peer reviewed journals	0
Number of research papers accepted for publication in national peer reviewed journals	0
Average of impact factor of publications reported	0
Number of books published	0
Number of edited books published	0
Number of books (single authored) published	0
Number of books (authored) published	0
Number of conferences attended by faculty	0

Number of international conferences attended	0
Number of national conferences attended	0
Number of papers presented in conferences	0
Number of papers presented in international conferences	0
Number of papers resented national conferences	0
Number of conferences organized by the institution	0
Number of faculty acted as experts resource persons	0
Number of faculty acted as experts resource persons - international	0
Number of faculty acted as experts resource persons - national	0
Number of collaborations with international institutions	0
Number of collaborations with national institutions	0
Number of linkages created during the year	0
Total budget for research for current year as a percentage of total institution budget	0
Amount of external research funding received in the year	0
Number of patents received in the year	0
Number of patents applied for in the year	0
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	0
Number of PhDs awarded during the year	1
Percentage of faculty members invited as external experts / resource persons / reviewers / referees or any other significant research activities	0

NAAC Institutional Quality Sustenance and Development Survey

6.

SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned)

> 780

Actual enrollment during the year

> 775

Student dropout percentage during the year

> 4

Success percentage in the final examination across the courses

> 98.70

Number of academic distinctions in the final examination and percentage

> 18 (2.32%)

Number of students who got admitted to institutions of national importance

> 0

Number of students admitted to institutions abroad

> 0

Number of students qualified in UGC NET / SET

> 0

Number of students qualified in GATE / CAT/

> 0

other examination (Specify)

28. Does student support mechanism exist for coaching for competitive examinations ?

Yes ∨

29. Student participation, if response is yes to Qn. 27

Number of students participated

> 125

30. Does student counselling and guidance service exist ?

Yes ∨

31. Student participation, if answer to Qn. 29 is yes

Number of students participated	1340

32. Career Guidance

Number of career guidance programmes organized	5
Percentage of students participated in career guidance programmes	49%

33. Is there provision for campus placement ?

No ⌄

34. If yes to Qn. 32

Number of students participated in campus selection programmes	NA
Number of students selected for Placement during the year	NA

35. Does gender sensitization program exist ?

No ⌄

36. If Answer is Yes to Qn 34

Number of progammes organized	NA

37. Student activities

Number of students participated in external cultural students	20
Number of prizes won by students in external cultural events	1
Number of cultural events conducted by the institute for the students	1
Number of students participated in intemational sports and games events	0

Number of students participated in national level sports and games events	0
Number of students participated in state level sport and games events	0
Number of students participated in university level sports and games events	0
Number of prizes won by students in international sports and games events	0
Number of prizes won by students in national level sports and games events	
Number of prizes won by students in state level sports and games events	0
Number of prizes won by students in university level sports and games events	0
Number of sports and games events conducted by the institute for the students	0

38. Composition of students

Percentage of Scheduled Caste	0.93%
Percentage of Scheduled Tribe	0.53%
Percentage of other backward communities	3.48%
Percentage of women students	100%
Percentage of physically challenged	0.13%
Percentage of rural students	64.57%
Percentage of urban students	35.52%

39. Scholarships and Financial Support

Number of students availing financial support from the institution

`0`

Amount disbursed as financial support from the institution

`0`

Number of students awarded scholarship from the institution

`0`

Number of students received notable national / international acheivements / recognition

`0`

40. Student initiatives

Number of community upliftment programmes initiated by students

`3`

Number of literary programmes initiated by students

`4`

Number of lsocial action initiatives based on science / environment initiated by students

`4`

Number of student research initiatives

`0`

SECTION V

This section surveys the Governance and Innovation at the institution related quality management. The educational management strategies adopted and in practice for acheiving the objectives are focussed.

41. Whether perspective plan for overall developmental activities is created ?

☑ Yes

◯ No

42. if the answer for Qn. 40 is Yes, is the plan implemented and monitored ?

☑ Yes

◯ No

43. Whether benchmarking is created for institutional quality management efforts ?

◯ Yes

☑ No

44. If the answer to Question 41 is Yes, please list the benchmarking in various areas of development in bullet format

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▲


▼
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45. Is a Management Information System (MIS) in place ?

☑ Yes

◯ No

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance
2. Student admission
3. Student records
4. Evaluation and examination procedures
5. Research administration
6. Others
(enter the respective details corresponding to the serial numbers)

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▲


▼
```

47. Existence of learning resource management

	Yes	No
e-database in library	◯	⦿
ICT and smartclass room	◯	⦿
e-learning sources (e-Books, e-journls)	◯	⦿
Production of teaching modules	◯	⦿
Interactive learning facilities	◯	⦿

48. Internal resource mobilization : Kindly provide the amount contributed

Research

Consultancy and training

Student contribution

Alumni contribution

Wellwishers

49. Intrastructure and welfare spending: Please specify the amount

Amount spent for
infrastructure development

Amount spent for student
welfare

Amount spent for staff
welfare

50. Is delegation of authority practiced

○ Yes

⊘ No

51. Does grievance redressal cell exist ?

	Yes	No
Faculty	⊘	○
Students	⊘	○
Staff	⊘	○

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of grievances
received — 6

Number of grievances
resolved — 6

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances
resolved — 10

Number of grievances
resolved — 10

54. Number of grievances received from other staff members and resolved (Enter number; 0 for nil)

Number of grievances
received — 2

Number of grievances
resolved — 2

55. Has the institution conducted any SWOT analysis during the year

⊘ Yes

◯ No

56. The SWOT analysis was done by internal or by external agency

◯ Internal

◯ External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

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* Sound infrastructure
* Lower Fees
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58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

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* No New courses as per need of time
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59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

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60. Kindly provide two identified challenges/threats from the SWOT analysis (in bullet format)

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* Number of students in Arts has been decreasing
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61. Identify any significant progress made by the institution towards acheiving the goals and objectives during the year (list below in bullet format)

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* TTNC
* Beauty Care
* Competitive exam Training
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62. How do you perceive the role of NAAC in the quality development of your institution (suggestions in bullet format to be given below)

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8.

CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented is to bo separately listed. The best practies in various areas can be listed as a separate annexure. substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based the total score index arrived at that would map the strength and areas of improvement required.

You should send supporting evidence and other relevant information to the responses for this survey to NAAC.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank You for the participation.