



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

**SHREE LEUVA PATEL TRUST B.B.A.
MAHILA COLLEGE**

- Name of the Head of the institution **Sweta Savaliya**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **02792232321**
- Mobile No: **9712962013**
- Registered e-mail **lptbba@sankul.net**
- Alternate e-mail **swetapatel613@gmail.com**
- Address **Smt.Shantaben Haribhai Gajera
Shaikshanik Sankul, Chakkargadh
Road, Amreli-365601**
- City/Town **Amreli**
- State/UT **Gujarat**
- Pin Code **365601**

2.Institutional status

- Affiliated / Constitution Colleges
- Type of Institution **Women**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **Saurashtra University**
- Name of the IQAC Coordinator **Pandya Tejaswini**
- Phone No. **02792232321**
- Alternate phone No. **02792232322**
- Mobile **9879557275**
- IQAC e-mail address **pandyatejaswini@yahoo.co.in**
- Alternate e-mail address **pandyatejaswini@yahoo.co.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

http://bbacollege.lptshgsankulamrli.org/aqar_report-2019-20/

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://bbacollege.lptshgsankulamrli.org/academic-calendar-bba-2020-21/>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1C1	1	7.9201802/11	201801/11/2023		

6. Date of Establishment of IQAC

01/07/2018

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	0	0	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year **01**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Planning, execution, monitoring, auditing, reviewing and reporting of various activities and systems for quality assurance of the institution continuously.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action/Achievements/Outcomes	
Improve the learning experience success of learners	As a result of the successful achievement of the actions associated with goal participation makes presentations and performance of our students at all levels and top ranked in university in education as well sports culture
Club activities to enhance other skills.	Institute has started Sunday club activities to improve other skills in students with different clubs: Public Speaking Club, Singing Club, Photography Club, Drawing Club, Dance Club, Sports Club etc.
Special Classes on holidays for the students opting for competitive exams.	Classes are arranged for interested students. Also Videos & presentation are available for preparation of such competitive examinations.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name/Date of meeting(s)	
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	SHREE LEUVA PATEL TRUST B.B.A. MAHILA COLLEGE
• Name of the Head of the institution	Sweta Savaliya
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02792232321
• Mobile No:	9712962013
• Registered e-mail	lptbba@sankul.net
• Alternate e-mail	swetapatel613@gmail.com
• Address	Smt.Shantaben Haribhai Gajera Shaikshanik Sankul, Chakkargadh Road, Amreli-365601
• City/Town	Amreli
• State/UT	Gujarat
• Pin Code	365601
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Women
• Location	Urban
• Financial Status	Self-financing
• Name of the Affiliating University	Saurashtra University

• Name of the IQAC Coordinator	Pandya Tejaswini				
• Phone No.	02792232321				
• Alternate phone No.	02792232322				
• Mobile	9879557275				
• IQAC e-mail address	pandyatejaswini@yahoo.co.in				
• Alternate e-mail address	pandyatejaswini@yahoo.co.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://bbacollege.lptshgsankulam.reli.org/aqar_report-2019-20/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://bbacollege.lptshgsankulam.reli.org/academic-calendar-bba-2020-21/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.79	2018	02/11/2018	01/11/2023
6.Date of Establishment of IQAC				01/07/2018	
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil		0	0	0
8.Whether composition of IQAC as per latest NAAC guidelines				Yes	
• Upload latest notification of formation of IQAC				View File	
9.No. of IQAC meetings held during the year				01	
• Were the minutes of IQAC meeting(s)				No	

<p>and compliance to the decisions have been uploaded on the institutional website?</p>	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	<p>View File</p>
<p>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</p>	<p>No</p>
<ul style="list-style-type: none"> If yes, mention the amount 	
<p>11. Significant contributions made by IQAC during the current year (maximum five bullets)</p>	
<p>Planning, execution, monitoring, auditing, reviewing and reporting of various activities and systems for quality assurance of the institution continuously.</p>	
<p>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</p>	
Empty space for plan of action and outcome	

Plan of Action/Achievements/Outcomes	
Improve the learning experience success of learners	As a result of the successful achievement of the actions associated with goal participation makes presentations and performance of our students at all levels and top ranked in university in education as well sports culture
Club activities to enhance other skills.	Institute has started Sunday club activities to improve other skills in students with different clubs: Public Speaking Club, Singing Club, Photography Club, Drawing Club, Dance Club, Sports Club etc.
Special Classes on holidays for the students opting for competitive exams.	Classes are arranged for interested students. Also Videos & presentation are available for preparation of such competitive examinations.
13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> • Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
Nil	Nil
15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	

17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	
Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	01
File DescriptionDocuments	
Data Template	View File
2.Student	
2.1 Number of students during the year	360
File DescriptionDocuments	
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	88
File DescriptionDocuments	
Data Template	View File

2.3	109
Number of outgoing/ final year students during the year	
File DescriptionDocuments	
Data Template	View File
3.Academic	
3.1	13
Number of full time teachers during the year	
File DescriptionDocuments	
Data Template	View File
3.2	04
Number of Sanctioned posts during the year	
File DescriptionDocuments	
Data Template	View File
4.Institution	
4.1	07
Total number of Classrooms and Seminar halls	
4.2	1860977
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	90
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Since our college is affiliated to Saurashtra University - Rajkot,

we follow the curriculum prescribed by the University.

- Academic activity starts from the first day.
- Teaching plan is prepared for each semester in the beginning of the term indicating scope of syllabus and text/reference books required.
- Perspective plan is prepared.
- Academic calendar is prepared.
- Every teacher starts maintaining log book from the first day.
- Academic work and attendance are checked for the first three day.
- Teaching plan for each subject for every semester is prepared in advance.
- Subject wise lecture notes are prepared by faculties.
- Daily test starts from the first day of curricula.
- Syllabus completion proforma is required to be submitted for all subjects.
- Internal exam called repeatedly rounds are taken after the course completion and before the university examination.
- At the end of every quarter, quarterly examination is also taken.
- Internal marks are given considering all aspects.
- Examination cell prepares for the university examination.
- Teachers are involved in conducting university examination process.
- The suggestion boxes are installed in the college for student's suggestions.
- The result of college is displayed on the notice boards and advertised in the leading news papers.
- The co-ordinators of various programmes are responsible for implementation of the time table, syllabus planning and completion, conduction of internal assessment part etc.

File DescriptionDocuments	
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://bbacollege.lptshgsankulamreli.org/1-1-1/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- The academic schedule is given in a prospectus called ready

recknor and is also issued to all the departments and students at the beginning of academic year

- The academic committee, in consultation with the principal and vice principal, plans an academic calendar before the commencement of the academic year. The academic calendar is divided into four quarters.
- Teaching plan is prepared for each semester in the beginning of the term indicating scope of syllabus and text/reference books required. All the teachers maintain daily academic diary.
- Every teacher starts maintaining log book from the first day.
- Academic work and attendance are checked for all the days.
- Teaching plan for each subject for every semester is prepared in advance.
- Subject wise lecture notes are prepared by faculties.
- Daily test starts from the first week of curricula.
- Syllabus completion proforma is required to be submitted for all subjects.
- Internal exam called repeatedly rounds are taken after the course completion and before the university examination.
- At the end of every quarter, quarterly examination is also taken.
- Internal marks are given considering all aspects.
- Examination cell prepares for the university examination.
- Teachers are involved in conducting university examination process.
- The suggestion boxes are installed in the college for student's suggestions.
- The result of college is displayed on the notice boards and advertised in the leading news papers.
- Students' attendance is taken regularly which is reviewed monthly and consolidated semester wise.

File DescriptionDocuments	
Upload relevant supporting documents	No File Uploaded
Link for Additional information	http://bbacollege.lptshgsankulamreli.org/1-1-2/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the **E. None of the above**

following academic bodies during the year.
Academic council/BoS of Affiliating
University Setting of question papers for
UG/PG programs Design and Development
of Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University

File DescriptionDocuments	
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

BBA

File DescriptionDocuments	
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

NIL

File DescriptionDocuments	
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File DescriptionDocuments	
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

- Subject named Environmental Science is included in the syllabus according to the University guidelines and topics related to Environmental Degradation, Disaster Management, Environmental auditing, Environmental Protection, gender, climate change, human rights, ICT etc. to address the cross - cutting issues as well Environmental issues
- Consumer education and trade education related information is provided by commerce department.
- The College library has various reference books on different related topics.
- For subjects like environmental studies and climate change the students are exposed to issues and their remedies through field visits and suggested to prepare brief reports.
- Various speeches are arranged related to gender sensibility, environmental education, awareness about the Indian constitute etc. by the college.

- Various activities are conducted by women development cell related to women defence techniques, legal awareness, health awareness, disaster management etc.
- NSS unit arranges camps in nearby villages. NSS units also conduct activities related to environmental awareness.

File DescriptionDocuments	
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

109

File DescriptionDocuments	
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

109

File DescriptionDocuments	
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

File DescriptionDocuments	
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File DescriptionDocuments	
Upload any additional information	View File
URL for feedback report	http://bbacollege.lptshgsankulamreli.org

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

180

File DescriptionDocuments	
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

07

File DescriptionDocuments	
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

- **The admission process of the institution is transparent. The admission procedure starts after the results of 12th board exams for UG courses as per the norms of the affiliating university.**
- **Merit is the criteria for admission to all courses and reservation policy of the state government is strictly observed during admission process.**
- **A book called 'Ready Recknor' is prepared that contains details like fee structure, rules and regulations, system follow up, past records etc. and that is issued with the admission forms.**
- **Information of admission process is delivered to the students through newspaper, website as well institute notice board.**
- **Syllabus completion is monitored and observed constantly.**
- **The college collects data and information on the academic performance of the students based on frequent tests, assignments, projects and practical work held at classes. Such data and information are analyzed and used to improve the students' academic performance.**
- **The institute also keeps the record of attendance and strictly follows the university rules regarding attendance.**

The following measures are also taken to minimize the dropout rate:

Advanced Learners

- The college identifies the advanced learners through regular test results, tutorials, classroom performance in the subjects and extra co-curricular activities.
- They are provided with their needs and requirements of extra books, personal guidance, counseling, internet facility etc.
- Faculties advise them to visit library regularly and suggest them text books and reference books for their study.
- The college gives concession in fees to the students who are good in study but belong to economically weaker section.
- They are provided with the provision of scholarship offered by the government of Gujarat and other agencies. The college itself also provides them financial assistance with the help of some donors.
- The college also gives concession in fees to the students who are affected by any natural calamities.
- The students who have lost their parents are given concessions in fee from 25% to 100%.

Slow learners :

- Text books are recommended to them.
- Extra coaching of reading and writing is given to them. Remedial coaching is also given to them throughout the course duration free of cost.
- Teachers, while teaching use easy methods to make them understand the essence of their lectures.
- Personal guidance is also provided to them.

File DescriptionDocuments	
Link for additional Information	http://bbacollege.lptshgsankulamreli.org/2-2-1/
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of StudentsNumber of Teachers	
360	13

File DescriptionDocuments	
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

- The college encourages the teachers to adopt technological teaching approach to generate interest among the students and explain the concepts.
- The Institute always sees that education be imparted to the students by modern means.
- The teachers give education by the method of question answer so as to improve knowledge of both the side.
- Education is also being imparted by online/offline computer programmes.
- Staff and student seminars are arranged weekly to improve knowledge as well presentation skill.
- The college has the facilities of LCD, projectors, E-library labs, language labs, computer labs, internet connection in all the laboratories, and spacious class rooms with all kinds of facilities for effective teaching.
- Our teachers make the teaching - learning process interactive and participative through the use of teaching aids like LCD, PPT, group discussion, speech, quiz and elocution competition etc.
- Facility of BISAG video lectures is also available in career cell for students
- Interactive methods of teaching are used for maximum involvements of students
- All the teacher are requested to use the resources from N P T E L C(National programme on technology enhanced learning)
- The college organizes guest lectures, group discussions, study tours, industrial visits, projects and assignments, faculty seminars etc.
- The students are constantly encouraged to read news papers, journals, periodicals, magazines and other useful books in the college library.
- The students are encouraged to participate in different competitions organized by the college and university
- The college organizes different exhibitions and shows in the college campus.

File Description Documents	
Upload any additional information	No File Uploaded
Link for additional information	http://bbacollege.lptshgsankulamreli.org/2-3-1/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- The college encourages the teachers to adopt technological teaching approach to make teaching learning more innovative and creative.
- LCD, PPT and projectors are used by the faculties to make teaching effective and interesting.
- Interactive method of teaching is used for maximum involvements of students.
- The Institution has developed its own system for evaluation of teaching-learning.
- The institute has adopted additional teaching-learning system in the form of daily test, repeatedly exam, quarterly exam etc.
- Class seminars and faculty seminars are arranged on different related topic to enhance creativity of students and staff.
- Subject wise guest lectures are arranged regularly to get information about the latest technologies and inventions and to update the knowledge level of students.
- Faculty development programmes are arranged regularly for staff and students.
- Subject related articles, newspaper cuttings are displayed on the departmental notice boards to enhance the subject knowledge regarding current issues.
- The library is rich with so many books of syllabus, general knowledge, competitive examinations and journals, periodicals etc. to improve creativity in students.
- Fully Computerized Digital ETNL Language Lab is available for students. Language labs are provided for improving the communication skill.
- E-Library classes are arranged in which facility of DELNET/NDL is available. In which students can find out different books or material related to subject online.
- The college organizes different exhibitions and shows in the college campus.
- Seminars, workshops and exhibitions are also arranged to

update the knowledge and skill of staff and students.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://bbacollege.lptshgsankulamreli.org/2-3-2/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

13

File DescriptionDocuments	
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

04

File DescriptionDocuments	
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

00

File DescriptionDocuments	
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

58

File DescriptionDocuments	
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- **The institution being affiliated to the Saurashtra University follows all the norms laid down by the university.**
- **The university has introduced credit based syllabus system for BBA stream and subjects.**
- **The institution monitors and communicates the progress and performance of the students at the internal and university examinations through display on notice boards.**
- **The college has adopted additional evaluation system in the form of daily test, repeatedly exam, quarterly exam etc. which directly affect the internal marks for all courses.**
- **The institute has also started to consider the percentage of attendance for internal assessment.**
- **The institute welcomes the rankers with silver coins at the end of every academic year.**
- **The institute also awards the students who have performed**

well in sports, music, art, culture and other competitions.

- The Institute shows the detail of students passed through the institute in Ready Reckoner (Handbook of Institute) for last ten years.

File DescriptionDocuments	
Any additional information	No File Uploaded
Link for additional information	http://bbacollege.lptshgsankulamreli.org/2-5-1/

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

- If the student is not satisfied with the result of university examination or there are grievances about the University examination, she submits an appeal to the Institute, and the forms of rechecking and re-evaluation are submitted through the college office.
- The university provides new mark sheet to the student if mistake is there otherwise it sends only the letter of no change in the mark sheet.
- If the student feels doubtful with the result of college examination, the seat checking of mark sheet is made available to the students. And if required changes are made by the respective faculty member.
- In the college examination system in the form of daily test, repeatedly exam, quarterly exam etc. marks as well answer sheet is provided to the students to be transparent related to exam grievances.

File DescriptionDocuments	
Any additional information	No File Uploaded
Link for additional information	http://bbacollege.lptshgsankulamreli.org/2-5-2/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program outcomes BBA:-

1.Accounting knowledge - apply the knowledge of mathematics,

social science, accounting fundamentals & accounting specialization to the solution of complex accounting & management problems. 2.Problem analysis - Identify, formulate & analyse socio - economic problems to arrive at substantiated conclusions using first principles of statistics. 3.Recognize & understand the ethical responsibilities of individuals & organizations in society. 4.Strategic & critical thinking in relation to business & commerce related issues. 5.Apply basic mathematical & statistical skills necessary for analysis of a range of problems in economics, economics, accounting, management & finance.

Program Specific Outcomes BBA:

PS01: To Provide adequate basic understanding about management education among the students. PS02: To train the students in communication skills. PS03: To inculcate entrepreneurial skills. PS04: To work well in teams. PS05: To develop appropriate skills in students so as to make them competent and provide themselves self - employment. PS06: To understand finance and other core business content. PS07: To recognize and solve business problems in an ethical manner. PS08: To make education accessible to students across borders of religion, geography, caste or gender. PS09: To provide an environment that facilitates all-round development of the student's personality.

Course Outcomes BBA:

Emerging Trends of Contemporary Management: Students will come to know how to apply theoretical concept of management to practice. E- Commerce: - Students can come to know how the consumption of goods is done by using electronic media. Managerial Economics:- It can help the students to apply the economic concepts and economic analysis to the problems of formulating rational managerial decisions. Business Environment:- It can help the students to analyze the internal and external environment of business. Business Statistics:- Students can come to know how the research methodology works by using the index and productivity. Management accounting:- Students can come to know that how to manage fund, cash and other financial variables and resources and also how to take decisions by analyzing financial statements. Business Accounting:- Students can come to know how to treat all the transactions related to business through different accounting methodology. Finance Management/ Advance Finance Management:- Students can come to know how money spend to particular department in the organization and what about the profit and cost of invested amount. Micro and Macro Economics:- Students come to know that how

to spend money as well as how to use scarce resources with its optimum utilization. Both the economics can help to understand the economic condition of the nation. Entrepreneurship development Programme:- This subject is useful to the students for become a good entrepreneur. As well as it can help students to open their own enterprise and how to make a risk taker. Environmental Science/ Human Resource Management:-Students get to know about the factors responsible for pollution and how to develop sustainability by using fewer resources. Advance Techniques of Business Mathematics:- This subject helps the students to develop the mathematical skills. Moreover this subject enhances the mental ability of the students for fundamental problems solving and quite useful as per competitive exam point of view. Corporate A/C:- This Subject helps students to develop conceptual and deep understanding regarding corporate accounting system and to prepare financial students with reference to companies act and different laws. Contemporary Issues in Marketing:- The object behind contemporary issues in marketing is to contain some areas of modern marketing management, theory and practices. The objective of this course is to help the students understand and assimilate actual marketing practice and marketing environment. Advanced Operations Research Techniques (AORT):- The objective behind the AORT subject is the paper to familiarize the students with advanced techniques of operations research. Business Taxation:- Students come to know how to calculate tax on any type of income which is to be paid to the government. Business Law:- To impart preliminary knowledge in respect of laws to be followed, while caring the business.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://bbacollege.lptshgsankulamreli.org/2-6-1/
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

- The college has clearly stated learning outcomes that are specified in mission and objectives statements.
- The students and staff are made aware of these through the acquisition of skill and knowledge about communication, reading-writing, presentation, group discussion, industrial

visits, planning, decision making, marketing, banking transactions awareness etc.

- To make the teaching learning methods effective and to achieve learning outcome, teaching methods, our faculty members use modern teaching methods, aids and technology gradually to replace the traditional methods.
- The communication, reading and writing skill are assessed through exercises given in the classrooms. Competitive skills are developed more and more through participation of students in the different events.
- The group discussion, presentation, planning and decision making skill are assessed through seminar, workshop.
- The faculty members categorize students as weaker, average and advance learners by assisting them on the bases of group discussion, class performance and term tests.
- In order to improve the performance of the student's, college organizes remedial class for the weaker students, special coaching classes for the average students and special guidance for the advance learners.
- College organizes field studies, industrial visits, project, seminar, coaching classes for civil services, etc.
- Social awareness programmes are also organized by the departments and provides consultancy services.
- The achievements of learning outcomes are monitored by keeping a record of internal evaluation and university examination results of the students.
- The weaker students are given remedial coaching.
- The students are encouraged for participation in various curricular and co - curricular activities inside as well as outside the college.
- Discussion is made on the result analysis in the management and staff meeting in the beginning of every academic session.
- Corrective measures are taken to improve the learning outcomes.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for Additional information	http://bbacollege.lptshgsankulamreli.org/2-6-2/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year**103**

File DescriptionDocuments	
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://bbacollege.lptshgsankulamreli.org/2631-2/

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<http://bbacollege.lptshgsankulamreli.org/students-feedback-report-bba-2020-21/>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****00**

File DescriptionDocuments	
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non

government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year****00**

File DescriptionDocuments	
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****00**

File DescriptionDocuments	
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****00**

File DescriptionDocuments	
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

00

File DescriptionDocuments	
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

- **The extension activities enhance social commitment together with personal, civic and academic learning of the students.**
- **The NSS and sport activities inculcate the values of brotherhood, national integrity, and development of leadership and spirit of team work among the students.**
- **The students are engaged in the community development programmes through the following activities:**
- **Field work and social activities through NSS camp in the villages.**
- **NSS students participate in tree plantation programme, cleanliness campaign etc.**
- **Rallies and programmes are carried out for awareness of AIDS, tobacco, traffic, environment etc.**
- **Faculty members promote the students to participate in extension activities through organizing various programmes, events and competition in the college.**
- **The college offers extension programmes in addition to those supported by the university. The following activities are carried out which promote citizenship role.**

- The college motivates the students all the way to be a good citizen. The institution encourages the students and faculty members to participate in the extension activities.
- The students are awarded by certificates or medals for such activities NSS camps are organized in rural areas to develop different values like brotherhood, equality and national integration.
- Literacy campaign is done during NSS camp.
- Tree plantation programmes are arranged.
- The messages of women empowerment, global warming, and female feticide are spread through rallies.
- Faculty development programmes are organized for staff and students.
- Professionals like doctors, lawyers, social activists are sharing their knowledge about community services through invited lectures for our students.
- The college maintains close links with local community.
- The local community is actively engaged in different activities through NSS and sports.

File Description	Documents
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/nss-ncc/
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

00

File DescriptionDocuments	
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

00

File DescriptionDocuments	
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

00

File DescriptionDocuments	
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

00

File DescriptionDocuments	
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- **The college has adequate infrastructural facilities as a catalyst for ensuring academic excellence.**
- **The large campus having buildings, play ground, Computer laboratories, library is an example of need fulfillment.**
- **Organic nature of the campus helps the students to concentrate on their study.**
- **The Arya Samaj Hall having measurement of 14000 Sqft. which is used as seminar hall.**
- **The Institute has built big auditorium with around 600 or more seating capacity.**
- **The college has the facilities of LCD, projectors, E-library labs, language labs, computer labs, internet connection in**

laboratories, and spacious class rooms with all kinds of facilities for effective teaching.

- The college has computer Labs with Hardware and software up gradation, additional instruments and equipments for sports and Music department etc.
- The committee including the principal places suggestions regarding additional infrastructure facility as and when needed to the management committee.
- The management committee also monitors every aspect constantly to plan and ensure the available infrastructure whether is in line with its academic growth and is optimally utilized.
- The institution has provided the precious campus and facility which helps to keep college environment healthy and productive.
- The students are provided full advantage of library also.
- The hostel facility is provided to the students in the campus. The accommodation of deposit, shopping mall, beauty parlour and stationary is also provided to them.
- The availability of hygienic food, purified water, warm water, laundry, first aid etc. is also there.
- The college provides central computing facility for the staff and students at computer lab on all working days.
- The college provides computer and internet facility in the library also.
- The students are allowed to use e - resource facility in the E-library Lab.
- The college has long term planning for expansion of facilities to meet future development.
- The Institute has also its open air theatre and ample stage with measurement of 22682 Sqft. which is used for Sunday movie show as well annual functions.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/4-1-1/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- The Institution believes that sport is an important factor in the development of students.

- The college has a separate sports room and play ground for the students.
- The college has Sports ground of 168014 Sq.mt. size, this is in sharing with other institutes running under same campus. The college has an enthusiastic and dynamic sports director looking for practice and participation of students in sports activities.
- Institute is having sports equipments of good quality, which are made available to our students throughout the course. We have trained personnel/coaches to train students through physical education. Sports coaches are assigned for particular games. Experienced coaches help to improve mental skills of students. Coaches make various strategies to improve mental game of players for respective game.
- Institute is having Gymnasium with Power lifting, weight Lifting, and wrestling, judo equipments, cycling machine etc. Daily schedule is prepared by sports department for athletes for physical activities. In the early morning and evening students exercise in ground under the guidance of coaches is scheduled for athletes.
- College arranges yoga classes for students. Yoga day is celebrated every year, in which staff and students perform yoga early morning.
- The college organizes the following indoor and outdoor Sports:- Power lifting, Weight lifting, Wrestling, Badminton, Kabbadi, Kho - Kho, Volley ball, Judo, Archery, Carrom, Chess, Boxing, Rope pulling, Athletics, Cross country, Softball, Netball etc.
- Sports equipments like volley ball, softball, basketball, hockey kit, Cricket kit etc. is available for students in sports room.
- The students of the institution exhibit their performance by way of gymnasium on 26th January of every year. For the purpose gymnasium, all the implements like drum bells, lezim, etc. are available in the institution.
- The college has arrangements for first aid and medical care for the students as well as for the staff inside the campus. In case of any serious medical emergency, help is provided to the students by shifting them to nearby hospital
- The college has culture and music division which twined the students and conduct all kinds of programmes related to culture and music.
- The college organizes the following of extracurricular activities:- Debating, Dance, Drama, One act play, Essay writing, Quiz competition etc.
- The college organizes the following of cultural activities:-

Youth Festival, Garaba competition, traditional Day, modern Day, Singing etc.

- **The institution organizes events on personality development, women empowerment, self-defence etc.**

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/sports-activities/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

07

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/seminar/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1860977

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of the ILMS software : Library Information System(LIS)

Nature of automation (fully or partially): FULLY

Version: In house developed Software

Year of automation: 2006

- The library has computers with internet connectivity for accessing e - journals. It subscribes journals and periodicals of national level. It has separate reading zones cater to the faculty and students
- Through database prepared by LIS, reading material are easily made available to the readers.
- By this software, following reports can be availed: Book search, Issue/return details, Missing book report, Use list (Staff & Students), Periodical details, charge collection details, Author list, Book history, Purchase detail, Subject List etc.
- OPAC (Online public access catalogue) is provided to the students and staff members to access the library collection.
- Library timings are from 10am. to 6pm., on all Working days.
- Library is having total 50 students seating space at a time.
- Content Management system for E LEARNING, audio and video CDs and DVDs are provided.
- E-Library facilities like DELNET and NDL is available.
- Printing, downloading facility is made available to the users as per need.
- The library staff is always ready to assist the students and staff in searching books and provide information about recently added books. The library staff helps to download the reference materials.

- University old examination paper sets are made available in the library for reference of students and faculty.
- Beside the textbooks our library enriched with various reference books to enhance knowledge of faculty as well students. Various magazines, newspapers and journals are available for them to update their knowledge with latest researches.
- Books related to competitive exams are available for students and faculty in library.

Faculty members provide the list of required books as per the syllabi and copies of the texts, reference books and journals needed for study and teaching. This is forwarded to the management committee. The librarian refers the details and contacts the suppliers or agencies. As per budgetary provision, the books and other reading material are purchased.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://bbacollege.lptshgsankulamreli.org/4-2-1/

4.2.2 - The institution has subscription for the E. None of the above following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

11

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

- The college provides central computing facility for the staff and students at computer lab on all working days.
- Number of computers with actual configuration: 90.
- Office computers are in LAN except laboratories
- Wi-Fi facility: Not available
- Internet Facility: 10 Mbps speed broadband available in Computer Labs.
- CPUs in Computer labs are updated with latest i5 4th Gen 2.80 GHz Processor and DDR III 4 RAMs and 500GB Hard disks.
- As well some CPUs in Computer labs are updated with latest i5 Processor 7th Gen 3 GHz and DDR IV 4x4 RAMs and 1TB Hard disks.
- The college provides computer and internet facility in the library.
- The students are allowed to use DELNET, NDL, etc. e-resource facility in the library.
- The college intends to upgrade IT infrastructure and associated facilities by purchasing new hardware as well as software for different departments, administrative offices, computer labs and library.

- The college continuously upgrades the PCs with latest configuration available in the market.
- The college provides LCD, projectors and OHP to the faculties for better teaching and learning.
- The faculty members guide the students about how to operate computers, internet, printer, scanner etc.
- The computer technicians are always available for any need based assistance
- Campus monitoring is done under CCTV surveillance

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/computer-lab/

4.3.2 - Number of Computers

90

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution E. < 5MBPS

File DescriptionDocuments	
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1860977

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- For the optimal use of the infrastructure, the institute has made advance planning.
- The infra structure of the institute consist of building, playground, seminar hall, language lab, computer lab, auditorium, plaza square, gardens, parking etc. The responsibility for maintenance of above all section has been imposed upon the concerned head of departments who are called coordinators or supervisors.
- Such officers are used to take surprise visit twice or more in a day to check whether maintenance is being done properly or not.
- For the maintenance and repair of infrastructure facilities, the following departments are active in the institution:
- Carpenter Department, Security Department, Electrical Department, Color work department, Gardening Department, Plumbing Department, computer department etc.
- For the maintenance of infrastructure facility, above department has ample staff which carries out responsibilities.
- The principal of respective colleges maintains register of maintenance in which complaints are to be noted. This register is to be forwarded to respective maintenance department through supervisors.
- Maintenance department further resolves the complaint and make a register entry for completion.
- The office of sports is responsible for the maintenance of implements of sports and play ground. The building is being maintained through plaza director.
- Annual and day to day maintenance and repairing of the instrument is carried out by the outside vendors and paid service bases.
- The maintenance of the laboratory equipments computers and

other devices are carried out regularly by maintenance department of the institute.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/4-4-2/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

07

File DescriptionDocuments	
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

07

File DescriptionDocuments	
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File DescriptionDocuments	
Link to institutional website	http://bbacollege.lptshgsankulamreli.org/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

File DescriptionDocuments	
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

E. None of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File DescriptionDocuments	
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File DescriptionDocuments	
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

00

File DescriptionDocuments	
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File DescriptionDocuments	
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

00

File DescriptionDocuments	
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

- The college has an active students' council.
- With a view to create awareness in respect of democracy, the institution used to organize election of the representatives of the students in a democratic way.
- The college arranges elections for Students to elect GS and JGS.
- As well the college appoints class representatives who are the toppers in their level in each stream who help in monitoring students' discipline, attendance, regular teaching work and other coordinating activities.
- The class representatives are appointed for each class and a general secretary and a junior general secretary for each stream.
- The functions of these members are to maintain discipline and healthy atmosphere of the college and to help the teachers in many ways.
- These members convey important news related to academic curriculum to their respective classes and streams.
- Log book and course completion letter is maintained by class representative. These are analyzed by these members and presented to management.
- Seminars topics are analyzed by these members and discipline is maintained during seminar work done.
- The college also appoints the students representatives to help in various activities like academic, sports, culture, NSS, NCC, WDC but they are not the members of any committee.
- The NSS students organize socially productive events and useful programmes.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/co-curricular-activities/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

00

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

- As such Institute is not having alumni association, but every year function of alumni students is arranged on 25th December. In which alumni students are asked to give their feedback of the institute in the feedback form.
- The priority is given to the suggestions of alumni. The suggestions are analyzed by management committee and appropriate actions are taken accordingly, which helps the institute to improve the performance quality.
- Alumni students are given chance to work in the institute as per requirement in respective departments.
- The college keeps the database of the students who have passed out from the college.
- The detail of staff and students like contact, address etc can also be seen in the staff and students biodata registers are maintained regularly.
- The G.S. and Joint G.S. of the respective year are the ex-officio office bearers of this meetings.
- The Institute has made an alumni form online on website to get students information.
- Institute implements the suggestions made by alumni. It is the belief of the institution that the long life reputation & progress of the institution depends upon the students & staff.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/5-4-1/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year **E. <1Lakhs** (INR in Lakhs)

File DescriptionDocuments	
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision & Mission Statements Of Institute: Vision:-

- To create and develop the facilities and environment required for higher education that will provide gainful employment and instill a sense of social commitment, with a focus on the rural youth, to enable them to become responsible citizens of the nation.

Mission:-

- Mission of the college is to develop the students with higher knowledge, lifelong learning skills and groom them into responsible citizens; "Social transformation through Dynamic education" is the prime motto of the institute.
- The principal and faculty members design the quality policy and plans in the meeting with the academic director.
- The academic director also discusses the quality policy and plans in the meeting with the top management.
- The top management, the principal and the faculty member strictly follow the rules and regulations of the affiliating university while implementing the policy and plan.
- Regular meeting are conducted before the starting of each term.
- The top management, principal and faculty members always

play supportive role for the better future of their students.

- To offer meaningful academic programmes by continuous update of the curriculum, pedagogy and research methodology to suit the changing needs.
- To respond the current social issues with academic acumens.
- Most of the students of our college are from rural and educationally weaker areas. They are from economically weaker sections of the society. The colleges take care of their education and provide excellent educational facilities to them. The vision and mission of the college is in tune with the education policies of the nation.

The college translates its vision in to activities like:-

- Providing quality education to the students of rural and educationally weaker sections of the society.
- Formation of various cells and committees for the academic growth of the students.
- To create vibrant atmosphere in the college for the all over development of students.
- The college has supportive administration and ideal infrastructure.
- The faculty members motivate the students for their academic excellence.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-1-1/
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

- The administration is decentralized as the independent Director, Principal, & Supervisor in normal situation. They take free decisions regarding academic & administrative matters under the consult of the management.
- University or government officials are contacted on phone or by letters whenever required.
- There is a perfect network of intercom telephone facilities for interacting with one another passing message to or the

persons in questions.

- The Institute has effective internal co-ordination & monitoring system. The supervisors keep an eye on every academic as well as administrative activity and remains in constant touch with the principal as well as the director.
- The management representatives meet the faculty members as well nonteaching staff periodically.
- The principal with the support of the management and faculty members creates educational environment in the campus.
- Administrative powers and responsibilities are delegated to faculty members on the bases of their competence and commitment.
- .The faculty members create positive and motivating environment in the campus.
- The management monitors and evaluates the policies and plans of the institution with the help of system follow up mechanism. According to the system follow up report, the academic director deals with the principal and the principal implements and monitors the decisions with the help of various coordinators.

The policy statement and action plans for fulfillment stated mission:-

- The presidents and the management committee are completely involved along with the principal to formulate the policy and action plans for the development of the college.

Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan:-

- In the beginning of academic year, the plan is decided for both the semesters, events' schedule is also prepared and the provision for funds regarding purchase of library books, lab equipments and gymkhana equipment is made.

Interaction with stakeholders:-

- Periodically, direct interactive meeting are conducted with the students and their needs are considered for improvement. The suggestions from parents and alumni are also considered for the improvement of the college.

Proper support for policy and planning through need analysis, research inputs and consultations with stakeholders :-

- Suggestions from parents, past students are considered for improvement of infrastructure and quality in education.

Reinforcing the culture of excellence:-

- Culture of excellence is created through various platforms i.e. NSS activities, cultural activities, gymkhana and sports activities and festivals. Also the students are sent to participate in state and university level events. The students who get ranks are awarded by the college also.

Champion organizational change:-

- Social commitment is made through different festivals and the platform of NSS to create competitive spirit among the students and the best speakers are also invited. Attitude of excellence is also imbibed on the students through the social activities which are also a part of curriculum.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-1-2/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- The college has well defined perspective plan for development.
- The plan consist of different aspects for the proper functionary of the college such as teaching and learning, research and development, academic development, infrastructure development etc.
- To implement this plan in a meaningful manner, adequate measures are taken by the college.
- The college involves the students in different social activities to impart the values among them.
- The management has established LMC including teaching and non teaching staff for smooth and effective functioning of the college.
- The institution has a formally stated quality policy.
- It is developed according to the stated vision, mission and objectives of the institution.

- LMC and other committees develop the policies as per requirements.
- All academic matters are monitored by different head of departments.
- The stated policies are reviewed periodically by the management.

Quality improvement Strategies of the institution for the following: Teaching & Learning:-

- Teaching: - The college promotes faculty members to upgrade their qualification, to attend seminars, workshops and conferences and present paper to acquire better knowledge as well as teaching skills. They are provided with all essential facilities like LCD, like LCD, projectors, audio, models, charts etc. for better teaching.
- Learning:- Attendance is made compulsory for all the students strictly according to the affiliating university norms.
- Daily tests and periodic exams are conducted to evaluate their learning capability.
- The work like projects and assignments are given to them.
- The feedbacks from students are taken for every term and analyzed for further improvement.

Research and development:-

- The faculty members are suggested to refer some research journals of selected area of research and encouraged to participate in conferences and seminars and workshops.
- They are provided with all equipments and internet connection for research work.

Community engagement

- The college encourages students to take part in NSS, sports and other extension activities.
- Through these activities our students, faculty members and management are engaged in different community activities like blood donation camp, NSS camp for the awareness about social issues, national integrity, environmental problems etc.

Human Resource Management:-

- The faculty members are recruited as per the requirement

before the beginning of the year.

- Faculty development programmes are organized to upgrade the faculty members.
- The college has a mechanism to monitor the performance of the faculty members.
- The functional freedom is given to all the respective departments.
- The non - teaching staff perform their role for the proper functioning of the college.

Industry Interaction:-

- The college organizes industrial visits and study tours of the students to provide exposure of manufacturing process to them.
- The college also organizes guest lecturers of industrialists for the students.

File Description Documents	
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-2-1/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

General Structure of the organization:

President | Directors | Principal | Vice principal |

Teaching staff Non teaching staff

- The management of the college is the policy making body.
- The principal is the official link between the management and the college.
- The plan is discussed and developed for academic and infra structural development every year.
- The principal and other officials monitor this plan for efficient implementation.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-2-2/
Link to Organogram of the Institution webpage	bbacollege.lptshgsankulamreli.org
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File DescriptionDocuments	
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

- **The faculty members are encouraged to attend the orientation and refresher programmes for the enrichment of subject knowledge.**
- **The college arranges faculty development programmes for teaching and non teaching staff to enhance their professional capabilities.**
- **The faculty members are encouraged to participate and arrange seminar, workshops and conferences.**
- **Faculties are awarded by choosing the best teacher among them.**
- **The faculty members are encouraged to attend the training programmes organized by the affiliating university for syllabus change etc.**
- **The college provides duty leaves to the staff members in certain circumstances.**

- The teaching and non - teaching employees are benefited with EPF (Employees provident fund).
- A one day tour is organized separately for teaching and non - teaching employees in whom the expenditure is shared by the management.
- Uniforms are provided to teaching and non teaching staff every year.
- The college always encourages the faculty members to clear NET/SLET and entrance for Ph.D to upgrade their qualifications.
- The college invites the eminent faculties with respect and honor.
- Satisfactory salary grades and other remuneration are provided according to their performance.
- Annul and additional increment is provided to retain experienced and eminent faculties.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-3-1/
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

00

File DescriptionDocuments	
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

00

File DescriptionDocuments	
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

- Performance assessments of teaching and non teaching staff are made by the various academic and administrative heads**

respectively and supervisors and students feedback through constant monitoring & entrusting the confidential reports/ feedback to director.

- Senior teachers visits classes by time to time are also in practice and reports with remarks are submitted to the management through principal and thereafter also proper steps are taken to improve the teaching.
- The performance appraisal of teaching staff is collected at the end of every academic quarter and evaluated by the principal also.
- Feedback of teaching staff is collected from students quaterly and analysed by management, which is a main criteria for performance appraisal.
- Performance of the non-teaching staff is also evaluated by the heads of the department and the principal.
- The principal conveys both satisfactory and non satisfactory report to the management.
- Management suggests for the improvement about the performance of teaching and non teaching staff.
- Appropriate action is taken by the management by reviewing the performance appraisal reports of the employees.
- The principal communicates to the concern employee whose performance is below average or management directly ask to the person for improvement.

File Description	Documents
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-3-5/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

- The college has an internal audit mechanism.
- The internal audit is carried out by chartered accountant appointed by the parent management and is approved in the Local Management Committee(LMC).
- Audit is carried out every year by appointed chartered account.
- Audit report is prepared by CA and submitted to the Institute.

- This audit reports are well maintained by the Institute.
- Institute is following transparent account policy and there were no any audit objections.
- Our account division make a record of each and every purchase entry by accounting software.
- The salary of each and every employee is deposited in their salary accounts.
- The labors are given their pay in the form of cheque of account payee.
- Every transaction is supported by vouchers and all the collections are deposited in the bank.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-4-1/
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File DescriptionDocuments	
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- The college has a transparent system of accounting.
- Reserve and endowment fund is maintained for particular college regularly by account office of the institute.
- The revenue and income come by the voluntary donations and assistances provided by the institutions, members of the trust and other well-wishing citizens of India and Abroad, is used for development of the institute.

- Various committees are active in the institution, who takes note regarding maintenance of equipments. And accordingly requirement is evaluated.
- Requisition in respect of requirements of equipments, computer labs accessories, college building etc. are being purchased by bills only and entry register is maintained accordingly.
- As per the necessity of the materials, the director gives sanction on the spot.
- The institute has purchase officer. If the material is of high value, the Institution has adopted method of inviting quotations and thereafter purchase officer find out the lower value quote and approves through the management.
- The Institute has adopted system to purchase required material through bills respective of values.
- No any specific amount has been allocated in the budget but the amount is provided throughout the financial year whenever required.
- Also the principal is free to place any budgetary requirements during the whole financial year at any time before the LMC.
- The utilization of budgetary fund is monitored by the LMC.
- The salary of each and every employee is deposited in their salary accounts.
- The labors are given their pay in the form of cheque of account payee or deposited in salary accounts.
- Every transaction is supported by vouchers and all the collections are deposited in the bank.
- Fee is collected from the students as per parent university norms.
- Financial help is provided by public leaders and parent management. There is no deficit in these last four years.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-4-3/
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The institute has recently established an internal quality assurance (IQAC) cell. IQAC is formulated to make SSR process easy.

The IQAC has been established in the Year 2017 Chair Person: Ms. Sweta Savaliya Management Representative: Mr. Mansukh Dhanani Faculty Members: Mr. Hardik B. Malkan, Mr. Ajay M.Vala, Ms. Asha H.Javiya IQAC Co-Ordinator: Ms. Tejaswini D.Pandya

Still Other Committee members are decided to finalize.

- Quality is assured by full time planning, reviewing, implementing and improving the performance as per the guidelines of Parent University.
- Our Management of the college is keen to sustain the academic and administrative quality

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-5-1/
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institute has recently established an internal quality assurance cell. IQAC is currently focusing to prepare institute for accreditation and assessment. Institutional mechanisms are in place to continuously review the teaching learning process. It's structure, methodology of operations and outcomes is as followed:
Structures:-

- The college has generated mechanism for checking the teaching - learning process.
- It involves direct interaction with students and feedback.

Methodology of operation is:-

- Teaching plans
- Review of percentage of syllabus completion is taken
- Checking of Syllabus completion
- Internal assessment is conducted

- **endance of students is regularly checked.**

Outcome:-

- **Improved quality and progress is reflected in result and internal marks.**
- **The college communicates its quality assurance policies, mechanisms and outcomes to its stakeholders by the following means:**
 - **Institution prospectus**
 - **News papers**
 - **Notice board**
 - **Press release**
 - **College website**
 - **Staff meeting, parents meeting & students meeting.**

File Description	Documents
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-5-2/
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description Documents	
Paste web link of Annual reports of Institution	http://bbacollege.lptshgsankulamreli.org/first-igac-meeting-bba-2020-21/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- The Institute is providing education to girl students only. So, no such gender equity promotional programs organized.
- The Institute has been established by a particular community of Gujarat but the admission to the students of all the communality has been given,
- But to create awareness regarding gender equity and provide guidance, the institution has constituted Women Development Cell (WDC)
- Various speeches are organized related to gender equality, gender sensibility, legal awareness, health awareness, self defence, disaster management etc through the WDC.
- The college tries to supplement the curriculum with the topics like environmental education, awareness about the Indian constitute, gender equality, awareness about human rights and duties.
- The college encourages the students to participate in sports, NSS, NCC and other competition also. Our students achieved many medals in sports activity at district and state level.
- The college provides fist aid facility for the staff and students for health related minor events.
- At present the Institution has not started education related to gender equity but the institution is thinking to start such education in future.

File DescriptionDocuments	
Annual gender sensitization action plan	http://bbacollege.lptshgsankulamreli.org/7-1-1/
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://bbacollege.lptshgsankulamreli.org

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

E. None of the above

File DescriptionDocuments	
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management:

- Waste bins are placed at every department which generates waste.
- Every year, we store dead stock scrap materials and papers to recycle at the end and dispose off.
- Labours are appointed to collect waste from different bins and disposal of this waste is transported to the regional disposal place provided by municipality.
- Plastic waste is eliminated by natural method.
- Paper waste is collected from different department and transported to a paper stock dealer for recycling.

Liquid waste management:

- Acids, alkalis and other chemicals are drained with plenty

of water so that they get diluted and can't cause harm in the laboratory for science department present in the campus.

- Under ground pipe lines are well planed to manage liquid waste of the college buildings as well hostel buildings.

E-Waste Management:

- Reuse of most of the electronic equipments and other materials whenever possible.
- After the end of lifetime, computers and their accessories are sold as scrap to local vendors in a proper way.
- E - Waste is dumped in the college campus in proper way.

File DescriptionDocuments	
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	http://bbacollege.lptshgsankulamreli.org/maintenance-services/
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **D. Any 1 of the above**

File DescriptionDocuments	
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **E. None of the above**

- 1.Restricted entry of automobiles
- 2.Use of Bicycles/ Battery powered vehicles
- 3.Pedestrian Friendly pathways

4.Ban on use of Plastic**5.landscaping with trees and plants**

File DescriptionDocuments	
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File DescriptionDocuments	
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

File DescriptionDocuments	
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

VTU is undertaking various initiatives in the form of celebration of days of Eminent personalities National Festivals, NSS, YRC and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment ,These functions help in developing tolerance harmony towards culture ,region and linguistics and also communal social economics and other diversities. The subject Constitution of India and professional ethics is made mandatory to all BBA students across disciplines. Convocation ceremony is conducted every year, where the convocation address is delivered to inspire and motivate the students for future journey. Two important national festivals, Republic Day and Independent Day are celebrated every year in University Head Quarters and It's Four Regional centre .All teaching , non teaching staff and students participate for the cause of nation. The inspiring speeches are conducted.

File DescriptionDocuments	
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and

ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex. Fairfield Institute of Management & Technology sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative during last five years.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

E. None of the above

4. Annual awareness programmes on Code of Conduct are organized

File DescriptionDocuments	
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- **The institute organizes functions to celebrate national days like 15th of August, 26th January etc. In which students of NCC cadets perform parade as well Sports drilling is organized. Students perform yoga, gymnastic etc in drilling program.**
- **The college organizes cultural and music functions to celebrate national festivals.**
- **Martyrs' Day is celebrated. Two-minute silence is performed on Shahid/ martyrs' Day.**
- **The institution organizes talk and guest lecturers for inculcating the moral of celebrating particular days among the students.**
- **Constitution Day/ National Law Day is Celebrated every year.**
- **The college celebrates teacher's day. On the Teacher's Day, the students take classes as if they are teacher and under the marking scheme concerned class rankers gives them numbers based on their performance and certificates are also being given to the students as to inspire them to think in respect of education.**

File DescriptionDocuments	
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The two best practices implemented by the institution are:
Promotion of sustainable environment Social commitment and community outreach.

BEST PRACTICES - 1 Title: Promotion of sustainable environment

Objectives of the Practice Environment sustainability is of utmost importance in the light of increasing environmental degradation; and the same can be accomplished with the implementation of eco-friendly facilities and practices. The objectives of promoting environment sustainability are:

- To reduce overall carbon and ecological footprints, to find innovative ways to reduce pollution, to promote the sustainable use of natural resources by implementing simple everyday practices to larger, innovative ones.
- To nurture generations of students who are sensitive to environmental concerns. The need of the present times is to educate the youth and the public about sustainability. The efforts of each of us can bring about significant positive changes in the pollution levels and ensure healthier lives for all of us.
- To maintain a waste-free, pollution-free, healthy, and eco-friendly green campus

The Context As Shree Leuva Patel Trust B.B.A. Mahila College has abundant plants and sunlight, it had become important to transform productively green waste and sunlight into sources of sustenance. To this end, the college has implemented mechanisms by which wastes can be utilised for the production of compost, and for its use as fertilizer in the college lawns and garden. The greenery on Shree Leuva Patel Trust B.B.A. Mahila College campus is an oasis amid the neighbouring commercial establishments and the traffic on the roads. Tapping the sunlight for generating solar energy is an important step towards reducing carbon footprints. The energy thus generated fulfils about half the energy requirements of the college.

In order to sustain the clean and green environment of the college, balance between utilization and transformation/disposal of wastes has to maintain. Routine generation of piles of used-

paper presents challenges as well as possibilities. Waste papers can thus be recycled into new ones for multiple uses. Large quantity of green waste is generated in the college premises, which is effectively composted as manure.

The Practice Shree Leuva Patel Trust B.B.A. Mahila College is steadfastly committed towards creating an eco-friendly and sustainable campus. Instilling the urgency of environmental conservation and environment sustainability is realised through the following practices:

Events and campaigns

The college regularly organizes various events and campaigns to spread environmental awareness:

Refill the pen campaign

Campaigns for discouraging the use of polythene

Several campaigns by Eco-Club and NSS for creating awareness through social media are conducted. Student volunteers interact with the public to generate consciousness among them about the responsible use of natural resources.

Students also visit biodiversity parks, wetlands and other places of ecological importance and learn ways to protect and conserve the environment.

Maintaining a green campus and a herbal garden

Leuva Patel Trust B.B.A. Mahila College has a lush green vehicle-free campus. Dedicated area for parking has been allotted in the sports ground; vehicle movement and parking in the main campus is prohibited.

The college has about 700 varieties of trees on campus that balances the ecosystem of the surrounding area.

A herbal garden in the premises, with different species of medicinal plants, provides a healthful ambience in the college.

The Solar Power Plant

A 75 KWH solar-power plant was installed on the college rooftop and has been operational since January 2017. Since the

installation of this plant, the college has not only been saving expenditure on electricity but also effectively reducing the use of non-renewable resources.

Vermicompost Unit

The vermicompost unit at Smt Shree Leuva Patel Trust B.B.A. Mahila College converts green and food waste to vermicompost, which is used in the college garden.

Paper recycling machine

Waste paper is recycled into fine quality paper for several uses in the college.

Evidence of Success

Reduction in electricity bill - The electricity bill of the college has considerably reduced after the successful operation of the rooftop solar power plant. Reduced carbon footprint - The college has significantly reduced carbon footprint that occurs because of conventional sources of power generation. Use of solar lamps - Following the example of Shree Leuva Patel Trust B.B.A. Mahila College, other institutions have made efforts to install solar power plants in their premises. Students and staff in the college are using solar lamps instead of electric lamps. Heightened awareness among staff and students - We have been able to create awareness amongst staff and students of our college regarding environmental challenges and the need for sustainability. Our students have received appreciation from the public during several campaigns; many people have promised to use the resources wisely and make all efforts to protect and conserve the environment

Problems encountered and resources required Greater initial cost and investment - Shifting to renewable resources is a costly affair and support and involvement from the government front is prerequisite in terms of financial assistance and subsidy. Challenge in motivating people - The public needs to be educated and motivated towards sustainability. Continuous efforts are made to create a general shift in the mindsets of the students and college staff towards generating an environmental consciousness. Lifestyle changes - Lifestyle needs to be modified for sustainable living by judicious use of energy sources. Shree Leuva Patel Trust B.B.A. Mahila College has made continuous efforts through rallies, campaigns, competitions and regular posts

on social media to create awareness towards sustainable living.

BEST PRACTICE - II Title: Social Commitment and Community Outreach Objectives of the Practice

This practice aims to foster the spirit of social service in our students so that they learn to recognize it as a larger conditioning framework of their education. We aim to generate awareness amongst students towards existing social disparities in income, education, health and nutrition; and to instill compassion and empathy in the minds of youth towards the needs of the underprivileged sections of the society. Education without social commitment is incomplete. We work for the betterment of marginalised section of the society and help them through various outreach programmes.

The Context

Social inequities and lack of opportunities characterise the lives of people from low socio- economic background, be it the lack of sustainable livelihood or educational opportunities, or be it the low access to healthcare and hygiene. Education, however, is the only leveller of such disparities. Education system in India can bridge these gaps by creating awareness among the youth of the nation. Shree Leuva Patel Trust B.B.A. Mahila College imparts a holistic education with the aim of sharpening the social sensibilities of the students. Several committees and societies in the college develop a comprehensive action-plan to address social issues in the long run. Students at Shree Leuva Patel Trust B.B.A. Mahila College are involved in the execution of these plans and are offered several opportunities to engage in community service empathetically

The Practice

The college creates a synergy between its community work and outreach platforms such as the NSS, the WDC, the Eco-Club, and the Alumni Association, thereby creating a multivalent and mutually renewing forum for meaningful dialogues, actions, and interactions. Shree Leuva Patel Trust B.B.A. Mahila College organises programmes to sensitise youth towards the needs of the under-privileged.

Efforts towards inclusion:

The NSS volunteers regularly visit Raen Basera (night shelters)

near Shree Leuva Patel Trust B.B.A. Mahila College. Students visit and interact with the occupants and discuss issues related to health, hygiene and education. The volunteers also teach young children living in the Raen Basera. They celebrate festivals like Diwali and other major festivals with them as a small effort towards inclusion.

Educating the underprivileged in Ambedkar Nagar: .

Ambedkar Nagar is a "jhuggi-jhopri", a colloquial name for unauthorised slums located on bypass near to college. The college organises literacy and health and hygiene awareness campaign in this area. The NSS organised a programme Pehal: Ek Prayaas; as part of this programme, children from Ambedkar Nagar visited the college for a month-long literacy programme. In this programme, the student volunteers taught these children under the supervision of the faculty members in two shifts - morning and afternoon.

Recreational activities for the underprivileged children:

Several competitions like dance, painting, poetry and sports events were also organised for children from Ambedkar Nagar

Sharing and caring: Festivals like Ganpati festival, Saraswati Pooja and Independence Day were celebrated by organising various activities for them. Awareness programmes against alcoholism and drug abuse: Alcoholism and drug- addiction is one of the major problems in Ambedkar Nagar. Not only do the men waste a major part of their family income on alcohol and drugs, they also indulge in fights with family and neighbours, under the influence of these substances. One of the major problems reported by the women of Ambedkar Nagar area is domestic violence. Student volunteers perform plays and organise rallies to highlight

Evidence of Success

Sensitisation of students and awareness of social responsibility: Various practices adopted by the college have been extremely successful in the intensity and reach of its vision and action. The college has not only been able to sensitise its volunteers and other students about the need and nature of social work but has been successful in reaching out to the residents of Ambedkar Nagar

Enrolment of children from slums to schools: Owing to the efforts of student volunteers and their commitment to provide basic literacy among slum children, the volunteers witnessed increasing

interests among the children to be educated; some children from slum areas have enrolled in schools.

Empathy in students: In general, students have become observant of the requirements of homeless people sleeping under flyovers, in Raen Basera, and on the roadsides. Looking at their poor living conditions, students and the staff expressed compassion and empathy by initiating food and clothes distribution drives. Sanitary pads and other daily use items were collected in the college and later on distributed to these needy people.

Relief to drug addicts: Women of Ambedkar Nagar, who are the worst receivers of substance abuse, have appreciated the efforts of the NSS at Shree Leuva Patel Trust B.B.A. Mahila College in alleviating alcoholism and drug addiction. Through plays, rallies and other campaigns, we have been able to garner the attention of the slum dwellers and the public towards these issues.

Steps toward women empowerment: The NSS and the WDC, through its path-breaking work of training underprivileged women and making them self-reliant, have created a sustainable entrepreneurship model among the women. This in itself is an inspiration to the students while favourably influencing socio-economic conditions at the grassroots level. By teaching Bandhani dupatta making and sanitary-pad making to underprivileged women, students have helped them achieve livelihood. Shree Leuva Patel Trust B.B.A. Mahila College has made continuous efforts to make a little difference in the lives of underprivileged people, and by far the college has accomplished these goals in small measures

Problems encountered and resources required Resistance by the slum inhabitants towards change:

The mindset of the inhabitants of the local slum had to be gradually changed by the NSS volunteers and faculty advisers. The volunteers could eventually convince them of their well-meaning intentions through their sustained efforts at social amelioration.

Challenges of convincing people about the importance of education:

Illiteracy and poverty are interrelated and deep-rooted problems of our society. For a poor person, food is more important than education. Convincing people to send their children to school instead of sending them to work is very difficult. Consistent, continuous efforts are required to convince parents to send their children to school with very little success.

Difficulty in sensitising to alcoholic abuse:

Alcoholism is a rampant problem in our society. Alcoholic abuse aggravates domestic violence. Student volunteers have made efforts to convince young men in the neighbouring area not to take up alcohol and save their future and their families.

Cost and funding issues:

Planning visits to destitute homes requires resources. Hiring a bus costs approximately Rs. 6000 to Rs.7000 per trip, depending upon the location of the destitute home. For the evils of substance abuse through interaction with the people from Ambedkar Nagar

Generating employment by teaching skills:

Students taught bandhni dupatta and sanitary pad making techniques to the women living in slum areas to make them self-reliant.

Financial aid and help:

Shree Leuva Patel Trust B.B.A. Mahila College organises visits to destitute homes like Apna Ghar and Earth Saviors Foundation. These homes offer shelter to people who have been abandoned by their families due to financial or health issues. Our students interact with them, share their problems, and extend help wherever possible.

Awareness for protecting the environment:

The Eco Club has played a seminal role in educating the students about the pressing needs to conserve the environment through eco-friendly practices. Multiple approaches to addressing environmental issues like effective organic and e-waste management procedures and locality cleaning drive have become a model of sorts for green initiatives in the area. regular visits, a large amount of funding is required. More financial resources and local partners in this comprehensive endeavour are required.

File Description Documents	
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Institute has the vision as follow:

- To create and develop the facilities and environment required for higher education that will provide gainful employment and instill a sense of social commitment, with a focus on the rural youth, to enable them to become responsible citizens of the nation.

The college priority to translate vision in to activities like:-

- Providing quality education to the students of rural and educationally weaker sections of the society.
- Formation of various cells and committees for the academic growth of the students.
- To create vibrant atmosphere in the college for the all over development of students.
- The college has supportive administration and ideal infrastructure.
- The faculty members motivate the students for their academic excellence.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Since our college is affiliated to Saurashtra University - Rajkot, we follow the curriculum prescribed by the University.

- Academic activity starts from the first day.
- Teaching plan is prepared for each semester in the beginning of the term indicating scope of syllabus and text/reference books required.
- Perspective plan is prepared.
- Academic calendar is prepared.
- Every teacher starts maintaining log book from the first day.
- Academic work and attendance are checked for the first three day.
- Teaching plan for each subject for every semester is prepared in advance.
- Subject wise lecture notes are prepared by faculties.
- Daily test starts from the first day of curricula.
- Syllabus completion proforma is required to be submitted for all subjects.
- Internal exam called repeatedly rounds are taken after the course completion and before the university examination.
- At the end of every quarter, quarterly examination is also taken.
- Internal marks are given considering all aspects.
- Examination cell prepares for the university examination.
- Teachers are involved in conducting university examination process.
- The suggestion boxes are installed in the college for student's suggestions.
- The result of college is displayed on the notice boards and advertised in the leading news papers.
- The co-ordinators of various programmes are responsible for implementation of the time table, syllabus planning and completion, conduction of internal assessment part etc.

File Description Documents	
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://bbacollege.lptshgsankulamreli.org/1-1-1/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- The academic schedule is given in a prospectus called ready reckonor and is also issued to all the departments and students at the beginning of academic year
- The academic committee, in consultation with the principal and vice principal, plans an academic calendar before the commencement of the academic year. The academic calendar is divided into four quarters.
- Teaching plan is prepared for each semester in the beginning of the term indicating scope of syllabus and text/reference books required. All the teachers maintain daily academic diary.
- Every teacher starts maintaining log book from the first day.
- Academic work and attendance are checked for all the days.
- Teaching plan for each subject for every semester is prepared in advance.
- Subject wise lecture notes are prepared by faculties.
- Daily test starts from the first week of curricula.
- Syllabus completion proforma is required to be submitted for all subjects.
- Internal exam called repeatedly rounds are taken after the course completion and before the university examination.
- At the end of every quarter, quarterly examination is also taken.
- Internal marks are given considering all aspects.
- Examination cell prepares for the university examination.
- Teachers are involved in conducting university examination process.
- The suggestion boxes are installed in the college for student's suggestions.
- The result of college is displayed on the notice boards and advertised in the leading news papers.
- Students' attendance is taken regularly which is reviewed

monthly and consolidated semester wise.

File DescriptionDocuments	
Upload relevant supporting documents	No File Uploaded
Link for Additional information	http://bbacollege.lptshgsankulamreli.org/1-1-2/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

E. None of the above

File DescriptionDocuments	
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

BBA

File DescriptionDocuments	
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****NIL**

File DescriptionDocuments	
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**00****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****00**

File DescriptionDocuments	
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

- **Subject named Environmental Science is included in the syllabus according to the University guidelines and topics related to Environmental Degradation, Disaster Management, Environmental auditing, Environmental Protection, gender, climate change, human rights, ICT etc. to address the cross - cutting issues as well Environmental issues**
- **Consumer education and trade education related information is provided by commerce department.**
- **The College library has various reference books on**

different related topics.

- For subjects like environmental studies and climate change the students are exposed to issues and their remedies through field visits and suggested to prepare brief reports.
- Various speeches are arranged related to gender sensibility, environmental education, awareness about the Indian constitute etc. by the college.
- Various activities are conducted by women development cell related to women defence techniques, legal awareness, health awareness, disaster management etc.
- NSS unit arranges camps in nearby villages. NSS units also conduct activities related to environmental awareness.

File DescriptionDocuments	
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

109

File DescriptionDocuments	
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

109

File DescriptionDocuments	
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
---	------------------------------

File DescriptionDocuments	
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File DescriptionDocuments	
Upload any additional information	View File
URL for feedback report	http://bbacollege.lptshgsankulamreli.org

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

180

File DescriptionDocuments	
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

07

File Description Documents	
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

- The admission process of the institution is transparent. The admission procedure starts after the results of 12th board exams for UG courses as per the norms of the affiliating university.
- Merit is the criteria for admission to all courses and reservation policy of the state government is strictly observed during admission process.
- A book called 'Ready Recknor' is prepared that contains details like fee structure, rules and regulations, system follow up, past records etc. and that is issued with the admission forms.
- Information of admission process is delivered to the students through newspaper, website as well institute notice board.
- Syllabus completion is monitored and observed constantly.
- The college collects data and information on the academic performance of the students based on frequent tests, assignments, projects and practical work held at classes. Such data and information are analyzed and used to improve the students' academic performance.
- The institute also keeps the record of attendance and strictly follows the university rules regarding attendance.

The following measures are also taken to minimize the dropout rate:

Advanced Learners

- The college identifies the advanced learners through regular test results, tutorials, classroom performance in the subjects and extra co-curricular activities.
- They are provided with their needs and requirements of extra books, personal guidance, counseling, internet facility etc.

- **Faculties advise them to visit library regularly and suggest them text books and reference books for their study.**
- **The college gives concession in fees to the students who are good in study but belong to economically weaker section.**
- **They are provided with the provision of scholarship offered by the government of Gujarat and other agencies. The college itself also provides them financial assistance with the help of some donors.**
- **The college also gives concession in fees to the students who are affected by any natural calamities.**
- **The students who have lost their parents are given concessions in fee from 25% to 100%.**

Slow learners :

- **Text books are recommended to them.**
- **Extra coaching of reading and writing is given to them. Remedial coaching is also given to them throughout the course duration free of cost.**
- **Teachers, while teaching use easy methods to make them understand the essence of their lectures.**
- **Personal guidance is also provided to them.**

File DescriptionDocuments	
Link for additional Information	http://bbacollege.lptshgsankulamreli.org/2-2-1/
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
360	13

File DescriptionDocuments	
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

- The college encourages the teachers to adopt technological teaching approach to generate interest among the students and explain the concepts.
- The Institute always sees that education be imparted to the students by modern means.
- The teachers give education by the method of question answer so as to improve knowledge of both the side.
- Education is also being imparted by online/offline computer programmes.
- Staff and student seminars are arranged weekly to improve knowledge as well presentation skill.
- The college has the facilities of LCD, projectors, E-library labs, language labs, computer labs, internet connection in all the laboratories, and spacious class rooms with all kinds of facilities for effective teaching.
- Our teachers make the teaching - learning process interactive and participative through the use of teaching aids like LCD, PPT, group discussion, speech, quiz and elocution competition etc.
- Facility of BISAG video lectures is also available in career cell for students
- Interactive methods of teaching are used for maximum involvements of students
- All the teacher are requested to use the resources from N P T E L C(National programme on technology enhanced learning)
- The college organizes guest lectures, group discussions, study tours, industrial visits, projects and assignments, faculty seminars etc.
- The students are constantly encouraged to read news papers, journals, periodicals, magazines and other useful books in the college library.
- The students are encouraged to participate in different competitions organized by the college and university
- The college organizes different exhibitions and shows in the college campus.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Link for additional information	http://bbacollege.lptshgsankulamreli.org/2-3-1/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- The college encourages the teachers to adopt technological teaching approach to make teaching learning more innovative and creative.
- LCD, PPT and projectors are used by the faculties to make teaching effective and interesting.
- Interactive method of teaching is used for maximum involvements of students.
- The Institution has developed its own system for evaluation of teaching-learning.
- The institute has adopted additional teaching-learning system in the form of daily test, repeatedly exam, quarterly exam etc.
- Class seminars and faculty seminars are arranged on different related topic to enhance creativity of students and staff.
- Subject wise guest lectures are arranged regularly to get information about the latest technologies and inventions and to update the knowledge level of students.
- Faculty development programmes are arranged regularly for staff and students.
- Subject related articles, newspaper cuttings are displayed on the departmental notice boards to enhance the subject knowledge regarding current issues.
- The library is rich with so many books of syllabus, general knowledge, competitive examinations and journals, periodicals etc. to improve creativity in students.
- Fully Computerized Digital ETNL Language Lab is available for students. Language labs are provided for improving the communication skill.
- E-Library classes are arranged in which facility of DELNET/NDL is available. In which students can find out different books or material related to subject online.
- The college organizes different exhibitions and shows in the college campus.
- Seminars, workshops and exhibitions are also arranged to update the knowledge and skill of staff and students.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://bbacollege.lptshgsankulamreli.org/2-3-2/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

13

File DescriptionDocuments	
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

04

File DescriptionDocuments	
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

00

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

58

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- **The institution being affiliated to the Saurashtra University follows all the norms laid down by the university.**
- **The university has introduced credit based syllabus system for BBA stream and subjects.**
- **The institution monitors and communicates the progress and performance of the students at the internal and university examinations through display on notice boards.**
- **The college has adopted additional evaluation system in the form of daily test, repeatedly exam, quarterly exam etc. which directly affect the internal marks for all courses.**
- **The institute has also started to consider the percentage of attendance for internal assessment.**
- **The institute welcomes the rankers with silver coins at the end of every academic year.**

- The institute also awards the students who have performed well in sports, music, art, culture and other competitions.
- The Institute shows the detail of students passed through the institute in Ready Reckoner (Handbook of Institute) for last ten years.

File DescriptionDocuments	
Any additional information	No File Uploaded
Link for additional information	http://bbacollege.lptshgsankulamreli.org/2-5-1/

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

- If the student is not satisfied with the result of university examination or there are grievances about the University examination, she submits an appeal to the Institute, and the forms of rechecking and re-evaluation are submitted through the college office.
- The university provides new mark sheet to the student if mistake is there otherwise it sends only the letter of no change in the mark sheet.
- If the student feels doubtful with the result of college examination, the seat checking of mark sheet is made available to the students. And if required changes are made by the respective faculty member.
- In the college examination system in the form of daily test, repeatedly exam, quarterly exam etc. marks as well answer sheet is provided to the students to be transparent related to exam grievances.

File DescriptionDocuments	
Any additional information	No File Uploaded
Link for additional information	http://bbacollege.lptshgsankulamreli.org/2-5-2/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program outcomes BBA:-

1.Accounting knowledge - apply the knowledge of mathematics, social science, accounting fundamentals & accounting specialization to the solution of complex accounting & management problems. 2.Problem analysis - Identify, formulate & analyse socio - economic problems to arrive at substantiated conclusions using first principles of statistics. 3.Recognize & understand the ethical responsibilities of individuals & organizations in society. 4.Strategic & critical thinking in relation to business & commerce related issues. 5.Apply basic mathematical & statistical skills necessary for analysis of a range of problems in economics, economics, accounting, management & finance.

Program Specific Outcomes BBA:

PS01: To Provide adequate basic understanding about management education among the students. PS02: To train the students in communication skills. PS03: To inculcate entrepreneurial skills. PS04: To work well in teams. PS05: To develop appropriate skills in students so as to make them competent and provide themselves self - employment. PS06: To understand finance and other core business content. PS07: To recognize and solve business problems in an ethical manner. PS08: To make education accessible to students across borders of religion, geography, caste or gender. PS09: To provide an environment that facilitates all-round development of the student's personality.

Course Outcomes BBA:

Emerging Trends of Contemporary Management: Students will come to know how to apply theoretical concept of management to practice. **E- Commerce:** - Students can come to know how the consumption of goods is done by using electronic media. **Managerial Economics:-** It can help the students to apply the economic concepts and economic analysis to the problems of formulating rational managerial decisions. **Business Environment:-** It can help the students to analyze the internal and external environment of business. **Business Statistics:-** Students can come to know how the research methodology works by using the index and productivity. **Management accounting:-** Students can come to know that how to manage fund, cash and other financial variables and resources and also how to take decisions by analyzing financial statements. **Business Accounting:-** Students can come to know how to treat all the transactions related to business through different accounting

methodology. Finance Management/ Advance Finance Management:- Students can come to know how money spend to particular department in the organization and what about the profit and cost of invested amount. Micro and Macro Economics:- Students come to know that how to spend money as well as how to use scarce resources with its optimum utilization. Both the economics can help to understand the economic condition of the nation. Entrepreneurship development Programme:- This subject is useful to the students for become a good entrepreneur. As well as it can help students to open their own enterprise and how to make a risk taker. Environmental Science/ Human Resource Management:-Students get to know about the factors responsible for pollution and how to develop sustainability by using fewer resources. Advance Techniques of Business Mathematics:- This subject helps the students to develop the mathematical skills. Moreover this subject enhances the mental ability of the students for fundamental problems solving and quite useful as per competitive exam point of view. Corporate A/C:- This Subject helps students to develop conceptual and deep understanding regarding corporate accounting system and to prepare financial students with reference to companies act and different laws. Contemporary Issues in Marketing:- The object behind contemporary issues in marketing is to contain some areas of modern marketing management, theory and practices. The objective of this course is to help the students understand and assimilate actual marketing practice and marketing environment. Advanced Operations Research Techniques (AORT):- The objective behind the AORT subject is the paper to familiarize the students with advanced techniques of operations research. Business Taxation:- Students come to know how to calculate tax on any type of income which is to be paid to the government. Business Law:- To impart preliminary knowledge in respect of laws to be followed, while caring the business.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for Additional information	http://bbacollege.lptshgsankulamreli.org/2-6-1/
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the

institution.

- The college has clearly stated learning outcomes that are specified in mission and objectives statements.
- The students and staff are made aware of these through the acquisition of skill and knowledge about communication, reading-writing, presentation, group discussion, industrial visits, planning, decision making, marketing, banking transactions awareness etc.
- To make the teaching learning methods effective and to achieve learning outcome, teaching methods, our faculty members use modern teaching methods, aids and technology gradually to replace the traditional methods.
- The communication, reading and writing skill are assessed through exercises given in the classrooms. Competitive skills are developed more and more through participation of students in the different events.
- The group discussion, presentation, planning and decision making skill are assessed through seminar, workshop.
- The faculty members categorize students as weaker, average and advance learners by assisting them on the bases of group discussion, class performance and term tests.
- In order to improve the performance of the student's, college organizes remedial class for the weaker students, special coaching classes for the average students and special guidance for the advance learners.
- College organizes field studies, industrial visits, project, seminar, coaching classes for civil services, etc.
- Social awareness programmes are also organized by the departments and provides consultancy services.
- The achievements of learning outcomes are monitored by keeping a record of internal evaluation and university examination results of the students.
- The weaker students are given remedial coaching.
- The students are encouraged for participation in various curricular and co - curricular activities inside as well as outside the college.
- Discussion is made on the result analysis in the management and staff meeting in the beginning of every academic session.
- Corrective measures are taken to improve the learning outcomes.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for Additional information	http://bbacollege.lptshgsankulamreli.org/2-6-2/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

103

File DescriptionDocuments	
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://bbacollege.lptshgsankulamreli.org/2631-2/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://bbacollege.lptshgsankulamreli.org/students-feedback-report-bba-2020-21/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File DescriptionDocuments	
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File DescriptionDocuments	
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

00

File DescriptionDocuments	
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****00**

File DescriptionDocuments	
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year****00**

File DescriptionDocuments	
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities**3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

- **The extension activities enhance social commitment together with personal, civic and academic learning of the students.**
- **The NSS and sport activities inculcate the values of brotherhood, national integrity, and development of leadership and spirit of team work among the students.**
- **The students are engaged in the community development programmes through the following activities:**
- **Field work and social activities through NSS camp in the villages.**
- **NSS students participate in tree plantation programme,**

cleanliness campaign etc.

- Rallies and programmes are carried out for awareness of AIDS, tobacco, traffic, environment etc.
- Faculty members promote the students to participate in extension activities through organizing various programmes, events and competition in the college.
- The college offers extension programmes in addition to those supported by the university. The following activities are carried out which promote citizenship role.
- The college motivates the students all the way to be a good citizen. The institution encourages the students and faculty members to participate in the extension activities.
- The students are awarded by certificates or medals for such activities NSS camps are organized in rural areas to develop different values like brotherhood, equality and national integration.
- Literacy campaign is done during NSS camp.
- Tree plantation programmes are arranged.
- The messages of women empowerment, global warming, and female feticide are spread through rallies.
- Faculty development programmes are organized for staff and students.
- Professionals like doctors, lawyers, social activists are sharing their knowledge about community services through invited lectures for our students.
- The college maintains close links with local community.
- The local community is actively engaged in different activities through NSS and sports.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/nss-ncc/
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File DescriptionDocuments	
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

00

File DescriptionDocuments	
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

00

File DescriptionDocuments	
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

00

File DescriptionDocuments	
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

00

File DescriptionDocuments	
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- The college has adequate infrastructural facilities as a catalyst for ensuring academic excellence.
- The large campus having buildings, play ground, Computer laboratories, library is an example of need fulfillment.
- Organic nature of the campus helps the students to concentrate on their study.

- The Arya Samaj Hall having measurement of 14000 Sqft. which is used as seminar hall.
- The Institute has built big auditorium with around 600 or more seating capacity.
- The college has the facilities of LCD, projectors, E-library labs, language labs, computer labs, internet connection in laboratories, and spacious class rooms with all kinds of facilities for effective teaching.
- The college has computer Labs with Hardware and software up gradation, additional instruments and equipments for sports and Music department etc.
- The committee including the principal places suggestions regarding additional infrastructure facility as and when needed to the management committee.
- The management committee also monitors every aspect constantly to plan and ensure the available infrastructure whether is in line with its academic growth and is optimally utilized.
- The institution has provided the precious campus and facility which helps to keep college environment healthy and productive.
- The students are provided full advantage of library also.
- The hostel facility is provided to the students in the campus. The accommodation of deposit, shopping mall, beauty parlour and stationary is also provided to them.
- The availability of hygienic food, purified water, warm water, laundry, first aid etc. is also there.
- The college provides central computing facility for the staff and students at computer lab on all working days.
- The college provides computer and internet facility in the library also.
- The students are allowed to use e - resource facility in the E-library Lab.
- The college has long term planning for expansion of facilities to meet future development.
- The Institute has also its open air theatre and ample stage with measurement of 22682 Sqft. which is used for Sunday movie show as well annual functions.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/4-1-1/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- The Institution believes that sport is an important factor in the development of students.
- The college has a separate sports room and play ground for the students.
- The college has Sports ground of 168014 Sq.mt. size, this is in sharing with other institutes running under same campus. The college has an enthusiastic and dynamic sports director looking for practice and participation of students in sports activities.
- Institute is having sports equipments of good quality, which are made available to our students throughout the course. We have trained personnel/coaches to train students through physical education. Sports coaches are assigned for particular games. Experienced coaches help to improve mental skills of students. Coaches make various strategies to improve mental game of players for respective game.
- Institute is having Gymnasium with Power lifting, weight Lifting, and wrestling, judo equipments, cycling machine etc. Daily schedule is prepared by sports department for athletes for physical activities. In the early morning and evening students exercise in ground under the guidance of coaches is scheduled for athletes.
- College arranges yoga classes for students. Yoga day is celebrated every year, in which staff and students perform yoga early morning.
- The college organizes the following indoor and outdoor Sports:- Power lifting, Weight lifting, Wrestling, Badminton, Kabbadi, Kho - Kho, Volley ball, Judo, Archery, Carrom, Chess, Boxing, Rope pulling, Athletics, Cross country, Softball, Netball etc.
- Sports equipments like volley ball, softball, basketball, hockey kit, Cricket kit etc. is available for students in sports room.
- The students of the institution exhibit their performance by way of gymnasium on 26th January of every year. For the purpose gymnasium, all the implements like drum bells, lezim, etc. are available in the institution.
- The college has arrangements for first aid and medical care for the students as well as for the staff inside the campus. In case of any serious medical emergency, help is provided to the students by shifting them to nearby hospital

- The college has culture and music division which twined the students and conduct all kinds of programmes related to culture and music.
- The college organizes the following of extracurricular activities:- Debating, Dance, Drama, One act play, Essay writing, Quiz competition etc.
- The college organizes the following of cultural activities:- Youth Festival, Garaba competition, traditional Day, modern Day, Singing etc.
- The institution organizes events on personality development, women empowerment, self-defence etc.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/sports-activities/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

07

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/seminar/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1860977

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of the ILMS software : Library Information System(LIS)**Nature of automation (fully or partially): FULLY****Version: In house developed Software****Year of automation: 2006**

- The library has computers with internet connectivity for accessing e - journals. It subscribes journals and periodicals of national level. It has separate reading zones cater to the faculty and students
- Through database prepared by LIS, reading material are easily made available to the readers.
- By this software, following reports can be availed: Book search, Issue/return details, Missing book report, Use list (Staff & Students), Periodical details, charge collection details, Author list, Book history, Purchase detail, Subject List etc.
- OPAC (Online public access catalogue) is provided to the students and staff members to access the library collection.
- Library timings are from 10am. to 6pm., on all Working days.
- Library is having total 50 students seating space at a time.
- Content Management system for E LEARNING, audio and video CDs and DVDs are provided.
- E-Library facilities like DELNET and NDL is available.

- Printing, downloading facility is made available to the users as per need.
- The library staff is always ready to assist the students and staff in searching books and provide information about recently added books. The library staff helps to download the reference materials.
- University old examination paper sets are made available in the library for reference of students and faculty.
- Beside the textbooks our library enriched with various reference books to enhance knowledge of faculty as well students. Various magazines, newspapers and journals are available for them to update their knowledge with latest researches.
- Books related to competitive exams are available for students and faculty in library.

Faculty members provide the list of required books as per the syllabi and copies of the texts, reference books and journals needed for study and teaching. This is forwarded to the management committee. The librarian refers the details and contacts the suppliers or agencies. As per budgetary provision, the books and other reading material are purchased.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://bbacollege.lptshgsankulamreli.org/4-2-1/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

11

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

- The college provides central computing facility for the staff and students at computer lab on all working days.
- Number of computers with actual configuration: 90.
- Office computers are in LAN except laboratories
- Wi-Fi facility: Not available
- Internet Facility: 10 Mbps speed broadband available in Computer Labs.
- CPUs in Computer labs are updated with latest i5 4th Gen 2.80 GHz Processor and DDR III 4 RAMs and 500GB Hard disks.
- As well some CPUs in Computer labs are updated with latest i5 Processor 7th Gen 3 GHz and DDR IV 4x4 RAMs and 1TB Hard disks.
- The college provides computer and internet facility in

the library.

- The students are allowed to use DELNET, NDL, etc. e-resource facility in the library.
- The college intends to upgrade IT infrastructure and associated facilities by purchasing new hardware as well as software for different departments, administrative offices, computer labs and library.
- The college continuously upgrades the PCs with latest configuration available in the market.
- The college provides LCD, projectors and OHP to the faculties for better teaching and learning.
- The faculty members guide the students about how to operate computers, internet, printer, scanner etc.
- The computer technicians are always available for any need based assistance
- Campus monitoring is done under CCTV surveillance

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/computer-lab/

4.3.2 - Number of Computers

90

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****1860977**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- For the optimal use of the infrastructure, the institute has made advance planning.
- The infra structure of the institute consist of building, playground, seminar hall, language lab, computer lab, auditorium, plaza square, gardens, parking etc. The responsibility for maintenance of above all section has been imposed upon the concerned head of departments who are called coordinators or supervisors.
- Such officers are used to take surprise visit twice or more in a day to check whether maintenance is being done properly or not.
- For the maintenance and repair of infrastructure facilities, the following departments are active in the institution:
- Carpenter Department, Security Department, Electrical Department, Color work department, Gardening Department, Plumbing Department, computer department etc.
- For the maintenance of infrastructure facility, above department has ample staff which carries out responsibilities.
- The principal of respective colleges maintains register of maintenance in which complaints are to be noted. This register is to be forwarded to respective maintenance department through supervisors.

- Maintenance department further resolves the complaint and make a register entry for completion.
- The office of sports is responsible for the maintenance of implements of sports and play ground. The building is being maintained through plaza director.
- Annual and day to day maintenance and repairing of the instrument is carried out by the outside vendors and paid service bases.
- The maintenance of the laboratory equipments computers and other devices are carried out regularly by maintenance department of the institute.

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/4-4-2/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

07

File DescriptionDocuments	
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**07**

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to institutional website	http://bbacollege.lptshgsankulamreli.org/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**00****5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year****00**

File DescriptionDocuments	
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

E. None of the above

File DescriptionDocuments	
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File DescriptionDocuments	
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

00

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

00

File Description Documents	
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

- **The college has an active students' council.**
- **With a veiw to create awareness in respect of democracy, the institution used to organize election of the respectives of the students in a democratic way.**
- **The college arranges elections for Students to elect GS and JGS.**
- **As well the college appoints class representatives who are the toppers in their level in each stream who help in monitoring students' discipline, attendance, regular teaching work and other coordinating activities.**
- **The class representatives are appointed for each class and a general secretary and a junior general secretary for each stream.**
- **The functions of these members are to maintain discipline and healthy atmosphere of the college and to help the teachers in many ways.**
- **These members convey important news related to academic curriculum to their respective classes and streams.**
- **Log book and course completion letter is maintained by class representative. These are analyzed by these members and presented to management.**
- **Seminars topics are analyzed by these members and discipline is maintained during seminar work done.**
- **The college also appoints the students representatives to help in various activities like academic, sports, culture, NSS, NCC, WDC but they are not the members of any committee.**
- **The NSS students organize socially productive events and useful programmes.**

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/co-curricular-activities/
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

00

File DescriptionDocuments	
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

- **As such Institute is not having alumni association, but every year function of alumni students is arranged on 25th December. In which alumni students are asked to give their feedback of the institute in the feedback form.**
- **The priority is given to the suggestions of alumni. The suggestions are analyzed by management committee and appropriate actions are taken accordingly, which helps the institute to improve the performance quality.**
- **Alumni students are given chance to work in the institute as per requirement in respective departments.**
- **The college keeps the database of the students who have passed out from the college.**
- **The detail of staff and students like contact, address**

etc can also be seen in the staff and students biodata registers are maintained regularly.

- The G.S. and Joint G.S. of the respective year are the ex-officio office bearers of this meetings.
- The Institute has made an alumni form online on website to get students information.
- Institute implements the suggestions made by alumni. It is the belief of the institution that the long life reputation & progress of the institution depends upon the students & staff.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/5-4-1/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File DescriptionDocuments	
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision & Mission Statements Of Institute: Vision:-

- To create and develop the facilities and environment required for higher education that will provide gainful employment and instill a sense of social commitment, with a focus on the rural youth, to enable them to become responsible citizens of the nation.

Mission:-

- Mission of the college is to develop the students with higher knowledge, lifelong learning skills and groom them into responsible citizens; "Social transformation through Dynamic education" is the prime motto of the institute.

- The principal and faculty members design the quality policy and plans in the meeting with the academic director.
- The academic director also discusses the quality policy and plans in the meeting with the top management.
- The top management, the principal and the faculty member strictly follow the rules and regulations of the affiliating university while implementing the policy and plan.
- Regular meeting are conducted before the starting of each term.
- The top management, principal and faculty members always play supportive role for the better future of their students.
- To offer meaningful academic programmes by continuous update of the curriculum, pedagogy and research methodology to suit the changing needs.
- To respond the current social issues with academic acumens.
- Most of the students of our college are from rural and educationally weaker areas. They are from economically weaker sections of the society. The colleges take care of their education and provide excellent educational facilities to them. The vision and mission of the college is in tune with the education policies of the nation.

The college translates its vision in to activities like:-

- Providing quality education to the students of rural and educationally weaker sections of the society.
- Formation of various cells and committees for the academic growth of the students.
- To create vibrant atmosphere in the college for the all over development of students.
- The college has supportive administration and ideal infrastructure.
- The faculty members motivate the students for their academic excellence.

File Description Documents	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-1-1/
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

- The administration is decentralized as the independent Director, Principal, & Supervisor in normal situation. They take free decisions regarding academic & administrative matters under the consult of the management.
- University or government officials are contacted on phone or by letters whenever required.
- There is a perfect network of intercom telephone facilities for interacting with one another passing message to or the persons in questions.
- The Institute has effective internal co-ordination & monitoring system. The supervisors keep an eye on every academic as well as administrative activity and remains in constant touch with the principal as well as the director.
- The management representatives meet the faculty members as well nonteaching staff periodically.
- The principal with the support of the management and faculty members creates educational environment in the campus.
- Administrative powers and responsibilities are delegated to faculty members on the bases of their competence and commitment.
- .The faculty members create positive and motivating environment in the campus.
- The management monitors and evaluates the policies and plans of the institution with the help of system follow up mechanism. According to the system follow up report, the academic director deals with the principal and the principal implements and monitors the decisions with the help of various coordinators.

The policy statement and action plans for fulfillment stated mission:-

- The presidents and the management committee are completely involved along with the principal to formulate the policy and action plans for the development of the college.

Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan:-

- In the beginning of academic year, the plan is decided for both the semesters, events' schedule is also prepared and the provision for funds regarding purchase of library books, lab equipments and gymkhana equipment is made.

Interaction with stakeholders:-

- Periodically, direct interactive meeting are conducted with the students and their needs are considered for improvement. The suggestions from parents and alumni are also considered for the improvement of the college.

Proper support for policy and planning through need analysis, research inputs and consultations with stakeholders :-

- Suggestions from parents, past students are considered for improvement of infrastructure and quality in education.

Reinforcing the culture of excellence:-

- Culture of excellence is created through various platforms i.e. NSS activities, cultural activities, gymkhana and sports activities and festivals. Also the students are sent to participate in state and university level events. The students who get ranks are awarded by the college also.

Champion organizational change:-

- Social commitment is made through different festivals and the platform of NSS to create competitive spirit among the students and the best speakers are also invited. Attitude of excellence is also imbibed on the students through the social activities which are also a part of curriculum.

File Description Documents	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-1-2/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- The college has well defined perspective plan for development.
- The plan consist of different aspects for the proper functionary of the college such as teaching and learning, research and development, academic development, infrastructure development etc.
- To implement this plan in a meaningful manner, adequate measures are taken by the college.
- The college involves the students in different social activities to impart the values among them.
- The management has established LMC including teaching and non teaching staff for smooth and effective functioning of the college.
- The institution has a formally stated quality policy.
- It is developed according to the stated vision, mission and objectives of the institution.
- LMC and other committees develop the policies as per requirements.
- All academic matters are monitored by different head of departments.
- The stated policies are reviewed periodically by the management.

Quality improvement Strategies of the institution for the following: Teaching & Learning:-

- **Teaching:** - The college promotes faculty members to upgrade their qualification, to attend seminars, workshops and conferences and present paper to acquire better knowledge as well as teaching skills. They are provided with all essential facilities like LCD, like LCD, projectors, audio, models, charts etc. for better teaching.
- **Learning:-** Attendance is made compulsory for all the

students strictly according to the affiliating university norms.

- Daily tests and periodic exams are conducted to evaluate their learning capability.
- The work like projects and assignments are given to them.
- The feedbacks from students are taken for every term and analyzed for further improvement.

Research and development:-

- The faculty members are suggested to refer some research journals of selected area of research and encouraged to participate in conferences and seminars and workshops.
- They are provided with all equipments and internet connection for research work.

Community engagement

- The college encourages students to take part in NSS, sports and other extension activities.
- Through these activities our students, faculty members and management are engaged in different community activities like blood donation camp, NSS camp for the awareness about social issues, national integrity, environmental problems etc.

Human Resource Management:-

- The faculty members are recruited as per the requirement before the beginning of the year.
- Faculty development programmes are organized to upgrade the faculty members.
- The college has a mechanism to monitor the performance of the faculty members.
- The functional freedom is given to all the respective departments.
- The non - teaching staff perform their role for the proper functioning of the college.

Industry Interaction:-

- The college organizes industrial visits and study tours of the students to provide exposure of manufacturing process to them.
- The college also organizes guest lecturers of industrialists for the students.

File DescriptionDocuments	
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-2-1/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

General Structure of the organization:

President | Directors | Principal | Vice principal |

Teaching staff Non teaching staff

- **The management of the college is the policy making body.**
- **The principal is the official link between the management and the college.**
- **The plan is discussed and developed for academic and infra structural development every year.**
- **The principal and other officials monitor this plan for efficient implementation.**

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-2-2/
Link to Organogram of the Institution webpage	bbacollege.lptshgsankulamreli.org
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

- The faculty members are encouraged to attend the orientation and refresher programmes for the enrichment of subject knowledge.
- The college arranges faculty development programmes for teaching and non teaching staff to enhance their professional capabilities.
- The faculty members are encouraged to participate and arrange seminar, workshops and conferences.
- Faculties are awarded by choosing the best teacher among them.
- The faculty members are encouraged to attend the training programmes organized by the affiliating university for syllabus change etc.
- The college provides duty leaves to the staff members in certain circumstances.
- The teaching and non - teaching employees are benefited with EPF (Employees provident fund).
- A one day tour is organized separately for teaching and non - teaching employees in whom the expenditure is shared by the management.
- Uniforms are provided to teaching and non teaching staff every year.
- The college always encourages the faculty members to clear NET/SLET and entrance for Ph.D to upgrade their qualifications.
- The college invites the eminent faculties with respect and honor.
- Satisfactory salary grades and other remuneration are provided according to their performance.
- Annual and additional increment is provided to retain

experienced and eminent faculties.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-3-1/
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File DescriptionDocuments	
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

00

File DescriptionDocuments	
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

00

File DescriptionDocuments	
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

- Performance assessments of teaching and non teaching staff are made by the various academic and administrative heads respectively and supervisors and students feedback**

through constant monitoring & entrusting the confidential reports/ feedback to director.

- Senior teachers visits classes by time to time are also in practice and reports with remarks are submitted to the management through principal and thereafter also proper steps are taken to improve the teaching.
- The performance appraisal of teaching staff is collected at the end of every academic quarter and evaluated by the principal also.
- Feedback of teaching staff is collected from students quaterly and analysed by management, which is a main criteria for performance appraisal.
- Performance of the non-teaching staff is also evaluated by the heads of the department and the principal.
- The principal conveys both satisfactory and non satisfactory report to the management.
- Management suggests for the improvement about the performance of teaching and non teaching staff.
- Appropriate action is taken by the management by reviewing the performance appraisal reports of the employees.
- The principal communicates to the concern employee whose performance is below average or managment directly ask to the person for improvement.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-3-5/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

- The college has an internal audit mechanism.
- The internal audit is carried out by chartered accountant appointed by the parent management and is approved in the Local Management Committee(LMC).
- Audit is carried out every year by appointed charted account.
- Audit report is prepared by CA and submitted to the Institute.

- This audit reports are well maintained by the Institute.
- Institute is following transparent account policy and there were no any audit objections.
- Our account division make a record of each and every purchase entry by accounting software.
- The salary of each and every employee is deposited in their salary accounts.
- The labors are given their pay in the form of cheque of account payee.
- Every transaction is supported by vouchers and all the collections are deposited in the bank.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-4-1/
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File DescriptionDocuments	
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- The college has a transparent system of accounting.
- Reserve and endowment fund is maintained for particular college regularly by account office of the institute.
- The revenue and income come by the voluntary donations and assistances provided by the institutions, members of the trust and other well-wishing citizens of India and

Abroad, is used for development of the institute.

- Various committees are active in the institution, who takes note regarding maintenance of equipments. And accordingly requirement is evaluated.
- Requisition in respect of requirements of equipments, computer labs accessories, college building etc. are being purchased by bills only and entry register is maintained accordingly.
- As per the necessity of the materials, the director gives sanction on the spot.
- The institute has purchase officer. If the material is of high value, the Institution has adopted method of inviting quotations and thereafter purchase officer find out the lower value quote and approves through the management.
- The Institute has adopted system to purchase required material through bills respective of values.
- No any specific amount has been allocated in the budget but the amount is provided throughout the financial year whenever required.
- Also the principal is free to place any budgetary requirements during the whole financial year at any time before the LMC.
- The utilization of budgetary fund is monitored by the LMC.
- The salary of each and every employee is deposited in their salary accounts.
- The labors are given their pay in the form of cheque of account payee or deposited in salary accounts.
- Every transaction is supported by vouchers and all the collections are deposited in the bank.
- Fee is collected from the students as per parent university norms.
- Financial help is provided by public leaders and parent management. There is no deficit in these last four years.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-4-3/
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The institute has recently established an internal quality assurance (IQAC) cell. IQAC is formulated to make SSR process easy.

The IQAC has been established in the Year 2017 Chair Person: Ms. Sweta Savaliya Management Representative: Mr. Mansukh Dhanani Faculty Members: Mr. Hardik B. Malkan, Mr. Ajay M.Vala, Ms. Asha H.Javiya IQAC Co-Ordinator: Ms. Tejaswini D.Pandya

Still Other Committee members are decided to finalize.

- **Quality is assured by full time planning, reviewing, implementing and improving the performance as per the guidelines of Parent University.**
- **Our Management of the college is keen to sustain the academic and administrative quality**

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-5-1/
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institute has recently established an internal quality assurance cell. IQAC is currently focusing to prepare institute for accreditation and assessment. Institutional mechanisms are in place to continuously review the teaching learning process. It's structure, methodology of operations and outcomes is as followed: Structures:-

- **The college has generated mechanism for checking the teaching - learning process.**
- **It involves direct interaction with students and feedback.**

Methodology of operation is:-

- Teaching plans
- Review of percentage of syllabus completion is taken
- Checking of Syllabus completion
- Internal assessment is conducted
- Endurance of students is regularly checked.

Outcome:-

- Improved quality and progress is reflected in result and internal marks.
- The college communicates its quality assurance policies, mechanisms and outcomes to its stakeholders by the following means:
 - Institution prospectus
 - News papers
 - Notice board
 - Press release
 - College website
 - Staff meeting, parents meeting & students meeting.

File DescriptionDocuments	
Paste link for additional information	http://bbacollege.lptshgsankulamreli.org/6-5-2/
Upload any additional information	No File Uploaded

<p>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</p>	<p>D. Any 1 of the above</p>
--	-------------------------------------

File Description	Documents
Paste web link of Annual reports of Institution	http://bbacollege.lptshgsankulamreli.org/first-iqac-meeting-bba-2020-21/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- **The Institute is providing education to girl students only. So, no such gender equity promotional programs organized.**
- **The Institute has been established by a particular community of Gujarat but the admission to the students of all the communality has been given,**
- **But to create awareness regarding gender equity and provide guidance, the institution has constituted Women Development Cell (WDC)**
- **Various speeches are organized related to gender equality, gender sensibility, legal awareness, health awareness, self defence, disaster management etc through the WDC.**
- **The college tries to supplement the curriculum with the topics like environmental education, awareness about the Indian constitute, gender equality, awareness about human rights and duties.**
- **The college encourages the students to participate in sports, NSS, NCC and other competition also. Our students achieved many medals in sports activity at district and state level.**
- **The college provides first aid facility for the staff and students for health related minor events.**
- **At present the Institution has not started education related to gender equity but the institution is thinking to start such education in future.**

File DescriptionDocuments	
Annual gender sensitization action plan	http://bbacollege.lptshgsankulamreli.org/7-1-1/
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://bbacollege.lptshgsankulamreli.org

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

E. None of the above

File DescriptionDocuments	
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management:

- **Waste bins are placed at every department which generates waste.**
- **Every year, we store dead stock scrap materials and papers to recycle at the end and dispose off.**
- **Labours are appointed to collect waste from different bins and disposal of this waste is transported to the regional disposal place provided by municipality.**
- **Plastic waste is eliminated by natural method.**
- **Paper waste is collected from different department and transported to a paper stock dealer for recycling.**

Liquid waste management:

- Acids, alkalis and other chemicals are drained with plenty of water so that they get diluted and can't cause harm in the laboratory for science department present in the campus.
- Under ground pipe lines are well planed to manage liquid waste of the college buildings as well hostel buildings.

E-Waste Management:

- Reuse of most of the electronic equipments and other materials whenever possible.
- After the end of lifetime, computers and their accessories are sold as scrap to local vendors in a proper way.
- E - Waste is dumped in the college campus in proper way.

File DescriptionDocuments	
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	http://bbacollege.lptshgsankulamreli.org/maintenance-services/
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File DescriptionDocuments	
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

E. None of the above

1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	
---	--

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human

E. None of the above

assistance, reader, scribe, soft copies of reading material, screen reading

File DescriptionDocuments	
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

VTU is undertaking various initiatives in the form of celebration of days of Eminent personalities National Festivals, NSS, YRC and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment, These functions help in developing tolerance harmony towards culture, region and linguistics and also communal social economics and other diversities. The subject Constitution of India and professional ethics is made mandatory to all BBA students across disciplines. Convocation ceremony is conducted every year, where the convocation address is delivered to inspire and motivate the students for future journey. Two important national festivals, Republic Day and Independent Day are celebrated every year in University Head Quarters and It's Four Regional centre. All teaching, non teaching staff and students participate for the cause of nation. The inspiring speeches are conducted.

File DescriptionDocuments	
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex. Fairfield Institute of Management & Technology sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative during last five years.

File Description Documents	
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,

E. None of the above

teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- The institute organizes functions to celebrate national days like 15th of August, 26th January etc. In which students of NCC cadets perform parade as well Sports drilling is organized. Students perform yoga, gymnastic etc in drilling program.
- The college organizes cultural and music functions to celebrate national festivals.
- Martyrs' Day is celebrated. Two-minute silence is performed on Shahid/ martyrs' Day.
- The institution organizes talk and guest lecturers for inculcating the moral of celebrating particular days among the students.
- Constitution Day/ National Law Day is Celebrated every year.
- The college celebrates teacher's day. On the Teacher's Day, the students take classes as if they are teacher and under the marking scheme concerned class rankers gives them numbers based on their performance and certificates are also being given to the students as to inspire them to think in respect of education.

File Description Documents	
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The two best practices implemented by the institution are: Promotion of sustainable environment Social commitment and community outreach.

BEST PRACTICES - 1 Title: Promotion of sustainable environment

Objectives of the Practice Environment sustainability is of utmost importance in the light of increasing environmental degradation; and the same can be accomplished with the implementation of eco-friendly facilities and practices. The objectives of promoting environment sustainability are:

- To reduce overall carbon and ecological footprints, to find innovative ways to reduce pollution, to promote the sustainable use of natural resources by implementing simple everyday practices to larger, innovative ones.**
- To nurture generations of students who are sensitive to environmental concerns. The need of the present times is to educate the youth and the public about sustainability. The efforts of each of us can bring about significant positive changes in the pollution levels and ensure healthier lives for all of us.**
- To maintain a waste-free, pollution-free, healthy, and eco-friendly green campus**

The Context As Shree Leuva Patel Trust B.B.A. Mahila College has abundant plants and sunlight, it had become important to transform productively green waste and sunlight into sources of sustenance. To this end, the college has implemented mechanisms by which wastes can be utilised for the production of compost, and for its use as fertilizer in the college lawns and garden.

The greenery on Shree Leuva Patel Trust B.B.A. Mahila College campus is an oasis amid the neighbouring commercial establishments and the traffic on the roads. Tapping the sunlight for generating solar energy is an important step towards reducing carbon footprints. The energy thus generated fulfils about half the energy requirements of the college.

In order to sustain the clean and green environment of the college, balance between utilization and transformation/disposal of wastes has to maintain. Routine generation of piles of used-paper presents challenges as well as possibilities. Waste papers can thus be recycled into new ones for multiple uses. Large quantity of green waste is generated in the college premises, which is effectively composted as manure.

The Practice Shree Leuva Patel Trust B.B.A. Mahila College is steadfastly committed towards creating an eco-friendly and sustainable campus. Instilling the urgency of environmental conservation and environment sustainability is realised through the following practices:

Events and campaigns

The college regularly organizes various events and campaigns to spread environmental awareness:

Refill the pen campaign

Campaigns for discouraging the use of polythene

Several campaigns by Eco-Club and NSS for creating awareness through social media are conducted. Student volunteers interact with the public to generate consciousness among them about the responsible use of natural resources.

Students also visit biodiversity parks, wetlands and other places of ecological importance and learn ways to protect and conserve the environment.

Maintaining a green campus and a herbal garden

Leuva Patel Trust B.B.A. Mahila College has a lush green vehicle-free campus. Dedicated area for parking has been allotted in the sports ground; vehicle movement and parking in the main campus is prohibited.

The college has about 700 varieties of trees on campus that balances the ecosystem of the surrounding area.

A herbal garden in the premises, with different species of medicinal plants, provides a healthful ambience in the college.

The Solar Power Plant

A 75 KWH solar-power plant was installed on the college rooftop and has been operational since January 2017. Since the installation of this plant, the college has not only been saving expenditure on electricity but also effectively reducing the use of non-renewable resources.

Vermicompost Unit

The vermicompost unit at Smt Shree Leuva Patel Trust B.B.A. Mahila College converts green and food waste to vermicompost, which is used in the college garden.

Paper recycling machine

Waste paper is recycled into fine quality paper for several uses in the college.

Evidence of Success

Reduction in electricity bill - The electricity bill of the college has considerably reduced after the successful operation of the rooftop solar power plant. Reduced carbon footprint - The college has significantly reduced carbon footprint that occurs because of conventional sources of power generation. Use of solar lamps - Following the example of Shree Leuva Patel Trust B.B.A. Mahila College, other institutions have made efforts to install solar power plants in their premises. Students and staff in the college are using solar lamps instead of electric lamps. Heightened awareness among staff and students - We have been able to create awareness amongst staff and students of our college regarding environmental challenges and the need for sustainability. Our students have received appreciation from the public during several campaigns; many people have promised to use the resources wisely and make all efforts to protect and conserve the environment

Problems encountered and resources required Greater initial cost and investment - Shifting to renewable resources is a

costly affair and support and involvement from the government front is prerequisite in terms of financial assistance and subsidy. Challenge in motivating people - The public needs to be educated and motivated towards sustainability. Continuous efforts are made to create a general shift in the mindsets of the students and college staff towards generating an environmental consciousness. Lifestyle changes - Lifestyle needs to be modified for sustainable living by judicious use of energy sources. Shree Leuva Patel Trust B.B.A. Mahila College has made continuous efforts through rallies, campaigns, competitions and regular posts on social media to create awareness towards sustainable living.

BEST PRACTICE - II Title: Social Commitment and Community Outreach Objectives of the Practice

This practice aims to foster the spirit of social service in our students so that they learn to recognize it as a larger conditioning framework of their education. We aim to generate awareness amongst students towards existing social disparities in income, education, health and nutrition; and to instill compassion and empathy in the minds of youth towards the needs of the underprivileged sections of the society. Education without social commitment is incomplete. We work for the betterment of marginalised section of the society and help them through various outreach programmes.

The Context

Social inequities and lack of opportunities characterise the lives of people from low socio- economic background, be it the lack of sustainable livelihood or educational opportunities, or be it the low access to healthcare and hygiene. Education, however, is the only leveller of such disparities. Education system in India can bridge these gaps by creating awareness among the youth of the nation. Shree Leuva Patel Trust B.B.A. Mahila College imparts a holistic education with the aim of sharpening the social sensibilities of the students. Several committees and societies in the college develop a comprehensive action-plan to address social issues in the long run. Students at Shree Leuva Patel Trust B.B.A. Mahila College are involved in the execution of these plans and are offered several opportunities to engage in community service empathetically

The Practice

The college creates a synergy between its community work and outreach platforms such as the NSS, the WDC, the Eco-Club, and the Alumni Association, thereby creating a multivalent and mutually renewing forum for meaningful dialogues, actions, and interactions. Shree Leuva Patel Trust B.B.A. Mahila College organises programmes to sensitise youth towards the needs of the under-privileged.

Efforts towards inclusion:

The NSS volunteers regularly visit Raen Basera (night shelters) near Shree Leuva Patel Trust B.B.A. Mahila College. Students visit and interact with the occupants and discuss issues related to health, hygiene and education. The volunteers also teach young children living in the Raen Basera. They celebrate festivals like Diwali and other major festivals with them as a small effort towards inclusion.

Educating the underprivileged in Ambedkar Nagar: .

Ambedkar Nagar is a "jhuggi-jhopri", a colloquial name for unauthorised slums located on bypass near to college. The college organises literacy and health and hygiene awareness campaign in this area. The NSS organised a programme Pehal: Ek Prayaas; as part of this programme, children from Ambedkar Nagar visited the college for a month-long literacy programme. In this programme, the student volunteers taught these children under the supervision of the faculty members in two shifts - morning and afternoon.

Recreational activities for the underprivileged children:

Several competitions like dance, painting, poetry and sports events were also organised for children from Ambedkar Nagar

Sharing and caring: Festivals like Ganpati festival, Saraswati Pooja and Independence Day were celebrated by organising various activities for them. Awareness programmes against alcoholism and drug abuse: Alcoholism and drug- addiction is one of the major problems in Ambedkar Nagar. Not only do the men waste a major part of their family income on alcohol and drugs, they also indulge in fights with family and neighbours, under the influence of these substances. One of the major problems reported by the women of Ambedkar Nagar area is domestic violence. Student volunteers perform plays and organise rallies to highlight

Evidence of Success

Sensitisation of students and awareness of social responsibility: Various practices adopted by the college have been extremely successful in the intensity and reach of its vision and action. The college has not only been able to sensitise its volunteers and other students about the need and nature of social work but has been successful in reaching out to the residents of Ambedkar Nagar

Enrolment of children from slums to schools: Owing to the efforts of student volunteers and their commitment to provide basic literacy among slum children, the volunteers witnessed increasing interests among the children to be educated; some children from slum areas have enrolled in schools.

Empathy in students: In general, students have become observant of the requirements of homeless people sleeping under flyovers, in Raen Basera, and on the roadsides. Looking at their poor living conditions, students and the staff expressed compassion and empathy by initiating food and clothes distribution drives. Sanitary pads and other daily use items were collected in the college and later on distributed to these needy people.

Relief to drug addicts: Women of Ambedkar Nagar, who are the worst receivers of substance abuse, have appreciated the efforts of the NSS at Shree Leuva Patel Trust B.B.A. Mahila College in alleviating alcoholism and drug addiction. Through plays, rallies and other campaigns, we have been able to garner the attention of the slum dwellers and the public towards these issues.

Steps toward women empowerment: The NSS and the WDC, through its path-breaking work of training underprivileged women and making them self-reliant, have created a sustainable entrepreneurship model among the women. This in itself is an inspiration to the students while favourably influencing socio-economic conditions at the grassroots level. By teaching Bandhani dupatta making and sanitary-pad making to underprivileged women, students have helped them achieve livelihood. Shree Leuva Patel Trust B.B.A. Mahila College has made continuous efforts to make a little difference in the lives of underprivileged people, and by far the college has accomplished these goals in small measures

Problems encountered and resources required Resistance by the

slum inhabitants towards change:

The mindset of the inhabitants of the local slum had to be gradually changed by the NSS volunteers and faculty advisers. The volunteers could eventually convince them of their well-meaning intentions through their sustained efforts at social amelioration.

Challenges of convincing people about the importance of education:

Illiteracy and poverty are interrelated and deep-rooted problems of our society. For a poor person, food is more important than education. Convincing people to send their children to school instead of sending them to work is very difficult. Consistent, continuous efforts are required to convince parents to send their children to school with very little success.

Difficulty in sensitising to alcoholic abuse:

Alcoholism is a rampant problem in our society. Alcoholic abuse aggravates domestic violence. Student volunteers have made efforts to convince young men in the neighbouring area not to take up alcohol and save their future and their families.

Cost and funding issues:

Planning visits to destitute homes requires resources. Hiring a bus costs approximately Rs. 6000 to Rs.7000 per trip, depending upon the location of the destitute home. For the evils of substance abuse through interaction with the people from Ambedkar Nagar

Generating employment by teaching skills:

Students taught bandhni dupatta and sanitary pad making techniques to the women living in slum areas to make them self-reliant.

Financial aid and help:

Shree Leuva Patel Trust B.B.A. Mahila College organises visits to destitute homes like Apna Ghar and Earth Saviors Foundation. These homes offer shelter to people who have been abandoned by their families due to financial or health issues. Our students

interact with them, share their problems, and extend help wherever possible.

Awareness for protecting the environment:

The Eco Club has played a seminal role in educating the students about the pressing needs to conserve the environment through eco-friendly practices. Multiple approaches to addressing environmental issues like effective organic and e-waste management procedures and locality cleaning drive have become a model of sorts for green initiatives in the area. regular visits, a large amount of funding is required. More financial resources and local partners in this comprehensive endeavour are required.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Institute has the vision as follow:

- To create and develop the facilities and environment required for higher education that will provide gainful employment and instill a sense of social commitment, with a focus on the rural youth, to enable them to become responsible citizens of the nation.

The college priority to translate vision in to activities like:-

- Providing quality education to the students of rural and educationally weaker sections of the society.
- Formation of various cells and committees for the academic growth of the students.
- To create vibrant atmosphere in the college for the all over development of students.
- The college has supportive administration and ideal infrastructure.

- **The faculty members motivate the students for their academic excellence.**

File Description Documents	
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Curriculum: To develop center of excellence Improvement in teaching learning program curriculum processes Academic: Higher performance and results in competitive examination Higher placement Research: To start research activities/centre. To motivate staff and students for PhD. programs and research activities. To promote Major and Minor Research programs Establish collaborative network with industries. Students: Participation in various activities for holistic development Effective student mentoring system Strengthening of innovation council and career development cell, placement cell, entrepreneur development cell. Faculty: To increase representation of teachers for state/ national/ international level conferences, seminars and workshops, refresher and orientation courses. Participation in faculty development programs and industrial training Overall improvement and Administration: Strengthening of alumni association Strengthening IQAC activities.