



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)**

Accreditation - (Cycle - 2)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
GUJARAT ARTS AND COMMERCE COLLEGE (EVENING)
C-5867
AHMEDABAD
Gujarat
380006**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

Section I: GENERAL INFORMATION

1.Name & Address of the institution:	GUJARAT ARTS AND COMMERCE COLLEGE (EVENING) AHMEDABAD Gujarat 380006	
2.Year of Establishment	1992	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	2	
Departments/Centres:	8	
Programmes/Course offered:	8	
Permanent Faculty Members:	17	
Permanent Support Staff:	8	
Students:	3072	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	<ol style="list-style-type: none">1. The College (Evening), is a Government educational institution affiliated to Gujarat University. It provides equal opportunities for growth and development to students coming from lower and middle class of society.2. The college is recognized under 2f and 12 B of the UGC Act. The faculty members are selected through Gujarat Public Service Commission and appointed by Education Department of Government of Gujarat.3. The College has 2282 students for B.Com and 790 students for B.A. on its roll at Under Graduate level. The College offers Sanskrit, English, Gujarati, Hindi, Sociology, History, and Economics as a main subjects and Psychology as a subsidiary subject. In Commerce, the college offers Accountancy as a main subject and Statistics as a subsidiary subject.	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 06-08-2019 To : 07-08-2019	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. ABDUL KHADER MK	FormerVice Chancellor,kannur university
Member Co-ordinator:	DR. PROF. VASHISHTHA NARAYAN TRIPATHI	FormerProfessor,BHU VARANASI
Member:	DR. ASHOK VANJANI	FormerPrincipal,SMT MMK COLLEGE OF COMMERCE AND ECONOMICS
NAAC Co - ordinator:	Dr. Darikhan Kamble	

Section I: GENERAL INFORMATION

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

Gujarat Arts and Commerce College (Evening) was established in 1992 with arts subject only. Commerce was commenced in the year 1997 and the college is affiliated to Gujarat University. A few professors of the college are members of Board of Studies. It follows the curriculum and academic calendar of the University. NSS, N.C.C. and C.W.D.C are functional. Sports and cultural programmes also are seen under Saptadhara.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The College has two programs i.e. B.Com. and B.A. Website is another feature.

The programme and syllabus are designed by the university.

The faculties use the modern teaching methods, aids and techniques.

The institution maintains academic record.

The norms and regulations of the university are executed in the curriculum.

“Drop-out Ratio” is high.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

Qualitative analysis of Criterion 3

The College has conducted International , National level and state level seminars for the benefit of UG students. Language departments have conducted two workshops on “creative writing and translation”. Teachers have published 107 books and 230 research papers and articles have been published by the faculties of the college in peer reviewed journals having ISSN / ISBN Nos. Departments have organized field trip visits . 17 faculties are Ph.D holders Out of them 6 are Ph.D supervisors in various Universities. 7 are the members of Board of Studies. Career programmes and Skill based programmes under RUSA and Finishing School were conducted.

N.S.S organized 7 days residential camp in villages wherein programmes like Beti Bachao, Cleanliness Programme, Literacy Awareness Programmes. Eradication of social evils, Equality of all and Health Awareness programmes also were organized. 28 extension and outreach programmes have been organized on environment awareness.

680 students took part in outreach programmes such as Swachh Bharat Abhiyan and Aids Awareness with support of Government and non Government organisations.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QIM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QIM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The College is spread over 33 acres of land. There are 23 class rooms, 11 technology enabled class rooms, a seminar hall with a seating capacity of 500, two conference halls, administrative and staff rooms. Separate boy's and Girls'common room also have been noticed. The library has collection of 7387 books inclusive of departmental liabraries.One boys' hostel is in the campus. Gymnasium, canteen and separate washrooms for boys and girls are also there. The college provides safe drinking water. The college has a botanical garden .The playground is spread over 10 acres of land for outdoor games and athletics which is shared by all the three colleges inside the campus.There are 52 Computers connected with internet.

The liabrary in the college is used by only 0.17% of the students.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

1037 students have availed financial support through government scholarships.

The college organizes workshops like art, craft, cooking and beautification along with vocational guidance for holistic development of students.

Centre for women development cell (C.W.D.C.), Grievance Redressal Cell, Anti Raging Committee, Anti Sexual Harassment Cell and Minority Cell are functional.

Soft Skill development, yoga and meditation programmes are undertaken. One girl Miss. Pooja Patel has acclaimed international recognition in Yoga. A few student representatives are in various committees. A good number of sports and game facilities are also available. 78 sport events have been organised by the college.

The registered Alumni Association is functional .

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>) Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

The College is a government institution hence its management and organization is decided by the Education Department of State government. The budget allocation to the college is made by the Gujarat Government which is disbursed by the principal to different departments/committees for purchasing books, equipments etc. The financial management is assisted by the accountant deputed for this purpose through Finance Department of the Government of Gujarat.

Feedback mechanism, representation of students in various committees are in force. The organizational changes for internal matters are undertaken by the head of the institution and changes at higher level of the organizational are carried out by the Higher Education Department.

IQAC conducts meetings at the beginning of the session with different departments to assess their progress on semester basis. In the scheduled meetings the departments are assessed for their academic progress, assignments and students seminars.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

The College maintains transparency in its financial, academic, administrative and auxiliary functions.

Organises activities to increase consciousness about national identities and symbols, fundamental duties and rights of Indian citizens and other constitutional obligations.

Focuses on the core values of higher education as formulated by NAAC.

Celebrates national festivals and birth / death anniversaries of the great Indian personalities.

Best practices:

1. Finishing School
2. Employment fair for placements.

Section III:OVERALL ANALYSISbased on Institutional strengths.Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)

Overall Analysis

Strength:

Institutional Strength :

- 1.Government degree college catering to regular as well as working college located in the heart of the city for Arts and Commerce.
2. Adequate infrastructure is in place.
3. Provision for value base education.
4. Mega Placement Fair.
5. Transparent mechanism for handling students'grievances
- 6.CCTV cameras and Wi-Fi network.
7. First and the only Evening College in Ahmedabad City.

Institutional Weakness :

1. Shortage of permanent teaching staff visavis to the strenght of the students.
2. Inadequate English language communication skills of students.
3. Inadequate collaborations with state or national level institution due to procedural rigidities.
4. Dependence on PWD for infrastructural maintenance and expansion.
5. Teacher student ratio frequently varying due to transfers.

Institutional Opportunity :

1. Strengthening existing UG programmes and initiating new PG programmes.
2. Establishing Industry and Academia linkages for placements.
3. Implementing digital initiatives of Central Government.
4. To provide opportunities for the students and staff members to participate in various developmental programs, seminars, workshops organized at District, State and National level by various Institutions and Universities.
5. To set up more smart classrooms.
6. Further expansion of infrastructure.
7. MOUs and strategic alliances with reputed universities and institutions for Students' exchange programme.
8. Introduction of online courses

Institutional Challenge :

1. Optimal utilization of land resources.
2. Strengthening the existing infrastructures
3. Enhancing and enriching the basic English communication.
4. To meet the challenges of the corporate world and emerging market by aligning with the global skill requirements.
5. To develop ICT skills among students.
6. To start the skill based and Professional Course

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Appoint sufficient number of teaching faculties
- Optimum utilization of of land resources
- Commence more programmes in Arts and Commerce.
- Language lab. for improving communication skills.
- Strengthen and develop research culture.
- linkage of programmes with industries outside.
- Commence PG Programmes.
- MOUs with other Government institutions
- Introduce a few skill based certificate and diploma programmes.
- Should tap E- book facilities and to Increase number of books in the library.
- Establish proper procedures for maintenance of infrastructure

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	DR. ABDUL KHADER MK	Chairperson	
2	DR. PROF. VASHISHTHA NARAYAN TRIPATHI	Member Co-ordinator	
3	DR. ASHOK VANJANI	Member	
4	Dr. Darikhan Kamble	NAAC Co - ordinator	

Place

Date