



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		SMT. J.P. SHROFF ARTS COLLEGE
Name of the head of the Institution		Dr. G. M. Butani
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02632243909
Mobile no.		9925043144
Registered Email		jpsacoll@yahoo.com
Alternate Email		bhairavi_6162@yahoo.com
Address		Dr. Monghabhai Vidya Sankul, Tithal Road,
City/Town		Valsad
State/UT		Gujarat
Pincode		396001

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Prof. Bhairavi Desai			
Phone no/Alternate Phone no.		02632258306			
Mobile no.		9898985051			
Registered Email		bhairavi_6162@yahoo.com			
Alternate Email		gmbutani@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.jpsartsvalsad.com/uploads/documents/AOAR%202017-2018_1570898128.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		http://www.jpsartsvalsad.com/uploads/documents/ac%202018-19%20pdf_1570778812.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.78	2015	01-May-2015	30-Apr-2020
1	B	2.54	2009	15-Jun-2009	14-Jun-2014
6. Date of Establishment of IQAC			16-Jul-2009		
7. Internal Quality Assurance System					
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
No Data Entered/Not Applicable!!!		
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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
Smt. J. P. Shroff Arts College	CPE	UGC	2018 1825	10000000
Smt. J. P. Shroff Arts College	Finishing School	KCG	2018 1095	500000
Smt. J. P. Shroff Arts College	RUSA	KCG	2018 730	20000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

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 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)

1. Started Computer Classes

2.Started Personality Development Programme

3.Started Certificate Course in "First Aid"

4. Guinness World Records

5. Industrial Visit to MAA Foundation

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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	Achievements/Outcomes
a) To direct all the committees of the students Union ,other committees, Saptadhara, and other forums to do maximum activities .	A list of Achievements and activities is attached.
b) To direct NSS/NCC to do maximum activities and extension work.	A list of Achievements and activities is attached.
c) To organise seminars/ workshops/guest lectures, awareness programmes etc.	A list of Achievements and activities is attached.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Shri Nootan Kelavani Mandal, Valsad	29-Oct-2019

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

2018

Date of Submission

30-Sep-2018

17. Does the Institution have Management Information System ?

Yes

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

The college has ECAS in place. It manages admissions, fees, library and bulk messages.

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 institution has the following mechanism for well-planned curriculum delivery and documentation. 1. All the heads of the departments are members of BoS and they distribute copies of the syllabus to all their subordinates. 2. Heads of the departments distribute the workload. 3. Academic planners are prepared by the faculty members at the beginning of the term. 4. Required text books, reference books pertaining to the syllabus are ordered. 5. All our classes are equipped with LCD projectors and each faculty members is provided with a laptop to make teaching learning process effective and interesting. 6. Class discussions, Group discussions, class seminars are done to implement syllabus better. 7. Teaching is done through chalk-duster-lecture method, role play, PPT, and movies based on text are also shown. 8. Regular Unit Test, Internal Test, Assignments, Library work are taken. 9. Language Lab is used for English, Hindi and Sanskrit language enhancement. 10. Weaker students are given "Subject wise Counselling." 11. Under our "Gold Club" initiative, brighter students are given guidance regarding scoring better marks. 12. Our rich and well-equipped library is available to students for books, e books, CD's, VCD's, reference books and journals for the use of their study.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Basic Computer	Nil	15/04/2019	90	To enable the students with skill required for employabilit y/entreprene urship	Basic knowledge of computers
Graphic Designing	Nil	15/04/2019	90	To enable the students with skill required for employabilit y/entreprene urship	Skill of Corel Draw Photo Shop
Sewing	Nil	15/04/2019	90	To equip the students for better e mployability entrepreneur ship	Basic sewing skills
Fashion Designing	Nil	15/04/2019	90	To equip the students for better e mployability entrepreneur ship	Basic skill of Fashion Design
Calligraphy	Nil	15/04/2019	90	To equip the students	Basic skill of

Interior Design (Correspondence Course)	Nil	15/04/2019	360	for better employability To equip the students for better employability entrepreneurship	stylish hand writing Basic skill of Interior design
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	334	Nil

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
Nil	15/12/2019	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
BA	Gujarati/ Hindi/ Sanskrit/ English/ Psychology/ Economics/ Home Science/ Political Science	Nil
MA	Gujarati/ Hindi/ Sanskrit/ Home Science	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Yes

Parents	Yes
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1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Institution obtains feedback from the students, teachers, alumni and parents. 1. Collected feedback is analyzed and converted into percentage and graph. 2. It is put before IQAC. 3. After analyzing feedback on teachers, the grievances and issues are addressed. 4. This year we followed the NAAC pattern of SSS and collected online SSS from our firstyear students and analyzed them. 5. From all the feedback, measures of quality improvement are taken.

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	English	110	95	95
BA	Gujarati	110	64	64
BA	Hindi	110	37	37
BA	Sanskrit	110	35	35
BA	Psychology	110	80	80
BA	Economics	110	92	92
BA	Home Science	55	16	16
MA	Gujarati	70	64	64
MA	Hindi	70	48	48
MA	Sanskrit	70	25	25
MA	Home Science	70	20	20

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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
2018	937	286	27	Nil	26

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
27	27	4	7	2	7

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

Student Mentoring System is available in the institution since 2007. First Year B.A. students are divided among the faculty members and since then it has continued in that manner. At present each faculty has 43 mentees. ? One lecture in a week is kept for mentoring ? Mentees are given a lot of information, training, various skills, universal values etc. ? Mentor takes the mentees to the bank, Post Office, LIC office, Blind School, Old People's Home etc. once a month to make them sensitive towards society. ? Mentees are made to sing, dance, speak, read etc. on regular basis. ? They are also given personal counseling and if the need be, they are also directed to the faculty of Psychology Department for formal and extensive counseling. ? The mentees are made to tell stories, share their personal experiences, inhibitions, phobias etc. too which makes them open up. Photographs and video of all these activities are kept by each faculty.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1223	27	1:45

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
1	1	Nil	1	Nil

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
2018	Nil	Associate Professor	Nil
2019	Nil	Associate Professor	Nil

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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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Reforms initiated on continuous Internal Evaluation system. A well planned system of Continuous Internal Evaluation is in place. ? Students have to give four assignments per paper. ? Library work, term paper are taken regularly. ? Unit Test are taken and weaker students are identified and are sent for Subject wise Counseling to pertaining teachers for additional guidance. ? After the Internal Test too, weaker students are given personal subject wise coaching of

which a register is maintained. ? Our Gold Club given guidance to brighter students for better performance. ? Group discussions and class presentation are an integral part of our teaching - learning process which help us to evaluate the performance, problems etc. of our students.

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

Teaching learning processes done in an organized manner in our institution since long. ? As soon as the Academic Calendar comes from the university, college prepares its own Academic Calendar to plan and organize all its Programmes and internal exams too. ? All the faculty too fill up their Academic Planners and adhere to for teaching learning process. ? The faculty members do the teaching according to the units they have planned in their Academic Planners. Even class tests are too planned in the Planners. ? College exams, Annual NSS Camps, Annual Day, Sports Day etc. are planned in tune with the University Academic Calendar. ? Syllabus are completed as a result of such meticulous planning and students are fully equipped by the time internal test approaches.

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)

<http://jpsartsvalsad.com/page/learningoutcome>

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
No Data Entered/Not Applicable !!!					
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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)

<http://www.jpsartsvalsad.com/studentsurvey>

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
No Data Entered/Not Applicable !!!				
View File				

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
Nil	Gujarati/Hindi/Sanskrit/English/Psychology/Economics/Home Science	01/12/2018

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
Nil	Nil	Nil	01/12/2018	Nil
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
Nil	Nil	Nil	Nil	Nil	01/12/2018
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	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	Nil

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	0	Nil	0
International	0	Nil	0
No file uploaded.			

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
English	1
Sanskrit	2
No file uploaded.	

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
0	0	0	2018	0	0	Nil
0	0	0	2019	0	0	Nil
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
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0	0	0	2018	Nil	Nil	0
0	0	0	2019	Nil	Nil	0
No file uploaded.						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

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
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!			
View File			

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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
View File				

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
0	0	0	0
No file uploaded.			

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
0	0	0	01/12/2018	02/12/2018	0
No file uploaded.					

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
0	01/12/2018	0	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20000000	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
ecas	Fully	1.3.3.14	2014

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	01/12/2018
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	31	1	5	4	0	7	0	100	0
Added	20	0	0	0	0	0	0	0	4
Total	51	1	5	4	0	7	0	100	4

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

1 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
0	0

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
150000	116870	0	0

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 college has an established a strong system for maintaining and utilizing facilities. Our management body has appointed a Campus Director to coordinate and execute all maintenance and utilization of facilities available in the college and the campus as a whole. Laboratory: The college has four labs in Home Science, one in Psychology and we have one Computer/Language Lab. All the head of the departments make sure that the equipments are used, serviced and repaired properly. The need for maintenance etc. is brought to the notice of the office and the principal. Library: The Librarian, one clerk and one peon take care the library. Besides this, a Library Committee is formed of three faculty members who keep an eye on the whole library affairs. Sports: The Physical Instructor and one grounds man and peon take care of all the things related to the ground and indoor sports facilities. Computer: Computer / Language lab is handled by a committee. A faculty is hired to run computer classes. An AMC has been given for all the computers in the college. Classrooms: Sweepers and Peons keep the classes clean. The Campus Director regularly checks the classes and premises from time to time. Upgradation and maintenance is done from time to time. Audio - Visual Room: This room is taken care of by all faculty members as all use it on regular basis from time to time. The administrative office handles all its maintenance issues.

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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No Data Entered/Not Applicable !!!

[View File](#)

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
Personality Development Soft Skills Programme	10/01/2019	27	Career Management Institute, Valsad
Started Computer Classes	05/12/2018	305	Shri Nootan Kelavani
Formation of Yoga Club	13/06/2018	45	Swargashram Yoga Center
Yoga Training Week	15/06/2018	201	Swargashram Yoga Center
Programme on Relaxation	26/03/2019	21	Psychology Department
Personal Counselling	04/07/2018	82	Psychology Department
Mentoring	03/07/2018	1200	All Faculty Members
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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 passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

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
7	7	7

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	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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
No Data Entered/Not Applicable !!!					
View File					

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
Any Other	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

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 award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Nil	National	Nil	Nil	Nil	Nil
2018	Nil	International	Nil	Nil	Nil	Nil
2019	Nil	National	Nil	Nil	Nil	Nil
2019	Nil	International	Nil	Nil	Nil	Nil
No file uploaded.						

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

The institution has an active Student Council. Elected or at times of selected members have representation on all the seven committees of the students Council. All Co chairmen of all the committees are students. The Student Council play active role in all the activities done under all seven committees of the Students Union. A number of activities are done under Cultural, Gymkhana, Debate Committee etc. A list of all the activities done during the year is uploaded in Question No.13 (Plan of Action and Achievements / Outcomes). The Student Council organizes "Festival Week and Musical Morning." It also organizes Garba during Navratri Festival. College Tours are also organized by Tour Committee. Student Council and Representation of Students: Smt. J. P. Shroff Arts College, Valsad Students Council Committee Year : 201819 President: Prin.Dr. G. M. Butani Vice President: Dr. R. B. Desai General Secretary: Patel Akash Nileshbhai B.A. Sem. 3 Roll No. 123 1.Finance and Student Welfare Committee Class Roll No. Chairman: Dr. D. J. Tandel CoChairman: Patel Harshkumar Mukeshbhai B.A. Sem. 1 87 Secretary: Kothari Simaran Sunilbhai B.A. Sem. 5 192 Member: 1. Rabari Jigar Babubhai B.A. Sem 1 221 2. Patel Arpana

Bharatbhai B.A. Sem3 43 3. Rathod Hinaben Balavantbhai B.A. Sem 1 107 2. Gymkhana Committee: Chairman: Dr. G. N. Patel CoChairman: Der Devasheekumar Markheebhai B.A. Sem 1 208 Secretary: Kansara Rashi Bharatbhai B.A. Sem 1 166 Member: 1. Rathod Meghana Ashokbhai B.A. Sem 3 150 2. Patel Sidhdhikumari Ratilal M.A. Sem2 18452 3. Rathod Vipulbhai Kalidas B.A. Sem5 134 3. Social and Cultural Activity Committee: Chairman: Dr. S. R. Champaneri CoChairman: Kothari Simaran Sunilbhai B.A. Sem 5 192 Secretary: Patel Arpana Bharatbhai B.A. Sem 3 43 Member: 1. Patel Harshkumar Mukeshbhai B.A. Sem 1 87 2. Kansara Rashi Bharatbhai B.A. Sem1 166 3. Gavalee Kajalben Kishanbha M.A. Sem 4 17105 4. Debate Elocution Committee Chairman: Dr. A. B. Patel CoChairman: Patel Arpana Bharatbhai B.A. Sem 3 43 Secretary: Kothari Simaran Sunilbhai B.A. Sem 5 192 Member: 1. Rathod Pinal Vijaybhai B.A. Sem 3 289 2. Rathod Meghana Ashokbhai B.A. Sem 3 150 3. Chonakar Ami Sameexeet B.A. Sem 1 281 5. Educational Tour Committee Chairman: Dr. B. Y. Desai CoChairman: Mistri Mehul Vaghabhai B.A. Sem 3 79 Secretary: Patel Sidhdhikumaree Ratilal M.A.Sem 2 18452 Member: 1. Kansara Rashi Bharatbhai B.A. Sem 1 166 2. Patel Harshkumar Mukeshbhai B.A. Sem 1 87 3. Rathod Vipulbhai Kalidas B.A. Sem 5 134 6. Magazine Committee Chairman: Dr. B. C. Patel CoChairman: Chonakar Ameer Sameexeet B.A. Sem 1 281 Secretary: Rabaree Jigar Babubhai B.A. Sem 1 221 Member: 1. Mistree Mehul Vaghabhai B.A. Sem 3 79 2. Rathod Meghana Ashokbhai B.A. Sem 3 150 3. Kotharee Simaran Sunilbhai B.A. Sem 5 192 7. Planning Forum Committee Chairman: Pro. B. B. Desai CoChairman: Rathod Vipulbhai Kalidas B.A. Sem 5 134 Secretary: Der Devasheekumar markheebhai B.A. Sem 1 208 Member: 1. Patel Roshaneeben Umeshbhai M.A. Sem 2 18450 2. Gavalee Kajalben Kishanbhai M.A. Sem 4 17105 3. Rathod Heenaben Balavantbhai B.A. Sem 1

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Institution has a registered Alumni Association. Registration No. F 1693 Date of Registration 21/02/2015 Registered at Assistant Charity Commissioner's Office at Valsad. List of Working Committee of Alumni Association: Year 20182019 Sr. No. Name Designation 1. Dr. G.M. Butani President 2. Dr. D.J. Tandel Vice President 3. Dr. A. N. Patel Secretary 4. Prof. C. N. Patel Treasurer 5. Prof. J. J. Patel Member 6. Dr. Rashmi Desai Member 7. Mr. J. I. Patel Member 8. Shri B. M. Thakor Member

5.4.2 – No. of enrolled Alumni:

131

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

721613.8

5.4.4 – Meetings/activities organized by Alumni Association :

During the academic year one annual alumni meeting is held and one or two informal meetings are held to plan and implement suggestions of the alumni. The annual meeting of the alumni in this year was held on 27/04/19. In this academic year four activities were done by the alumni members. 1. A Lecture by Alumni Pritam Pavaskar on IELTS Exams Date: 15/7/18 Time: 10.00am to 11.00am No. of Participants: 40 students 2. A Demonstration on "How to Preserve Mango Juice and Seal the Bottle" by Dr. Rashmi Desai Date: 4/8/2018 Time: 10.00 to 12.00pm No. of Participants: 10 3. Choreography of Western Dance by Dance Master Mr. Ketan Patel (S.K Academy of Dance) Date: 02/01/2019 Time: 8.00 am to 12.30pm No. of Participants: 30 4. A Talk on 'Importance of Remedial Coaching Class' by Prof. R.T. Mali Date: 03/12/2018 Time: 10am to 11.00am No. of Students: 40

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)

1. The college has always followed the practice of decentralization and participatory management in order to spread a conducive environment. 2. The IQAC distributes the responsibilities and work making small groups of faculty members. This leaves not even one faculty member outside. 3. All groups are given deadline for submission of the work done. This leads to an exemplary teamwork in participatory management. 4. There is a representation of students too on various committees of the Student's Union which encourages them to be a part of management system.

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

Partial

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
Curriculum Development	All the heads are members of Board of Studies of their respective subjects and they contribute greatly to curriculum development.
Teaching and Learning	Under CPE Grant, each faculty is provided with a laptop and all classes are equipped with an LCD projector and free WiFi in order to facilitate all faculty members to make use of ICT in making teaching learning process interesting and effective.
Examination and Evaluation	1. Unit test is used to identify slow learners and weaker students and subject wise counseling is provided to them. 2. Along with internal test, G.K test is taken in OMR Sheet to help Students prepare for competitive exams and two highest scorer are given prizes 3. Evaluation process is made transparent and the students are shown answer books and those with grievances are redressed by reassessment. 4. Films based on the texts presented are shown to the students. 5. Alumni are invited to deliver one lecture each on any one topic of the syllabus.
Research and Development	1. A Research Committee is made to spread the research environment in the institution. 2. Small surveys are taken up to train students in research work. 3. 16 out of 28 faculty members are Ph.D and 02 are Ph.D guides and 06 are M. Phil guides.
Library, ICT and Physical	1. Library is enriched by spending 15

<p>Infrastructure / Instrumentation</p>	<p>lakh spent from the CPE grant. Books, 1. 1. 1. Reference Books, Journals, CDs, VCDs, Reprography machine and bought. Computers are placed in the library with internet access. 2. 'ECAS' Institute Management software is purchased for the quality improvement in the library and administrative staff. 3. A Computer/Language lab is established with 20 computers/LCD projector and a computer Instructor from CPE grant. 4. Equipments worth Rs.60/ lakh have been bought from CPE grant for various Types of skill development of the students.</p>
<p>Human Resource Management</p>	<p>1. The college has 28 permanent and two ad hoc faculty members. The Management hires ad hoc clerks and faculty members as and when required. 2. A Credit society is operational for the welfare of teaching and non teaching staff. 3. Study leave, duty leave for attending seminars/conferences are given to the faculty members. 4. All infrastructural and professional facilities are provided to all employees and students.</p>
<p>Industry Interaction / Collaboration</p>	<p>1. Ours being an Arts College, there can be no collaborations with industry. 2. Students are taken an industrial visit though. 3. Our students are chiefly trained for entrepreneurship and selfemployment.</p>
<p>Admission of Students</p>	<p>1. After the result of General Stream HSC results are declared, the forms for B.A. are sold and admissions are given to all the applicants. 2. M.A. admissions are done online by the University. 3. An all informative prospectus is given with each admission form. 4. Updated college website helps the students to know about the institution.</p>

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

E-governance area	Details
<p>Planning and Development</p>	<p>The college has a dynamic website which is updated on regular basis. The faculty members are given laptops from CPE grant and they fill up planners and mail them to IQAC. 1. The Library has been made automated. 2. The students fill up online feedback.</p>
<p>Administration</p>	<p>1. The Administrative office is connected with LAN for better and quick communication. 2. Bulk message Gateway</p>

	is there for passing of information to all stakeholders.
Finance and Accounts	Finance and Accounts are managed by Tally, VIRAT, PFMS etc.
Student Admission and Support	Students admission and enrollment are online.
Examination	Hall ticket, internal marks, results are online.

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
2018	Ms. J.J.Patel	International Conference on Globalization, Literature and Culture	Higher Education and Research Society, Navi Mumbai	2200
2019	Dr. R.B. Desai	Community Health and Enrichment Through Home Science Education and Research	PG Dept. of Home Science, S.P. University	7295
2019	Dr. G.N. Patel	Community Health and Enrichment Through Home Science Education and Research	PG Dept. of Home Science, S.P. University	2100
2019	Dr. R.B. Desai	Modern Trends of Higher Education: Indias Super Power Status.	Shree Rang Navchetan Mahila Arts College, Valia	1040
2019	Dr. G.N. Patel	Modern Trends of Higher Education: Indias Super Power Status.	Shree Rang Navchetan Mahila Arts College, Valia	3715
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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	Title of the administrative training programme organised for	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	teaching staff	non-teaching staff				
No Data Entered/Not Applicable !!!						
View File						

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
"Achieving Learning Outcomes: How and Why?"	28	13/03/2019	19/03/2019	07
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Null	Null	Null	Null

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Credit Society, Group Insurance, LTC, LINK Insurance	Credit Society, Group Insurance, LTC, LINK Insurance, Staff Benefit Loan	Kinariwala Accident Insurance, Financial help to students of open category, Fee reimbursement to students excelling in education and co curricular activities, PM Suraxa Bima Yojana, Financial help orphan students and students with serious illness

6.4 – Financial Management and Resource Mobilization

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

The institution conducts internal and external financial audits regularly. The local Chartered Account audits all financial transactions and a team of Auditors from the government too does a financial audit at the end of the financial year. The reports of audit are put before the Management body and steps are taken on the suggestions given in the reports.

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
Alumni	721613.8	For activity of students
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6.4.3 – Total corpus fund generated

721613.8

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	GSIRF, NIRF	No	Nil
Administrative	Yes	Gujarat Government Audit	Yes	Hiten Desai and Associates

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

The college does not have the formal Parent Teacher Association but we hold a yearly meeting with the parents in such meetings, their feedback are taken as analyzed. Parents are also invited in a couple of college programmes too.

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

1. Computer Training 2. Workshop on Filling and Documents 3. Training for Preparation of Pension Papers

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

(1) Establishment of Yoga and Meditation Center. (2) Extensive training in computer to staff (3) All classes are equipped with LCD projector and all faculty members are given laptops under CPE Grant (4) A National conference on "Quality Assurance in Higher Education" was organized on 22/12/2017 (5) The college also organized a few national and state level seminars.

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
2018	A Workshop on "Creating Effective Power Point Presentation"	21/06/2018	21/06/2018	21/06/2018	20
2018	Personality Development Programme	10/01/2019	10/01/2018	13/03/2018	27
2019	Acting Workshop	21/01/2019	21/01/2019	25/01/2019	20
2019	A certificate course in	31/01/2019	31/01/2019	01/02/2019	29

	"First Aid"				
2019	Workshop on Candle Making	15/02/2019	15/02/2019	15/02/2019	14
2019	Industrial Visit to MAA Foundation Vapi	13/02/2019	13/02/2019	13/02/2019	106
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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
A Lecture on Gender Equality	15/10/2018	15/10/2018	122	21
Rally on 'Save and Literate Girls child" & " Beti Bachao Beti Padhao" from Avabai School to Railway Station, Valsad with Gynaecologist and Obstetrician Society	02/01/2019	02/01/2019	132	29
Lecture on-"Problems of Women" by Dr. Yogini Rolekar	24/01/2019	24/01/2019	133	35

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
The institution has an Eco Club which does a lot of activities to bring about consciousness in students and other stakeholders regarding environment. Even NSS units organize a number of programmes in this direction, Lectures, rallies, poster competitions, slogan competition etc. are organized. A committee of students is made to switch off fans and lights in the class when not in use. The college is going for Solar Roof Top next year.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Ramp/Rails	Yes	4

Provision for lift	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil

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
2018	1	1	11/09/2018	01	Sickle cell Awareness Drive with Local Blood Bank	Sickle Cell Disease	18
2019	1	1	14/01/2019	01	Marketing Potential of Warli Painting	Guidance to earn from their folk art.	9
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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	05/01/2018	The Booklet of Code of Conduct was published on 5th January, 2018. After publication, the booklets were distributed among all stakeholders. A general meeting of the college employees was held wherein all were informed about the rules and codes in their workplace. Every year, fresh students are informed about it in Induction Ceremony. One booklet each is kept in the Staff Common Room,

Administrative office, Library, NSS office, Sports Room and the Principal's office. The principal sees to it that the code of conduct of each stakeholder is adhered to.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
"Valuebased books read by Students."	24/08/2018	27/08/2018	15
A Lecture was held on the stories of the Panchtantra which gives moral enlightenment.	16/01/2019	16/01/2019	50
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Tree Plantation is done every year. 2. Efforts are made to make the campus plastic free. 3. Water and Electricity conservation awareness rally are organized. 4. Cleanliness Drive is practiced every few months. 5. A committee of the students is made to ensure switching off lights and fans in classes when not in use.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Knowledge on Wheels: Our institution has started a unique drive to inculcate social responsibility and, in the students, and a unique step by the institution to pay back the society in its small way. Goals: 1. To inculcate a spirit of social responsibility and social service in the students to try and make them better woman beings 2. To help the community by imparting knowledge 3. To make students aware about their role as good citizens. Context: "Knowledge on Wheels" drive is initiated with a view to do something unique. In present times, there is dire need of human values sensitivity, emotional and social contact. We thought of doing something in their concrete direction. Imparting only bookish knowledge is inadequate without making them aware about E.Q. and S.Q. is useless. Hence with a view to achieve the above mentioned vision their drive was started in the academic Year 20182019. The Practice: Under this drive, one vehicle goes with the banner of "Knowledge on Wheels" in the nearby vicinity with 5 to 6 students and impart General Knowledge to the children of surrounding villages. We would like to mention with pleasure that each faculty member provides his/her vehicle once a month for the purpose. Every time different students go on knowledge on wheels and spend one hour to one and half hour imparting general knowledge to the children and enthusiastic adults too. On last Sunday of every month the "knowledge on Wheels" goes to the nearby villages and is parked in the village. The students gather the children and adults around it. The students carry the globe of the world, word atlas and map of India, human anatomy skeleton, basic information about political structure of India, photographs of sports legends, public figures, notable women achievers, etc and show and explain their roles to the gathering. Evidence: Photographs, register etc. are kept and maintained. Problems Encountered and Resource Required: So far, no problems have been encountered as

students have participated in this activity willingly and voluntarily. As for the resources, each faculty member offers his/her car once a month happily. The college is planning to buy a van of its own for the purpose. Best Practice 2 Her Start Up Goals: (1) To provide a platform to students to become entrepreneurs. (2) To promote "Earn While Learn" (3) To make students financially strong and inspire them to become Entrepreneurs. Context: The college has Home Science department and more than 78 students are females hence a lot of skill workshops and training are a regular practice in our college. A number of workshops on chocolate making, pottery painting, nib painting, sewing and embroidery etc. are organized. We decided to provide a platform to sell the things they make and this drive called "Her Start Up" came into being. We have made an outlet for the students to sit and sell the items they make. The Practice: An outlet space is set up in the corner of the foyer of the college where a counter and display cupboard are provided to the students desirable to sell the items made by them. We can state with pride that the students have earned handsomely by selling chocolates, pottery, quilling, jewelry, food items, Best out of waste and many more things. Problems Encountered and Resource Required: We feel pleased to state that so far, no problems have been encountered in the endeavor and as we provided a space with a counter, chair and cupboard, no extra resource is required. The students have been selling the items successfully.

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

<http://www.jpsartsvalsad.com/igacgallery>

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

We can state with a lot of pride that our institution is unique and distinct in keeping with our vision. The emblem of our college "Tejasvinavdhitamastu" can be explained as "Let us all be enlightened and become clever." It also states to actualize the potential of the college and set the benchmark in our region. In keeping with the above vision, our institution has set the benchmark not just in our region, but globally. The college has been put on the global map with three consecutive "Guinness World Records" and one "Limca Book of Records" which no institution of the world has done. By doing this, we have inspired the students to actualize their potential to face the challenges and competitions of modern times. Vision: 1. The vision of the institution is best expressed in its emblem "Tejasvinavdhitamastu" 2. To actualize the potential of the college and set the benchmark in teaching humanities and social sciences in our region. 3. To pay back the society by turning out ideal citizens. 4. To equip the students to face the challenges and competitions of modern times.

Provide the weblink of the institution

<http://www.jpsartsvalsad.com/certificates>

8.Future Plans of Actions for Next Academic Year

1. To make the institution ecofriendly, the institution has decided to install Solar Roof Top next year for tapping alternate energy. 2. As the NAAC certificate of 2nd cycle expires on 30/4/2020, the college will go for the 3rd cycle of NAAC in next year. 3. The college has received RUSA grant of Rs. 2 crore, next year the whole college is to be renovated by using the grant. 4. The college is the proud holder of CPE status and has received a grant of Rs. 1 crore. Next year we plan to utilize that in improving and enhancing the quality of teachinglearning.

