

# **Annual Quality Assurance Report (AQAR)**

**2011-12**



**Submitted By**

**Shri J.H. Bhalodia Women's College,  
Kalawad Road, RAJKOT – Gujarat INDIA.**

**Submitted to**

**NAAC National Assessment and Accreditation  
Council Bangalore**



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# Part - A



## 1. Details of the Institution

1.1 Name of the Institution

SHRI J.H. BHALODIA WOMEN'S COLLEGE, RAJKOT

1.2 Address Line 1

OPP. NOBLE HOUSE

Address Line 2

KALAVAD ROAD

City/Town

RAJKOT

State

GUJARAT

Pin Code

360007

Institution e-mail address

jhbhalodiya91@gmail.com

Contact Nos.

0281-2459379

Name of the Head of the Institution:

Dr.N.M.PATEL

Tel. No. with STD Code:

0281-2459379

Mobile:

91- 8980660911



Name of the IQAC Co-ordinator:

PROF. SMITA VYAS

Mobile:

91- 9426045720

IQAC e-mail address:

jhbhalodiya91@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

GJCOGN13991

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

BC/51/A&A/36

1.5 Website address:

www.jhbwc.org

Web-link of the AQAR:

<http://jhbwc.org/wp-content/uploads/2015/07/AQAR-2011-2012.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.08	2009-10	5 years

1.7 Date of Establishment of IQAC: DD/MM/YYYY

19/10/2007

1.8 AQAR for the year (for example 2010-11)

2011-12

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR \_\_\_\_\_ (DD/MM/YYYY)4
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)



### 1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

### 1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

### 1.12 Name of the Affiliating University (*for the Colleges*)

SAURASHTRA  
UNIVERSITY, RAJKOT

### 1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST



UGC-Innovative PG programmes

any other (*Specify*)

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="4"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2.6 No. of any other stakeholder and Community representative s	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="12"/>
2.10 No. of IQAC meetings held No.	<input type="text" value="2"/>
2.11 No. of meetings with various stakeholders:	
Faculty	<input type="text" value="16"/>
Non-Teaching Staff	<input type="text"/>
Students	<input type="text"/>
Alumni	<input type="text" value="1"/>
Others	<input type="text" value="2"/>
2.12 Has IQAC received any funding from UGC during the year? Yes	<input type="text" value="-"/>
No	<input type="text" value="N"/>
If yes, mention the amount	<input type="text"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="NIL"/>
International	<input type="text"/>
National	<input type="text"/>
State	<input type="text"/>
Institution Level	<input type="text"/>
(ii) Themes	<input type="text"/>



### 2.14 Significant Activities and contributions made by IQAC

- Expansion of library
- Computerisation of library
- Library enrichment programme(LEP)
  1. Experts
  2. feedback and suggestion
  3. purchase of books under student suggestion
- Programme for developing proficiency in English

### 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• To improve English proficiency</li> <li>• To arrange expert lectures</li> <li>• To implement KCG initiative- Saptadhara</li> <li>• Expansion of library</li>   <li>• Preparing for AAA</li> </ul>	<ul style="list-style-type: none"> <li>• English odyssey</li> <li>• Think –tank</li> <li>• Saptadhara programme</li> <li>• Capacity and resources for library is expanded</li> <li>• Book fair-seeking student suggestion</li> <li>• Committees are formed for execution of AAA formalities</li> </ul>

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body      Yes  No   
 Management  Syndicate  Any other body

Provide the details of the action taken

Sanctioned and approved by top management. Management has assured to support whole heartedly to accomplish quality mission.

# Part - B

## Criterion – I

### 1. Curricular Aspects

#### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.				
PG	1			
UG	2			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	3			

Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options  
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	3
Trimester	
Annual	

1.3 Feedback from stakeholders: \* Alumni  Parents  Employer  Students   
*(On all aspects)*

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Revision of the svllabi is done in the year 2010-11 as CBCS is introduced.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NII

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
13	2	7	1	3

2.2 No. of permanent faculty with Ph.D.

6

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
2	2	-	-	-	-	-	-	2	2

2.4 No. of Guest and Visiting faculty and Temporary faculty

9

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	16	1
Presented	3	16	1
Resource Persons	—	1	—

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Class presentation(Prof.Smita Vyas )
- English odyssey(Prof. Rohini Jadeja)
- Innovative approaches by Prof. Rohini Jadeja
  1. Dialogue presentation
  2. Listening comprehension
  3. Motivational videos and speeches (Sandip Maheshwari)
  4. Listening interviews
  5. Story telling and writing

2.7 Total No. of actual teaching days during this academic year

211

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Group presentations and assignments  
Multiple choice Questions

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

6	2
---	---

2.10 Average percentage of attendance of students

86%
-----

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.com Sem VI	243	-	40%	47%	10%	97%
B.B.A Sem VI	89	-	62%	28%	1%	91%
M.COM	31	-	19.35%	48.39%	6.45%	74.19%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC Monitors teaching learning process by collecting student feedback, academic result analysis (Internal and External) and interaction with the teachers.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	10
Others(FDP)	1
(chair person)	1



#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	4	3	--	2
Technical Staff	_____	-	--	-

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Orient students for taking research projects in the area of financial management and marketing management for BBA SEM-6
- Create awareness and motivation to faculties for minor research projects.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2		
Outlay in Rs. Lakhs		1 30,000		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	-	-
Non-Peer Review Journals	-	6	-
e-Journals		-	-
Conference proceedings	2	5	1

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS



3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects ( <i>other than compulsory by the University</i> )				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges  
 Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-----	-----	-----	-----	-----
Sponsoring agencies	-----	-----	-----	-----	-----

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations  
 International  National  Any other





3.14 No. of linkages created during this year \_\_\_--\_\_

3.15 Total budget for research for current year in lakhs :

From funding agency  From Management of University/College   
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-----
	Granted	-----
International	Applied	-----
	Granted	-----
Commercialised	Applied	-----
	Granted	-----

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
-----	-----	-----	-----	-----	-----	-----

3.18 No. of faculty from the Institution who are Ph. D. Guides  1  
and students registered under them  5

3.19 No. of Ph.D. awarded by faculty from the Institution  -

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  --- SRF  \_\_\_ Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  --- State level  ---

National level  --- International level  ---

3.22 No. Of students participated in NCC events:

Unit level  State level

National level  International level

3.23 No. Of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum

NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood donation camps (45 students)
- Documentary film on "Vishwa Nidam" (NGO for slum children)
- Traffic awareness programme --by **District Traffic education and Welfare society** (113 students)
- Donation to national blind association India

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3 acres	----	----	----
Class rooms	22	-----	-----	-----
Laboratories	1	-----	-----	----
Seminar Halls	1	-----	-----	-----
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		32 PCs 2 laptops 1 printer 1 A.c	UGC Grant (11)	1881600 83950 38000
		1 R.O Plant		29785
Others	---	---	---	---

#### 4.2 Computerization of administration and library

- Installation of 30 computer systems in library
- Increasing internet connections in the library
- Continuing usage of AACHARYA software in Admin.
- Usage of Tally software for accounting department

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
1Text Books	4309	377631	428	39602	4737	417233
Reference Books	6818	966271	569	145351	7387	1111622
e-Books						
Journals	36	41860	-	-	36	41860
e-Journals						
Digital Database						
CD & Video	177	24018	12	2767	189	26785
Others (Magazines)	49	39057	4	1828	53	40885
newspapers	11				11	

#### 4.4 Technology up gradation (overall)

	Total Computers and laptops	Computer Labs	Internet	Browsing Centres	Multimedia projector	Voice enhancer	Printers	Others
Existing	34	1	4	4	11	11	1	3 (1(LED) + 1(Xerox) + 1 (punch card machine))
Added	34 (32(PC) + 2(laptop))	-	-	-	-	-	2	-
Total	68	1	4	4	11	11	3	3

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Computer Training to non teaching staff by computer dept.

Increase in internet connectivity

#### 4.6 Amount spent on maintenance in lakhs:

i) ICT	21956
ii) Campus Infrastructure, facilities and Equipments	179780
<b>Total:</b>	201736

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

**Mechanism for information and creating awareness**

- Orientation programme for new comers
- Enrolment of various students under Saptadhara programme
- Students meeting

**Focus areas for 2011-12**

- Continuing providing freeships
- Organising book fair for seeking student suggestions
- Self defence programme for girls (Karate camp)
- Focus on cultural and sports activities

#### 5.2 Efforts made by the institution for tracking the progression

- Quantitative evaluation( internal and external results evaluation)

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
908	86	5	

(b) No. of students outside the state

(c) No. of international students

Women

100%

### **Classification of graduate students**

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
744	25	04	175	04	952	637	27	07	236	01	908

### Classification of post-graduate students

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
68	3	1	11	0	83	66	3		17	0	86

### Demand ratio

Programme	No. of Applications	Total No. of Students Admitted	Demand Ratio
B.COM. (ENG)	325	130	2.50%
B.COM. (GUJ)	145	122	1.19%
B.B.A.	90	63	1.43%
M.COM.	95	85	1.12%

### Drop out ratio

Programme	Enrol students	Total drop out students	Drop out Ratio
B.COM.	249	12	4.82%
B.B.A.	63	3	4.76
M.COM.	49	2	4.08%

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Name of examination	No. of students	Prof. in charge
Bhavnagar vikas vartul exam	750	Prof. Jay Ranpura
Co-operative training in Gopal	102	Prof. A.D pan

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

English odyssey (157 students participated)

No. of students benefited

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Tata consultancy services	10	5	Data Not Available

5.8 Details of gender sensitization programmes

Gujarat Mahila self defence programme

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

No. of students participated in management events

State/ University level  National level  International level



5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

Management events -- state level 10

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	35	23700
Financial support from government	286	491225
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL



## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

#### MISSION

*Shri J.H.Bhalodia Women's College, Rajkot Visualizes itself a leading Commerce & Management College of Saurashtra region with the major thrust on research orientation, student centric approach & benchmarking quality education & being a premium educational brand to meet global demand of skilled professionals.*

#### VISION

*Shri J.H. Bhalodia Women's college strives to empower women by imparting with a blend of skill and knowledge ensuring holistic development of students for global competitiveness. It is being instrumental in the social transformation by channelizing this knowledge with value and wisdom to the next generation.*

6.2 Does the Institution has a management Information System

Data base is kept by every dept and activity in- charge

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Student feedback

Parents feed back

6.3.2 Teaching and Learning

Innovative pedagogy

ICT enabled teaching learning

6.3.3 Examination and Evaluation

Continuous and comprehensive evaluation system

#### 6.3.4 Research and Development

Minor research projects

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Computerisation of library

Furnishing library and reading room

Equipping auditorium with all facilities

#### 6.3.6 Human Resource Management

As the institution is an affiliated college major HR issues are handled by government. As far as role of management is concerned, It has given freehand to the Head of the institution in managing the organisation. Along with the freedom, management strongly believes in Meritocracy, disciplined culture and professionalism.

#### 6.3.7 Faculty and Staff recruitment

Under government recruitment policy following faculties are selected a Adhyapak Sahayak

- a) Ms Mansi Gaglani
- b) Ms Parul Gangani

#### 6.3.8 Industry Interaction / Collaboration

### **Industrial visit details**

Sr.no.	Year	Name of the industry	Place	No. of students	Date of visiting
1.	2011-12	Mundra Port	Mundra	117	15/08/2011
2.	2011-12	Parle-G Co.Ltd.	Bhuj (kutchh)	117	16/08/2011



### 6.3.9 Admission of Students

Strictly adhering on merit based admission

### 6.4 Welfare schemes for staff and students

Teaching	As per govt. norms Credit co-operative society
Non teaching	As per govt. norms Credit co-operative society
Students	Freeships, University insurance scheme for students upto 50.000

### 6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done: Yes  Y No

### 6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	—		
Administrative	NO	—		

### 6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes  No  N

For PG Programmes Yes  No  N

### 6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Introduction of CBCS Pattern

Internal and external evaluation pattern is established

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N.A.

6.11 Activities and support from the Alumni Association

NIL

6.12 Activities and support from the Parent – Teacher Association

Giving feedback regarding educational system

6.13 Development programmes for support staff

—

6.14 Initiatives taken by the institution to make the campus eco-friendly

Plantation programme

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the Functioning of the institution. Give details.

Sr no.	Activities	outcome
1	Karate camp for Self defense	increase in capacity of self defense and confidence
2	English Odyssey	Learning english has become great fun
3	Modernization of library	Advancement in the library facilities and services
4	“Sapta dhara program”	Holistic development of students
5	Establishment of career counseling and development cell	<ul style="list-style-type: none"> <li>• Career counseling and guidance programme</li> <li>• Placement initiatives</li> </ul>

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- **English odyssey –(prof R.D.JADEJA and other BBA faculties)**
  - **Saptadhara programme (seven different streams are assigned to different faculties )**
  - **Book fair-seeking student suggestion(librarian Ms Meena ardesna)**

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

As mentioned in the annexure

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

Showing presentations to the students of the exhibition conducted in the past i.e. GLIMPSES OF GLOBAL WARMING.

7.5 Whether environmental audit was conducted?

 N

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

### SWOC Analysis

<u><i>Strength</i></u>	<u><i>Weakness</i></u>
<ul style="list-style-type: none"> <li>• <i>Computerisation of library</i></li> <li>• <i>Innovative teaching pedagogy</i></li> <li>• <i>Effective implementation of CBCS</i></li> <li>• <i>Minor research project drive</i></li> <li>• <i>Many Ph.d faculties</i></li> <li>• <i>Meritorious students</i></li> <li>• <i>Grant in aid professional institutions</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Need for the bridge course for students needs to organised</i></li> <li>• <i>Conference- seminar</i></li> <li>• <i>Women centred programmes are to be conducted</i></li> <li>• <i>Needs to have more auditoriums to conduct extra curricular activities</i></li> <li>• <i>Shortage of staff due to ban on recruitment by government.</i></li> </ul>
<u><i>Opportunities</i></u>	<u><i>Challenges</i></u>
<ul style="list-style-type: none"> <li>• <i>More grants are available</i></li> <li>• <i>Scope of enriching library resources</i></li> <li>• <i>Good response from all stakeholders</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Emerging other self finance colleges</i></li> <li>• <i>Dealing with linguistic barrier</i></li> <li>• <i>Infrastructural needs to be updated</i></li> <li>• <i>Challenging dynamics of commerce and management discipline</i></li> </ul>

### 8. Plans of institution for next year

- |   |
|---|
| <ul style="list-style-type: none"> <li>• Developing women cell</li> <li>• Establishing language lab and its execution</li> <li>• Planning women oriented programme or Exhibition</li> <li>• Value education programmes</li> <li>• Planning to develop second auditorium</li> <li>• Bridge courses for new comers</li> </ul> |
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# ANNEXURE



## Shri J. H. Bhalodia Women's College, Rajkot

### Academic Calendar (Year 2011-12)

#### Academic terms:

First term : 20<sup>th</sup> June, 2012 to 15<sup>th</sup> October, 2011

Second term: 19<sup>th</sup> December, 2011 to 7<sup>th</sup> April, 2012

<b>NO</b>	<b>MONTH</b>	<b>ACTIVITY</b>
1	May 4 <sup>th</sup> week	<ul style="list-style-type: none"><li>• Admission cell meeting</li><li>• Advertising for Admission on Notice Board</li><li>• Distribution of forms and prospectus</li><li>• Counseling to parents &amp; students</li><li>• Merit list (Preparation &amp; Display)</li><li>• Fees collection</li></ul>
2	June 1 <sup>st</sup> and 2 <sup>nd</sup> Week	<ul style="list-style-type: none"><li>• Admission procedure continue</li></ul>
3	June 3 <sup>rd</sup> week	<ul style="list-style-type: none"><li>• Orientation of New students</li><li>• Staff Meeting</li><li>• Time Table allocation</li><li>• Orientation of sports activities</li><li>• Class In-charge appointment</li><li>• Class Room teaching for UG students</li><li>• Admission of PG students</li></ul>
4	June 4 <sup>th</sup> week	<ul style="list-style-type: none"><li>• Selection &amp; practice of Swimming, Chess, Table tennis</li><li>• SRC Election &amp; meeting</li><li>• Internal Examination schedule</li><li>• Introduction of Library Activities</li><li>• Introduction of Extracurricular Activities</li></ul>
5.	July 1 <sup>st</sup> week	<ul style="list-style-type: none"><li>• "Sapta-Dhara" activities starts</li><li>• Selection &amp; Practice of Volleyball</li><li>• Class room teaching for PG students</li><li>• NCC Registration</li><li>• Optional Subject Finalization</li></ul>
6.	July 2 <sup>nd</sup> Week	<ul style="list-style-type: none"><li>• Staff Meeting</li><li>• Inter class table tennis &amp; chess tournament</li></ul>
7.	July 3 <sup>rd</sup> Week	<ul style="list-style-type: none"><li>• Work shop for 'geet-sangeet' &amp; 'Nrutyā' dhara</li><li>• Selection &amp; Practice of Hockey &amp; Cricket</li><li>• First Assignment submission (internal)</li><li>• Work shop for research proposal</li></ul>



8.	July 4th Week	<ul style="list-style-type: none"> <li>• Selection &amp; Practice for Athletics &amp; yoga</li> <li>• Announcement of Scope Exam</li> <li>• Enrolment of admitted students</li> <li>• Inter college swimming &amp; table tennis tournament</li> <li>• Rakhi competition</li> <li>• Music songs competition</li> </ul>
9.	August 1 <sup>st</sup> Week	<ul style="list-style-type: none"> <li>• Inter college chess tournament</li> <li>• Women empowerment (guest lecture)</li> <li>• Inter class badminton tournament</li> </ul>
10.	August 2 <sup>nd</sup> Week	<ul style="list-style-type: none"> <li>• Final Selection Sports Events</li> <li>• Days celebration by students</li> <li>• Independence Day – Celebration</li> <li>• Motivational seminar</li> </ul>
11	August 3 <sup>rd</sup> week	<ul style="list-style-type: none"> <li>• Staff meeting</li> <li>• Inter college badminton tournament</li> <li>• Reading club activity</li> </ul>
12	August 4 <sup>th</sup> Week	<ul style="list-style-type: none"> <li>• Competitive exam coaching class</li> <li>• Selection &amp; practice for University Youth Festival</li> </ul>
13	September 1 <sup>st</sup> Week	<ul style="list-style-type: none"> <li>• Second Assignment/Presentation (internal)</li> <li>• Teacher's Day – celebration</li> <li>• Announcement of Uni. Youth festival</li> <li>• Inter college volley ball tournament</li> <li>• Talent Hunt program</li> </ul>
14	Sept 2 <sup>nd</sup> week	<ul style="list-style-type: none"> <li>• Uni. Youth festival</li> <li>• Flag Day- Blind Association of India</li> <li>• Inter college Judo tournament</li> </ul>
15	Sept 3 <sup>rd</sup> Week	<ul style="list-style-type: none"> <li>• Inter college wrestling competition</li> <li>• Open mahila volley ball &amp; table tennis tournament</li> </ul>
16	Sept 4 <sup>th</sup> Week	<ul style="list-style-type: none"> <li>• Staff Meeting (syllabus review)</li> <li>• General Rass-Garba - Navratri Mahotsav</li> </ul>
17	Oct 1 <sup>st</sup> Week	<ul style="list-style-type: none"> <li>• M.C.Q.Test (internal)</li> <li>• Karate training camp</li> </ul>
18	Oct 2 <sup>nd</sup> Week	<ul style="list-style-type: none"> <li>• Submission of internal marks</li> <li>• Parents Meeting</li> <li>• Uni. Examination</li> <li>• Staff Meeting for Planning of the next semester</li> <li>• Inter college yoga competition</li> </ul>
Vacation 17-10-2011to 12-11-2011		

19	Nov 3 <sup>rd</sup> Week	<ul style="list-style-type: none"> <li>• Staff Meeting</li> <li>• Uni. Examination</li> <li>• Classroom teaching</li> <li>• Internal Examination schedule</li> </ul>
20	November 4 <sup>th</sup> Week	<ul style="list-style-type: none"> <li>• Inter college Athletic Competition</li> </ul>
21	Dec 1 <sup>st</sup> Week	<ul style="list-style-type: none"> <li>• Staff Meeting</li> <li>• Hand writing competition</li> </ul>
22	Dec 2 <sup>nd</sup> Week	<ul style="list-style-type: none"> <li>• SRC meeting</li> <li>• First Assignment submission (internal)</li> </ul>
23	Dec 3 <sup>rd</sup> week	<ul style="list-style-type: none"> <li>• Drawing competition</li> <li>• Seminar for students</li> </ul>
24	Dec 4 <sup>th</sup> week	<ul style="list-style-type: none"> <li>• Days celebration by students</li> <li>• Basic mountaineering camp</li> </ul>
25	Jan 1 <sup>st</sup> Week	<ul style="list-style-type: none"> <li>• Staff meeting</li> <li>• Socio-Economic survey of students family</li> <li>• Medical checkup camp</li> </ul>
26	Jan 2 <sup>nd</sup> Week	<ul style="list-style-type: none"> <li>• Social Extension Activities( Slum Visit)</li> <li>• Alumni meeting</li> <li>• Second Assignment submission (internal)</li> <li>• IQAC review meeting</li> <li>• English Odyssey</li> </ul>
27	Jan 3 <sup>rd</sup> Week	<ul style="list-style-type: none"> <li>• Staff meeting</li> <li>• Expert lecture</li> <li>• Motivational seminar</li> <li>• Teaching poetry</li> </ul>
28	Jan 4 <sup>th</sup> Week	<ul style="list-style-type: none"> <li>• Republic Day Celebration</li> </ul>
29	Feb 1 <sup>st</sup> Week	<ul style="list-style-type: none"> <li>• Blood donation camp</li> <li>• Staff meeting</li> </ul>
30	Feb 2 <sup>nd</sup> Week	<ul style="list-style-type: none"> <li>• Expert lecture</li> <li>• Preparation for AAA</li> </ul>
31	Feb 3 <sup>rd</sup> Week	<ul style="list-style-type: none"> <li>• Health awareness program</li> <li>• Local industrial visit</li> </ul>
32	Feb 4 <sup>th</sup> Week	<ul style="list-style-type: none"> <li>• Staff Meeting</li> <li>• M.C.Q.Test-Sem-6</li> </ul>
33	March 1 <sup>st</sup> Week	<ul style="list-style-type: none"> <li>• Industrial visit 2 Days</li> <li>• Submission of internal marks</li> </ul>
34	March 2 <sup>nd</sup> Week	<ul style="list-style-type: none"> <li>• Essay writing competition</li> <li>• Free-ship to Needy Students</li> <li>• Creativity workshop</li> </ul>

35	March 3 <sup>rd</sup> Week	<ul style="list-style-type: none"><li>• Workshop for drawing</li><li>• Farewell function of B.Com./B.B.A.</li><li>• College annual function</li><li>• Staff Meeting</li></ul>
36	March 4 <sup>th</sup> Week	<ul style="list-style-type: none"><li>• M.C.Q.Test Sem-2/Sem-4</li><li>• Uni. examination</li></ul>
37	April 1 <sup>st</sup> Week	<ul style="list-style-type: none"><li>• Staff Meeting</li><li>• Uni. Examination</li><li>• Fee collection of enrolled students</li></ul>
38	April 2 <sup>nd</sup> Week	<ul style="list-style-type: none"><li>• Fee collection of enrolled students</li><li>• Uni. Examination</li></ul>
39	April 3 <sup>rd</sup> Week	<ul style="list-style-type: none"><li>• Fee collection of enrolled students</li><li>• Staff Meeting</li><li>• IQAC meeting for next year planning</li><li>• Planning for Next Academic Year</li></ul>

Note : Need based activities & Meetings carried out throughout the year.



# Shri J.H.Bhalodia women's college, Rajkot

Year 2011-12

## Best practice -1

### 1.Title of the Practice

“English Odyssey- Jazz up your E- Power”

### 2.Goal

The college offers BBA course in English medium. However 90 % of the students come from the vernacular background. This sudden transition in the mode of instruction from vernacular to english medium poses as the biggest barrier for the new comers.

As strategic efforts to help the students tackle the linguistic barrier by honing LSRW skills, Prof. R.D. Jadeja the senior faculty of the college and HOD english/ communication skill conceived and incorporated this special programme- “English Odyssey- Jazz up your E- Power” (title audits –Janvi Sonaiya former students)

The programme is exclusive english festival that fosters english learning atmosphere by converting the fear of english into fun with english.

The goals that drive the process are:

1. To incorporate innovative teaching pedagogies
2. To create conducive environment filled with fun using “fun and learn philosophy
3. Lay major emphasis on listening and speaking skill empowering students to crack interviews
4. To ensure maximum participation of students by making it mandatory for gujarati medium students

### 3.The Context

This practice is established in the context of the following situation:

1. English is the biggest language barrier for most of the students.
2. Students find difficult to learn english, therefore participation ratio in the class and other speech related activity is less.
3. Up till now only students from former english medium background rules the stage which in away made the students from the vernacular history fill inferior. This inferiority complex infused reluctance and diffidence to participate in the various interclass competitions.

4. Giving English language a learner centric approach ensuring it to be an enjoyable exercise was learnt to be the need of the hour. Putting aside the old conventional rote memory techniques which had not shown significant successful results.

In lieu of the above stated scenario it was imperative to find best way of effortless easy and interesting english learning. This brain storming synergetic efforts culminated in the conception of introduction of an english festival.

#### 4. The Practice

The brain storming regarding how to execute english odyssey churned out into lots of innovative and novel tools to improve english. The event consists of following learning techniques.

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|--------------------------|--|
| 1. Movie reviews         | 7. Personal interviews                         |
| 2. Book reviews          | 8. Hindi movie dialogue translation in english |
| 3. News reporting        | 9. Listing comprehension                       |
| 4. Story narration       | 10. Jingle                                     |
| 5. Object identification | 11. Jumble sentences                           |
| 6. JAM(Just A Minute)    |  |

Total 157 students have participated in this event. The head of the institution Dr. N.M. Kanani inaugurated the event and gave inspirational remarks to the students.

The event was judged by Mrs Soniya Sapovadiya, english faculty of Smt K.S.N Kansagara college, Dr Jaylaxmi jadeja, english faculty of MVM college, Rajkot , Ms Manali Jesing, management faculty of Smt K.S.N Kansagara college, Ms. Nirali Raval management faculty of Smt K.S.N Kansagara college, Ms Pooja Khagram , public speaker. The variety of competitions made the event more interesting

#### 5. Evidence of Success

The event was a grand success. 157 students participated in various competitions. The judges gave positive remarks for effective contribution by students. They were overwhelmed and impressed by novel techniques used to improve english. The event has created following fruitful outcomes.

- Proficiency in english
- Involvement and participation of students
- Boosted creativity and innovation
- Increase in confidence and stage presence
- Learning english was found as a great fun

- Potential of gujarati medium students was tapped and bore fruits.

## **6. Problems Encountered and Resources Required**

The english odyssey name itself is symbolizes as an exciting ride. The biggest challenge that faculties faced was to overcome psychological barrier of students and make them ready for stage. Apart from that following obstacles were observed:

- Students require constant support and guidance from faculties
- All these competitions were new for them
- To co-ordinate the event in the right decorum
- Because of maximum participation of students , it was difficult to manage and supervise each team.

In spite of above challenges, coordinators teams of students and faculties have succeeded in confronting psychological barriers of students and made the event huge success.

## **7. Contact Details**

Name of the Principal: Prin. Dr. N.M.Patel

Name of the Institution: Shri J.H.Bhalodia women's college

City: Rajkot

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# Shri J.H.Bhalodia women's college, Rajkot

Year 2011-12

## Best practice -2

### 1. Title of the Practice

Self Defense Karate Camp

### 2. Goal

The mission of the institution revolves around women empowerment and through which injecting social transformation. Women empowerment means making them compatible, boosting their confidence level, and making them physically fit and strong. The sports department of the college thought upon this fact and planned, the karate camp for women. The notice was circulated among students and most of the students have shown positive response for this initiative by sports department and efforts of Prof. R. M Lalakiya. The objectives behind this camp are given as below:

1. To improve physical fitness and strength among students
2. To increase defensive power and capacity to fight against issues like eve-teeing
3. To boost up level of confidence and mental capacity

### 3. The Context

This practice is found quite relevant as level of women crime in India is increasing. As females are coming out for work and study, they are more vulnerable to various issues pertaining to women like eve teasing, sexual harassment, increasing rape cases etc To prevent females from becoming victims of such cases, it is highly essential to make women competent mentally and physically. Further attitude of parents is also changing they want to make their daughters strong and fit to survive in the tough environment. Looking to all such environmental changes, this karate camp programme was a well conceived practice which ensures holistic development of students.

### 1. The Practice

Prof. R.M. Lalakiya planned this camp and outsource and expert who is Marcel art champion Mr. Ajay Pithadiya for arranging this camp. the duration of the course was 10 days. 46 students were participated in this camp. following are the names of various tricks taught to students.

<u>Hand tricks</u>	<u>Position of leg</u>	<u>Tricks of kick</u>	<u>Group tricks</u>
<ul style="list-style-type: none"> <li>• Savadan punch</li> <li>• Jodhan punch</li> </ul>	<ul style="list-style-type: none"> <li>• Naval</li> <li>• Yuy</li> <li>• Aaisy</li> </ul>	<ul style="list-style-type: none"> <li>• Maigiri</li> <li>• Mai katagiri</li> <li>• Aashiguru</li> </ul>	<ul style="list-style-type: none"> <li>• Kaata yonanidhan</li> </ul>

<ul style="list-style-type: none"> <li>• Gedhan punch</li> <li>• Jodhan sotai</li> <li>• Savadan sotai</li> <li>• Gedhan sotai</li> <li>• Jodhan sotai uke</li> <li>• Savadan sotai uke</li> <li>• Otosi sotai uke</li> <li>• Choko sugi</li> </ul>	<ul style="list-style-type: none"> <li>• kodachi</li> <li>• Mosami dachi</li> <li>• Haiko dachi</li> <li>• Hachichi dachi</li> <li>• Naaifan sidachi</li> <li>• Saiko dachi</li> <li>• Kiba dachi</li> </ul>	<ul style="list-style-type: none"> <li>• mai kata giri</li> </ul>	
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#### 5. Evidence of Success

- Increase self-confidence among the students
- Students have become physically strong
- They acquired basic marshal art skill.
- The camp has cultivated fighting ability among students. They can raise voice and they can defend well for any crime against women

Apart from the above benefits students have demonstrated various tricks in other programmes like, tube light tick , fire trick, acrobatics, etc. The guests and visitors astonished with the performance

#### 6. Problems Encountered and Resources Required

No such big problems encountered by the students but some of the challenges students faced can be described as follows

1. Students find it difficult initially to cope up with rigorous physical exercises.
  2. The camp was highly demanding and so it tested patience and perseverance of the students
  3. As Japanese tricks have been utilized, it was difficult to remember the names of these tricks.
  4. It was 10 days programme , so students could not cope up with all the tricks
- In spite of above problems, students have learnt many tricks. And some of the students decided to learn advance courses

#### 7. Contact Details





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*Signature of the Chairperson, IQAC*

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