

# BALLUBHAI KRISHNLAL MAJMUDAR SCIENCE COLLEGE

Managed by Shree Nootan Kelvani Mandal

Dr. Monghabhai Desai Vidyasankul, Shri Morarji Desai Nagar

P.B. No. 89, Tithal Road, Valsad-396001 Gujarat (India)

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Affiliated to Veer Narmad South Gujarat University – Surat  
Recognized by UGC, Accredited with 'B' grade by NAAC 1<sup>st</sup> Cycle

## *Annual Quality Assurance Report (AQAR) of the IQAC*

Year : 2014 - 15

Submitted to

NAAC

**NATIONAL ASSESSMENT & ACCREDITATION COUNCIL  
BANGALORE**

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution

B.K.M. Science College, Valsad

1.2 Address Line 1

College Campus, Tithal Road.

Address Line 2

College Campus Tithal Road.

City/Town

Valsad.

State

Gujarat

Pin Code

396001

Institution e-mail address

bkmscience@yahoo.com.

Contact Nos.

(02632)241873

Name of the Head of the Institution:

Dr. Vikas A.Desai

Tel. No. with STD Code:

(02632) 243049

Mobile:

9428162876

Name of the IQAC Co-ordinator:

Dr. Takhatsinh G.Gohil

Mobile:

9825510246

IQAC e-mail address:

Bkmscience@yahoo.com.

1.3 NAAC Track ID (For ex. MHCOGN 18879)

GJCOGN17666

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)

2004

1.5 Website address:

www.bkmscience.com.

Web-link of the AQAR:

Ex-www.bkmscience/AQAR 2014-2015 doc

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B		2004	2009
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

12/10/2009

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

2014-2015

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 2010-2011 ( 22/08/2015)\_\_\_ (DD/MM/YYYY)
- ii. AQAR 2011-2012 ( 23/08/2015)\_\_\_ (DD/MM/YYYY)
- iii. AQAR 2012-2013 ( 23/08/2015)\_\_\_ (DD/MM/YYYY)
- iv. AQAR 2013-2014 ( 24/08/2015)\_\_\_ (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*)

Veer Narmad South Gujarat  
University, Surat.

1.13 Special status conferred by Central/ State Government-- UGC

Autonomy by State/Central Govt. / University

State

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

5

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2. 6 No. of any other stakeholder and  
community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2

2.9 Total No. of members

15

2.10 No. of IQAC meetings held 04 1. Minute book 2. Muster

2.11 No. of meetings with various stakeholders: No.  Faculty   
Non-Teaching Staff  Students  Alumni  Others  Parents-2

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

The meeting of IQAC was conducted in the month of June on 14<sup>th</sup> in the office of Principal Dr. Vikas Desai. The agenda was to plan the education co-curriculum and co-curricular activities for the year 2014-15

In the first meeting all heads of department were asked to

1. Present their plan for the year 2014-15
2. Report their last year's achievements/performance (particularly of the last year 2013-14)
3. The report containing the details of outcome from feedback forms.
  1. Feedback of students for saptdhara (cultural activities forum)
  2. Udishha (Placement cell)
  3. Sports activities
  4. Teaching and non-teaching
  5. NSS and NCC
4. The planning for the year 2014-15 including Theory, lectures, Practical schedule, details of Admissions, Schedule, internal examination etc....
5. We have put ourselves in Continuous plan/ execute mode this year for we want to undergo accreditation process.

## 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 .

IQAC meet in the month of June on 14<sup>th</sup> decided following

- The academic calendar for the year 2014-15 was finalised.
- As the process of admission was centralised at state level the college administration has nothing to do at present, Future steps as needed will be taken as and where need various. The principal is authorised to take appropriate decision.
- It is our pleasure to note for gold medals at least in the last year we will plan to work motivate students in coming year for at least maintain the status and work to get 2/3 more in year to come.
- The activities under the banner ‘saptdhara’ we will plan at university level intercollegiate- at least one in all the dharas. Plan Science faire- we will ask all the science colleges to participate in Major way..
- In the first term we will plan and execute the state level faculty development programme for academic and administrative staff.
- Sarjnatmak Abhivyakti dhara and past student association together plan publication of “Suvichar –Samput” which was to publish last year but for various reasons it could not be done. We plan to make it possible this year.
- Under the leadership of Biology department we have organised one day seminar for ‘Tribal Vaidya’ the use of medicinal plants and attempt a collaborative venture with allopathic medicines.

*\* Attach the Academic Calendar of the year as Annexure. Academic calendar of the year 2013-14*

2.15 Whether the AQAR was placed in statutory body

Yes ✓

No

Management

☒

Syndicate

☐

Any other body

☐

Provide the details of the action taken

-The AQAR was placed in the statutory body i.e. management – Nootan Kelavani mandal Valsad. With the verment to place in governing body of NKM and approve with any modification as derived by G. B. of NKM.

## Part – B

### Criterion – I

#### I. 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
PhD	02			
PG	02	Nil	Nil	Nil
UG	04			Bridge Course in Botany
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	8			
Interdisciplinary	Nil	Nil		Nil
Innovative	Nil			

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	F.Y.S.Y.T.Y& M.Sc, 06UG+02PG
Trimester	Nil
Annual	Nil

##### 1.3 Feedback from stakeholders\* (On all aspects)

Alumni ☒ Parents ☒ Employers ☒ Students ☒

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

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

*The report of an analysis of the feedback is attached as –Annexure-1*



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

The syllabus was updated and revised by the statutory body of University i. e. board of studies the Heads of physics, Chemistry, Biology and maths and English departments are the members of Board of studies, The principal of college Dr. Vikas Desai is member of science faculty as ex-officio member. The meeting of board of studies held once/twice a semester one for the remission of subject and second for forming the various subject committees to evaluate the students ----- theory and practical examination of 1<sup>st</sup> year to PG.

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

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
41	04	37	-	-

2.2 No. of permanent faculty with Ph.D.

24

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
4	2	37	-	-	-	-	-	41	2

01-Botany,01-Statistics

2.4 No. of Guest and Visiting faculty and Temporary faculty

PG-9

UG-1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	6	44
Presented papers	0	12	1
Resource Persons			

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

- Constructed model Herbarium in the Department of Botany.
- Conducted various debate, quiz, elocution, ----competitions.
- ICT enabled teaching-learning process.
- Organized academic tours and visits to assist learning.
- Blending of conventional & ICT based teaching methods for theory as well as practical's.
- U.G. and P.G. students mentoring programme.
- Students were motivated for subjective presentation to know their status.

## 2.7 Total No. of actual teaching days

during this academic year

180

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

As per University rule, double valuation

## 2.9 No. of faculty members involved in curriculum

restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

12

01 workshop

## 2.10 Average percentage of attendance of students

80%

## 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.Sc- Botany	40	32	8	-	-	100%
M.Sc- Botany	10	09	01	00	-	100%
M.Phil, Ph. D						
T.Y.Chemistry						
M.Sc- Chemistry						
T.Y. Physics						
T.Y. Maths						

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

- Through student's performance art internal & University level examination.
- We regularly analyze students result to improve the weak learner's poor performance.
- Students are motivated for subjective presentation so that we could judge their academic level and they themselves can be free from stage fear.
- During the whole year we organize college level different competitions overall development This year many colleges celebration.
- Good rankers, Gold Medal Achievers and winners in different competitions are appreciated in our Annual Day celebration with prizes and inspiring words.
- We give wide exposure to such achievements in our local annual magazine, newspapers as well as through T.V. channels.
- High profile students are taken proper care of so that they can give their outstanding academic performance.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	39
UGC – Faculty Improvement Programme	42
HRD programmes	-
Orientation programmes	√
Faculty exchange programme	-
Staff training conducted by the university	CBCS
Staff training conducted by other institutions	Participation in Faculty Development Programme
Summer / Winter schools, Workshops, etc.	KCG workshop
Others organized F.D.P	

## 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	15	7	-	9
Technical Staff	25	08	-	9

## Criterion – III

### 3. Research, Consultancy and Extension

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

1. Research is part very important part of higher education.
2. 24 out of 41 are Ph.D.
3. 7 out of 17 are working for research.
4. 6 out of 24 are guide for Ph.D.
5. 8 out of 24 are guides for M.Phil.
6. 10 students are doing research.
7. We motivate our faculty members as well as students to participate in any level seminar/conference etc. Our college sanction their leave and T.S. The sheet of details attached herewith.
8. We encourage students to make certain survey so that indirectly they can be involved in research based actively to find out the solutions of problems if found any or needs to meet with even better can be improved.
9. We organize Industrial tour or forest visit to give knowledge to the subject concern.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	-	7,54,000/-	√
Outlay in Rs. Lakhs	7,54,000/-			

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01		1,30,000/-	√
Outlay in Rs. Lakhs	1,30,000/-			

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	03	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

#### 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		Ministry of Environment	7,54,000/-	-
Minor Projects		UGC	1,30,000/-	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
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			01+1 Biodiversity		
Sponsoring agencies			UGC		

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

UGC: 110000/-  
Bio diversity  
board: 55000/-

From Management of University/College

Total

165000/-

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  
and students registered under them

05

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

4

State level

1

National level

International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="33"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text" value="4"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="8"/>	College forum	<input type="text" value="22"/>	
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other <input type="text"/>

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

1. We have helped election commission in organising and executing the election. April-2014 working with 26 as zonal & 24 presiding/ polling/ officer. High court, GPSC, Gujarat Gaun Seva organise competitive exam our college is selected as very important acuter for this. We carry out our work with minimum error and as satisfactionly as possible

2. This year we organised state level faculty development for academic and admin staff.

3. We organised this year a very special event on Medicinal plants- traditional knowledge survey. (Detail enclosed)

4. We organised galaxy-2015. . (Details enclosed)

5. Sarjnatamak Abhivaykti dhara and past students Association together planned and published Suvichar samput selected out of daily writings in news paper and notice board.

## 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	61.9298 acers	-		61.9298 acers
Class rooms	12	4	Management	
Laboratories	10	-		
Seminar Halls	01	01	Management	
No. of important equipments purchased ( $\geq 1$ -0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library

Administration and library services are computerized.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7354	530565	330	28980/-	7684	559545/-
Reference Books	15653	2226241/-	159	36356/-	15812	2262597/-
e-Books						
Journals	520		15	30000/-	535	451469/-
e-Journals		421469/-				
Digital Database						
CD & Video		68570/-				68570/-
Others (specify)		7443/-				7443/-
Cupboard			4	30000/-	70	97430/-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	35							
Added	1							
Total	36							



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

Constant ongoing process internet access given to students and teacher.

1. Department wise internet facility is given for faculty. For students there are internet connections in the library.
2. Biology department has facilitated its students with e-learning center, herbarium house and the Botanical garden for give demo of plants to learn its identification.

4.6 Amount spent on maintenance in lakhs :

i) ICT	2 Lacs
ii) Campus Infrastructure and facilities	1 Cr
iii) Equipments	2 Lacs
iv) Others	1 Lacs
<b>Total :</b>	1.05 Cr

## Criterion – V

### 5. Student Support and Progression

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

1. We organize seminar for our students to make them known about the post graduation courses and different competitive exams.
2. Remedial coaching classes are conducted.
3. Textbook are provided to poor students from our library at a very nominal charge.
4. We try to collect feedback from the different stake holders to come out from our weaknesses. In imparting the best education to our students.
5. Students are motivated to attend off campus seminars etc. We give them leave and T.A.
6. We organize lectures/seminars for the students' personality development.
7. We have our UGC Ladies Hostel, so every girl student who requires Hostel facility can be provided.
8. We organize curricular and extra-curricular activities for the overall development of our students. This year we organize' Galaxy-15 for different inter-collegiate competitions.
9. We give professional coaching to our sports students.
10. Besides Govt. Scholarship, our faculty members help the poor & needy with financial support.
11. Industrial Tour & Forest visit were organized.
12. Campus interviews were organized and efforts for their better job placement were made.
13. Students' council is formed as per the democratic Government rules to give wide exposure to the democratic establishments.

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

- We get feedback from students, analysis is carried out scientifically and weak pouts are addressed. Student's council is motivated to put best effort to get desired results.

UG	PG	Ph. D.	Others
1233	88	5	-

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

(b) No. of students outside the state

3

--

(c) No. of international students

Men	No	%	Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
155	47	358	670	-	1230	165	57	363	742	--	1327

Demand ratio:- 3.12 : 1      Dropout % :- 0.51%

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

- Students, those who are appearing for any competitive exams come to us for further guidance we do help them.
- We have subscribed many magazines to support such students.
- If they need, we coach them collectively as per their requirement inviting subject expert.

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

- - They are trained for Interview and personality development skills. Majority of students go for higher studies in science and interdisciplinary subjects like MCA, MBA, MHRD etc. However we run UDISHA and Career and Council Cell for training and placement of student. We register all the UG and PG students in UDISHA, arrange training programme of 3 hours to full day and in vacation too- we guide and prepare them for competitive exams if they need. They are also provided information about various exams. In our library many magazines are available to have self guidance related to competitive exams.

No. of students benefitted –

350

### 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
12	246	21	28

### 5.8 Details of gender sensitization programmes

<ul style="list-style-type: none"> <li>➤ It is my pleasure to put on the record that no such incident has taken place so far. However we have formed various committees to take care of this.</li> <li>➤ We run remedial coaching class for SC/ST students and Women Development cell to take care of and guide our girl students.</li> </ul>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

### 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

#### 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

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	875	5954500/-
Financial support from other sources		
Number of students who received International/ National recognitions		

#### 5.11 Student organised / initiatives

Science fair-2015

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  NSS, NCC

5.13 Major grievances of students (if any) redressed: \_No\_

### Criterion – VI

#### **6. Governance, Leadership and Management**

##### 6.1 State the Vision and Mission of the institution

###### **Vision**

- To be centre of academic excellence for the pursuit of scientific education.
- Foster overall personal and professional growth for all students through the study of science and dissemination of scientific knowledge.
- To nurture, inspire and mould youth force.
- To create facilities in area of scientific research and development.

###### **Mission**

- To aspire and strive for excellence in education by developing and sharpening intellectual and human potential of the learners for the good of the society and our stakeholders.
- To enhance the quality of students with knowledge of science and practical skill for the application of the same.

###### **Goal**

- To achieve excellence in the field of scientific education through diligence, dedication devotion.
- **ज्ञानम् परम ध्येयम्** - Knowledge is the ultimate goal.
- To provide a dynamic and creative academic environment to tap and nurture talent for the development of professional skills and all round personality by inculcating good moral values and a sense of patriotism.

## 6.2 Does the Institution has a Management Information System

Yes, at institutional level.

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

### 6.3.1 Curriculum Development

University has formed board of studies of each subject. Our head of department one member of board of studies. After discussion with faculties and stake holders such as industry they put their suggestion in board of studies.

### 6.3.2 Teaching and Learning

- In addition chalk and duster/ lecturer system we have included seminar, OHP, PPT, technology in teaching. On 5<sup>th</sup> September we do celebrate Teacher's Day. On that day, we encourage our students to play role of teachers in each classroom.
- We arrange for Industrial Tour & Forest visit to give our students practical knowledge of the respective subject.

### 6.3.3 Examination and Evaluation

- We have to adopt the policy decision taken by our University authority so far as examinations are concerned. As our both degree courses are divided into semesters, we conduct exams semester wise. From this year, we have included MCQ of 50% marks too.
- If required, rechecking and reassessment of answerbook facilities are given to the examinee who have doubts regarding their result.

#### 6.3.4 Research and Development

So far Research and Development is concerned our college is at best.

- Ministry of Environment, New Delhi sponsored Major Projects and two UGC sponsored Minor projects we could complete and one self funded Major Project and one UGC sponsored Minor Project are going on.
- We have 24 faculties with Ph.D. degree, they all are eligible for M.Phil. guidance and 07 teachers are acting as Ph.D. guides.
- For chemistry department we do have research lab.
- While doing research on Floristic Area of South Gujarat, Our Botany Department could find out many rare and disappearing species of plants which are conserved in our Botanical Garden.
- To be helpful to the Research on plant Taxonomy, we have created facility of Harberium House in which more than 2000 Harberium sheets are preserved for plant identification with computerized details of each plant.

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

As ours in Grant-in-aid college, we depend on UGC grant for its development. Besides purchasing textbooks, reference books, educational CDs, journals, magazines, we too give internet facility to our students. It's partially computerized. If required, our Alumni is ready to extend library service. Each department is provided its separate library too.

Besides traditional way of teaching, we could create facility to ICT and OHP based teaching this year our new building for administrative staff office and 04 classrooms is under construction.

#### 6.3.6 Human Resource Management

Our trust from its resources provide administrative staff and teaching hands even when we need. If we are in need of extra-human resources besides provided by the Governments, our trust provides us.

#### 6.3.7 Faculty and Staff recruitment

As per rules and regulations.

### 6.3.8 Industry Interaction / Collaboration

We have harmonious relationship with many outstanding Industrialist of our nearby area. Atul Industry is one of the largest unit in Asia. Its founder was the chairman of our trust for so many years. Now its two family members are included in our trust who are very co-operative in placing our students in the industry as per our recommendations. In the same way IPL, Hubert Groups. Asha Nitro and many more industries are helping us by settling our students to earn their living. Many banks like ICI, BOB, HDFC... too.

We did collaboration with Kirti Developers, Valsad and Riddhi Aturvedic Agency, Valsad to support us in anyway, required to use in place of consultancy services provided by us to them.

### 6.3.9 Admission of Students

We strictly follow merit and government rules for admission.

### 6.4 Welfare schemes for

We have co-operative society for Teaching and admin staff and students welfare committee for students.

### 6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done    Yes ☒    No ☐

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

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



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

For UG Programmes

Yes

☒

No

☐

For PG Programmes

Yes

☒

No

☐

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

-Examinations are conducted as per the University norms and regulations.

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

Alumni Meeting is held once a year. Every year member are added into it. It provided us almost all services we ask for to them, it may to increase infrastructural facility or human resources. They are ever ready. They promised us to do any constructive work for the development of the institution.

6.12 Activities and support from the Parent – Teacher Association

Parents-teachers meeting is also held once a year to have their feedback. Besides, many parents visit our college as and when they require or we invite them to attend our function. During their frequent visit we discuss on the education we are imparting and try to get suggestion from them for the quality enhancement education of our institute.

6.13 Development programmes for support staff

Besides faculty Development programme and Administrative Staff Training Programme, we regularly held meetings with the supportive staff to guide them better services by them for the development of the institution.

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

- The teachers, students as well as the non-teaching staff take initiatives in energy conservation. Lights, fans, computers are switched off when it is not required. The water leakage problems are immediately addressed.
- Even with extreme space constraints, the Biology department maintains botanical garden which increases aesthetic value and reduces pollution.
- The campus is cleaned on daily basis.
- Trees are planted every year and taken care of.
- Water harvesting (Recycling) plant is in action.
- No vehicle day celebration every month.
- Sapling distribution.
- We tried to create a zero-waste campus model by using wastage of plant materials of prepare bio fertilizers & bio pesticides and make available a tank and glassware waste so that collectively at period break it can be shifted.

### 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.

- Organization of University level Science fair.
- Deferent inter-collegiate competitions under the banner 'Galaxy-2015'
- Conservation of rare plants.
- State levei Faculty Development Programme & Administrative Staff Development Programme.
- Live demonstration and explanation about plants Texonomy and rare species to the students of XI<sup>th</sup> and XII<sup>th</sup> standard students of different schools while their visit to our Botanical garden every year.

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

- An UGC sponsored National level seminar was organized on Conservation of Natural Recourses and Environment.
- Different activities were organised for the overall development of the students. E.g. organized lectures on one week workshop to learn English Language.

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

Students are introduced to good thoughts and are assisted to develop reading writing skills.  
EARN WHILE YOU LEARN PROGRAMME

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

7.4 Contribution to environmental awareness / protection

- Tree plantation.
- Distribution of saplings
- Conservation of rare species in the Botanical Garden.
- Seminar on Medicinal plant conservation.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

- Our college is awarded 'A' grade with 840/1000 by Academic & Administrative Auditor of our Government.
- Principal was invited as a Team member of AAA peer committee Govt. of Gujarat.
- IQAC Co-ordinator was invited for common syllabus framing in Botany.
- The college organizes a host of creative, cultural, intellectual, literary and social activities under the Government initiated drive called.
- College results are always higher in percentage than the University results. Our students secured 2 Gold medals.
- A complaint boxes are kept in the library and in the foyer of the college and the complaints are redressed by the committee.
- The institution has prevention of sexual harassment cell. We are proud to state that though the college is co education. We never have the problem of sexual harassment.
- Seven committees of student Union are formed for carrying out various activities.
- Spreading awareness regarding importance of acquiring knowledge especially among girls in an otherwise marginalized community.
- Provides career oriented guidance to enhance employability of students.
- The process of admission of students and appointment of staff are transparent and free from unfair practices.
- The laboratories are well recognized in the academic circle.
- The library is a storehouse of knowledge with approximately **23500** books on varied subjects.
- Run NSS and NCC units and scope centre.
- Career guidance cell provide the students guidance in various career opportunities.
- The college premise is made available for conducting various competitive examinations conducted by the Government and Semi- Government bodies.
- More self financing courses can be introduced.
- The institute may start an evening college.
- Full computerization of laboratories and library.
- Tie ups with national and international institutes.
- Establishing a well equipped research center.
- To retain students otherwise lost to non-traditional courses of distance learning.
- Withstand competition posed by online and open universities.

## 8. Plans of institution for next year

1. To construct regular activities of the college.
2. Organization of various Sports events.
3. To organize activities related with environment awareness and energy conservation.
4. To organize gender sensitization programmes.
5. Increasing activities under student welfare schemes.
6. To apply for major / Minor projects to various funding agencies like BCUD/UGC.
7. To organize workshops/ Seminars/ Conferences at various levels.
8. To organize programmes on Health related issues.
9. To motivate students participation in research.
10. Purchasing of Modern Equipments/Instruments in Labs.
11. To construct 04 rooms. One seminar hall & create a new space for an administrative office.
12. To conduct remedial coaching classes for low-profile students.
13. To organize Industry-academy meet.
14. To conduct workshop for syllabus naming.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
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**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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**BEST PRACTICE**

**2014/15**

**OBJECTIVE**

Students are introduced to good thoughts and are assisted to develop reading writing skills.

**CONTEXT**

Since the last 5 years under the banner of sarjnatmak abhivyakti dhara students were encourage to write the thought of the day in each class from f y bsc to t y bsc students and wrote the thought of the day on notice board of the college .

Idea of publishing a book of such selected thoughts was came from different groups of students stake holders and past students association alumani.

The idea was floated to the students kumari Neha Panchal took up the challenge and started collection of the thought from students we could collect as many as 600 thoughts in the year 2013/14

When idea of publishing a book of thought was communicated to Dr. Vikas Desai he welcomed the idea and encouraged to go ahead and assured all support.

Our past student association also showed interest and to share expenses too.

Alumni Sunil Patel industrialist in printing took all responsibilities of the printing and that too without any profit and extended all co operation this took 3 to 4 months.

The first issue of suvichar sampoot was thus prepared and ready for launch

**CONCLUSION**

GALAXY 2015 was organized by our college on 5<sup>th</sup> feb.2015 The event was of university level. All colleges were to participate for participation in various competitions. In presence of various dignitaries from valsad the book SUVICHAR SAMPUT WAS LAUNCHED.

**REMARKS**

One and all appreciated and acknowledged the idea and presentation .the book contained 36 pages 36 thoughts

## **EARN WHILE YOU LEARN PROGRAMME; OBJECTIVE**

Students must learn and while they learn they must learn to earn and understand the importance of earning .

### **CONTEXT:**

Working for last five years for udisha program as coordinator I had many opportunities where I realized the students must learn importance of money and earning.

they must learn to earn. I discussed this with principal Dr.Vikasbhai desai He welcomed the idea and allowed me to go ahead.

### **WORKING**

Certain things we could do at our level that we started implementing immediately

### **SOIL TESTING**

OUR CHEMISTRY department was awarded soil testing by Gujarat government We shared as per government norms this we are doing for the last five years.

### **SUVICHAR-SAMPUT**

This year we could publish our suvichar samput first issue.

We invited students to come forward and have experience of spreading good thought in society at nominal charge of rs 25 and shared rs 10as their share per book the students could sell as manyas 100 books in first effort.

### **PRAGNA**

We publish our magazine pragna In it we put advertisement we motivated students to collect advertisements.

### **BUSINESS INDUSTRY TIE-UPS**

To open up new opportunities we started discussing with various companies and banks for some opportunities in this area VALSAD mahila bank agreed to work with our girl students if they want and work as collection agents to collect recurring deposits. We asked girl students to work.This is in pipe line and in days to come things are in shape.

## Annexure-II

B.K.M.Science College,Valsad.

Academic Calendar 1<sup>st</sup> sem / Term

Year : 2014-15

UG / PG

No.	Date	Event	Remarks
1	30/6/2014	Reopening of college IQAC Formation IQAC Appointment IQAC Meeting, Preparation of Budget	
2	1/7/14	Orientation Programme for Faculties & Administrative Staff. Principal's meeting with the Heads of Department.	
3	2/7 to 5/7	Starting of T.Y.B.Sc Lecture Orientation Program for T.Y.B.Sc. students Department wise	
4	10/7/2014	Starting of S.Y.B.Sc Lecture Orientation Program for S.Y.B.Sc. students. Starting of T.Y.B.Sc. practicals.	
5		Planning of teaching / Co-Curricular,Extra Curricular activities	
6	15/6 to 15/7	Admission Procedure for F.Y.B.Sc students.	
7	15/7/2014	Starting of F.Y.B.Sc classes Orientation Program for T.Y.B.Sc. students. Starting of S.Y.B.Sc. practicals.	
8	17/7/2014	Registration of students for Udishan NSS and NCC students.	
9	20/7 to 15/8/2014	Saptdhara activities.	
10	22/7/2014	Starting of F.Y.B.Sc. practicals.	
11	8/8 to	Blood Donation Awareness Programme.	



	15/8/14		
12	8/8 to 15/8	Celebration of Independence day and week.	
13	20/8/2014	IQAC Meeting	
14	16/8 to 23/8/14	Assignment week	
15	Last week Of Aug.	FDP / ASDP	
16	5 <sup>th</sup> Sept	Teacher's day Celebration, Parents teachers meet.	
17	1 <sup>st</sup> week of Sept.	Ethno Medicinal Plants Workshop for Tribal People, Biodiversity	
18	14 <sup>th</sup> Sept	Blind day Celebration donation collection and social service.	
19	2 <sup>nd</sup> week of Sept.	Enrolment & Uni.Exam forms collection.	
20	1 <sup>st</sup> week of Sept.	Election of CR /GS, for elected members an Orientation programme, Formation of Students' Union, Library Activity, Book Exhibition,Feedback Forms Collection.	
21	15/9/14 to 22/9/14	Internal Practical Exam	
22	1/10-11/10	Internal Theory Exam	
23	2/10/14	Celebration of Gandhi Jayanti and Clean campus programme.	
24	15/10	Addition Theory Exam	
25	17/11 to 17/12	University Exam :Theory & Practical	
26	20/10/2014 to 10/11/14	Vacation Diwali , NSS Camp, Udisha One day Workshop,Feedback Forms Analysis, report to IQAC	
27	18/10/2014	IQAC Meeting	

Note : Details of NSS, NCC, Udisha, Saptdhara, Sports & Departments are in Separate annexure.

B.K.M.Science College,Valsad.

Academic Calendar 2<sup>nd</sup> sem / Term

Year : 2014-15

UG / PG

No.	Date	Event	Remarks
1	10/11/14	Reopening of college. IQAC Meet	
2	18/12 to 27/12	Assessment	
3	12/11 to 14/11	Orientation programme for Student/ Teaching and administrative staff. F.Y.B.Sc students: -12/11/14 S.Y.B.Sc students-13/11/14 T.Y.B.Sc students-14/11/14	
4	15/11	Starting classroom teaching	
5	25/11 to 15 Jan.	NSS,NCC,Udisha,Saptdhara, Sports Activites	
	8/1 to 17/1/15	Assignment Week	
6	1/12/14	Blood Donation camp-Red-Riboan activity	
7	Last week of Dec.	IQAC Meet	
8	14 <sup>th</sup> December for a week.	Uni. Exams forms collection	
9	Jan -15	Galaxy 2015	
10	26/1/15	Republic Day celebration	
11	30/1/15	Gandhi Nirvan Day Campus Interview: Udisha	
12	10 to 20 Feb.	Days – celebration	
13	20 to 25 Feb.	Annual Day celebration	
14	Last week of Feb.	Exhibition of Books4 Feedback forms Collection	

	28 Feb.	National Science day Celebration	
15	1/3 to 9/3	Internal Practical Exam	
16	10/3 to 19/3/15	2 <sup>nd</sup> Internal Test	
17	20/3 to 28/3/15	Additional Test	
18	23/3 to 28/3/15	Farewell programm for T.Y. B.SC/P.G. students	
19	23/3 to 28/3	Parents meeting, Alumni meeting.	
20	1 <sup>st</sup> week of April	Subject Workshop Analysis of feedback forms & report to IQAC	
21	5 April to 15 May 22 April	2 <sup>nd</sup> sem Uni. Exam & Assessment of answer books. International Earth day Celebration	
22	Last week of April	IQAC Meet	
23	15/5/15	College Summar Vacation	

Note : Details of NSS, NCC, Udisha, Saptdhara, Sports & Departments are in Separate annexures.