



## **Annual Quality Assurance Report (AQAR) of the IQAC: 2009-10**

# **SPB English Medium College of Commerce, Surat.**



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

Name of the Institution: **SPB English Medium College of Commerce**

Year of Report: **2009-10**

### **Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement:**

After taking into considerations the report of the Peer-Team of the NAAC, the IQAC, as a matter of priority resolved to focus on the points of the report as an action plan towards the quality enhancement.

- To explore the possibilities for offering more options at UG and PG level.
- To represent the issue of expansion of interdisciplinary approach in the curriculum and introduction of a system through which Add-on courses and Bridge courses can be introduced.
- To develop a formal system of collecting feedback from the students.
- To chalk out a formal arrangement for personal counseling and monitoring for the students.
- To increase the use of ICT based teaching method.
- To explore the way of setting up a fund for funding research activities.
- To encourage the teachers and students to get sponsored major and minor research projects.
- To try to generate revenues from consultancy and to have collaboration arrangements
- To speed up the process of computerization of library.
- To provide more scholarships to the meritorious and needy students.
- To increase the computer facilities for teachers and the research students to boost the

research activities.

- To strengthen the activity of remedial programme.
- To make efforts to increase the placement activity.

## **Section B: Details in respect of the following (attach separate sheet).**

### **1. Activities reflecting the goals and objectives of the institution**

Activities reflecting the goals and objectives of the college are carried out through the planning, coordination and monitoring by the following committees.

- (i) Cultural and Social activities committee
- (ii) Sports and Games Committee.
- (iii) Educational Excursion Committee
- (iv) Career Counseling and Placement committee
- (v) Debate and Elocution committee
- (vi) NSS and NCC related activities committee
- (vii) Planning Forum Committee
- (viii) Library affairs committee
- (ix) Research Study committee
- (x) Internal evaluation committee

The nomenclatures of the above committee are self-explanatory about the nature of activities carried out under their guidance. The annual reports of all the above committees are published in the magazine of the college. The highlights of these activities are reflected in the details of the subsequent points and therefore to avoid duplication the detailed reports are not given here.

### **2. New academic programmes initiated (UG and PG)**

The possibilities for offering more options at UG and PG level are being explored.

### **3. Innovations in curricular design and transaction**

Efforts are being made through BOS and Faculty of Commerce for working out innovations in curricular design and transaction.

### **4. Inter-disciplinary programmes started**

The issue of expansion of interdisciplinary approach in the curriculum and introduction of a system through which Add-on courses and Bridge courses can be introduced is taken out at university level.

### **5. Examination reforms implemented**

The examination reforms process has been taken out by the university. The college has the policy of following all the rules and regulations and norms laid down by the university scrupulously.

### **6. Candidates qualified: NET/SLET/GATE etc.**

None of our faculty members is required to qualify by passing NET/SLET/GATE.

### **7. Initiative towards faculty development programme**

Three teachers 1. Dr. Martina R. Noronha, 2. Dr. Aishwarya A. Kulkarni and 3. Ms. Hira A. Pandya attended FDP during this year.

### **8. Seminars/workshops conducted/participated**

The College organised a state Level Seminar on Direct Taxes Code – 2009 and a seminar on Corporate Social Responsibility in association with Surat South Gujarat Chapter of Cost Accountants. Details are as under:

#### **State Level Seminar: Direct Taxes Code - 2009**

The College organized a State Level Seminar on 14<sup>th</sup> Nov. 2009 to orient and update the Academicians and the professionals about the Direct Tax Code and its effects.

The seminar was highly successful event with more than two hundred participants from all over the state. Dr A.K.Singh the Chief Commissioner of Income Tax delivered the key note address highlighting the, “Difference between the Current Income Tax Law and the Proposed Direct Tax Code”.

Technical experts delivered their address on various aspects of Direct Tax Code-09. Chartered Accountant Shri R.N.Veparidiscussed at length the **Background and Strategy of Direct Tax Code**.Chartered AccountantShri Saurin Shah spoke on Significant Changes Impacting Computation and Taxation of Companies and Wealth Tax,Chartered AccountantShriHiren Diwanspoke on Direct Tax Code forNon Profit Organization andChartered AccountantShriKeyur Mehta spoke on Penalty Prosecution and Special Provision to Prevent Evasion in Direct Tax Code.

There was a lot of deliberation amongst the learned faculty and subject experts on the new tax-code. It was an enlightening experience. A compact disc containing all the available materials on Direct Taxes Code-2009 was distributed to participants.

#### **A seminar on Corporate Social Responsibility**

It was for awareness about Corporate Social Responsibility among students and public. The seminar was funded by Ministry of Corporate Affairs. It was organised by Ministry of Corporate Affairs, Government of India and Surat South Gujarat Chapter of Cost Accountants of WIRC of ICWAI in association with our college on 19<sup>th</sup> December 2009.

Faculty members published three papers in peer reviewed journals and presented 19 papers and attended 95 seminars/conferences/workshops.

Three faculty members were resource persons/ experts on five occasions.

#### **9. Research projects a) Ongoing; b) Completed**

At present there is no on going research project.

#### **10. Patents generated, if any**

NIL

#### **11. New collaborative research programmes**

NIL

#### **12. Research grants received from various agencies**

NIL

### 13. Details of research scholars

Research scholars registered under various guides are as under:

Sr.No.	Name of Research Scholar	Name of the Research Guide
1	Mr. Kalpesh S. Tailor	Dr. V. D. Naik
2	Ms. Mayuri K. Desai	Dr. V. D. Naik
3	Mr. Harshad Tandel	Dr. V. D. Naik
4	Ms. P. P. Jariwala	Dr. M. R. Noronha
5	Ms. P. U. Mehta	Dr. M. R. Noronha
6	Mr. Sanjay Shinde	Dr. M. R. Noronha
7	Ms. Minal Patel	Dr. H. S. Oza

### 14. Honors/Awards to the faculty: National and International

Joint paper of **Dr. Martina R. Noronha and Mrs. P. U. Mehta** was awarded the 'Best Paper Prize' on 'Corporate Governance and Investment Decisions' presented at National Seminar on Current Issues in Corporate Governance organized by the Post Graduate Department of Business Studies, UGC-SAP at Sardar Patel University, Vallabh Vidhya Nagar on 29<sup>th</sup> January, 2010.

**Dr. Heena S. Oza** was elected as chairperson of Surat South Gujarat Chapter of Cost Accountants.

### 15. Internal resources generated

Ours is the grant-in-aid college. Besides grants, we are allowed to collect the fees prescribed by the university which is the main internal source for us.

**16. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes**

NIL

**17. Community services**

Community services of the college are reflected in the activities of N .S. S. unit of the college. It has conducted the following activities.

**Programme officers:** DR. (Ms) P. P. PRADHAN. And DR.(Mr.). A. N. PANDYA

11<sup>th</sup> August 2009 : Patriotic song competition was organised by the N.S.S. unit of the college. The following Students secured the prizes.

Group Category:

1st Prize- Friyana & Group (T.Y.)

2nd Prize - Patel Priyanka (S.Y)

Patel Gaurav (S.Y)

3rd Prize - Mignesh Rana (F.Y)

15<sup>th</sup> August 2009 : Independence Day celebration at the college campus.

4<sup>th</sup> Sep 2009 : Class room cleaning competition.

5<sup>th</sup> Sep 2009 : Teacher's Day Celebration

7<sup>th</sup> Sep 2009 : Attended workshop organised by National Institute for Woman and Child development

14<sup>th</sup>-17<sup>th</sup> Sep 2009: Six Peer Educators (students) attended workshop for the Activities of Red Ribbon club in our college.

18<sup>th</sup> Sep 2009 : Student participated in the campaign on community awareness programme for H.I.V.-AIDS. An exhibition was also held for H.I.V.-AIDS awareness organised by V.N.S.G.U. Surat and Surat AIDS Prevention and Control Unit, S.M.C.

28<sup>th</sup> Oct 2009 : Students participate in Swarnim Gujarat Asmita Yuva Sibir.

24<sup>th</sup> Nov 2009 : Poster Drawing Competition on AIDS Awareness was organised in the college campus.

**The following students secured the prize :**

1st Prize : Niyati Gandhi (F.Y. B.Com)

Parmar Khyati(F.Y. B.Com)

2nd Prize : Shah Arpit (S.Y. B.Com)

3rd Prize : Bhotika Shikha (S.Y. B.Com)

1<sup>st</sup> Dec 2009 : HIV -AIDS awareness rally Organised by N.S.S. Unit from S.P.B. Campus to Royal Park.

1<sup>st</sup> Dec 2009 : HIV -AIDS awareness rally Organised by Surat Municipal Corporation at Pt. Dindayal Indoor Stadium. Surat.

4<sup>th</sup> Dec 2009 : Inter Class drawing competition on "Communal Harmony"

**The following students secured the prize :**

1st Prize: Safiya Khapea (S.Y. B.Com)

2nd Prize: Vartika Jain (S.Y. B.Com)

Consolation Prize : Bhotika Shikha (F.Y. B.Com)

Shikha Bhotika (S.Y. B.Com)

15<sup>th</sup> Dec 2009 : Blood Donation Camp was organised by N.S.S. Unit of the college.

26<sup>th</sup> Dec 2009 : Blood Donation Camp was organised along with Pathshala Group in the college campus.

**18. Teachers and officers newly recruited**

NIL

**19. Teaching - Non-teaching staff ratio**

15 : 11



## 20. Improvements in the library services

- ❖ The process of full computerisation of library has been taken up.
- ❖ The college library collection is enriched with a good collection of multi-lingual dictionaries and career guidance manuals.
- ❖ Regular features of book reviews, book exhibitions were conducted.
- ❖ Books and research journals are exclusively added by keeping the research students in mind.

## 21. New books/journals subscribed and their value

During the year college added 53 titles, valuing total ` 13,949 from internal resources and 89 titles, valuing total ` 28,880 from UGC grant fund.

## 22. Unit cost of education

The unit cost of Education is as follows:

- (i) including the salary component: ` 7035
- (ii) excluding the salary component: ` 504

## 23. Computerization of administration and the process of admissions and examination results, issue of certificates

The computerization of administration and the library has been initiated.

## 24. Increase in the infrastructural facilities

Increase in infrastructure facility along with its cost:

<b>Infrastructure facilities</b>	<b>Cost</b>
Computers	24,002
Projectors	34,500
Xerox Machine	60,000

Laser Printer	7,499
Library Books	87,701
Journals	1,425

**25. Technology upgradation**

The process of technology upgradation is in progress.

**26. Computer and internet access and training to teachers, non-teaching staff and students**

The expansion process for computers and internet access to students and teachers and office staff has been taken up.

**27. Financial aid to students**

Financial support from	Number of students	Financial Aid in (₹)
Government	141	₹ 2,24,365
College/ Other sources	10	₹ 11,330

**28. Health services**

Health related services are provided to students and staff of Sarvajanic Education Society through the Health Center setup by Management in other campus which is less than two kilometers away from our campus.

**29. Performance in sports activities**

The performance in sports is reflected in following points.

- ❖ TABLE TENNIS (Male) Team secured the RUNNER'S UP position at the V.N.S.G.U inter-college tournament organized on 3d and 4<sup>th</sup> September.

- ❖ The college organised V.N.S.G.U. inter-college TABLE TENNIS (Women) tournament on 31<sup>st</sup> August. Our college team bagged the CHAMPIONSHIP at the tournament. Our student Ms. ZENA CHIPPIA was SELECTED to represent VNSGU at All India Inter University Tournament.
- ❖ BASKET BALL (Men's) team became the CHAMPION at the V.N.S.G.U. Inter College Tournament organized on 10<sup>th</sup>, 11<sup>th</sup> September.
- ❖ ANUJ DESAI represented Gujarat State BASKETBALL team and KARAN GAJJAR represented Surat District SENIOR BASKET BALL STATE CHAMPIONSHIP held at Vapi got selected and represented the VNSGU team at Jaipur West Zone Inter-University basket ball tournament.
- ❖ AVINASH TAILOR won GOLD MEDAL at the Inter-College BOXING Tournament held on 13<sup>th</sup> and 14<sup>th</sup> October and was also selected for the V.N.S.G.U BOXING Team to represent the university at the All India Inter-University Tournament.
- ❖ Ms AMI PATEL and HARISH CHAUHAN were selected for the V.N.S.G.U GYNASTIC Team on 25<sup>th</sup> September to represent All India Inter-University Tournament.
- ❖ FIVE of our students, CHIRANJEEVI KOTHARI, HAFIZ SHEIKH, MUDDARSAR GADAWALA, ZAHID SAFEDA and FAIYAM MALEK . also our students HAFIZ SHEIKH, MUDDARSAR GADAWALA, ZAHID SAFEDA represented SURAT DISTRICT SENIOR TEAM on 21<sup>st</sup> ,22<sup>nd</sup> ,23d December.
- ❖ SAURAV GUNACHA was selected for the V.N.S.G.U BADMINTON team held on 18<sup>th</sup> and 19<sup>th</sup> December to represent at the All India Inter-University Tournament.
- ❖ Ms TANVI SHAH was selected to represent the V.N.S.G.U. BASKETBALL Team on 8<sup>th</sup> September at the ALL INDIA INTER-UNIVERSITY Team and was also selected for GUJARAT STATE SENIOR BASKETBALL Team.
- ❖ CHIRAG GANDHI was selected for V.N.S.G.U CRICKET Team and also represented UNDER 22 C.K. NAIDU TROPHY as GUJARAT STATE CHAMPION Team Member.

- ❖ ZULKIF JELANI officiated NATIONAL OPEN SCHOOL GAME TABLE TENNIS held in OCT at GODHRA.
- ❖ KARAN GAJJAR represented SURAT DISTRICT at GUJARAT STATE YOGA ASANA CHAMPIONSHIP held in November. KARAN won GOLD MEDAL at GUJARAT STATE YOGA and also represented GUJARAT STATE YOGA Team to participate at NATIONAL YOGA ASANA CHAMPIONSHIP held at Delhi.
- ❖ In Swarnim Gujarat event held at Vallabh Vidyanagar, the college won gold medal in Women's singles Table Tennis tournament, two silver medals in women's doubles and two silver medals in men's doubles, one bronze medal in men's singles.

### **30. Incentives to outstanding sportspersons**

- **Additional academic support, flexibility in examinations**

- Students practicing for participation or representing the college in various competitions are provided relaxation from classroom attendance for the specified duration.
- Special college exam are conducted for the students who are representing the College at University, District, State, National or International level during normal examination schedule.
- Special academic sessions are conducted for students to compensate for the loss of studies incurred because of participation in such events.
- Relaxation is also provided in the submission of assignments /presentations dates to promote participation in these activities.

- **Special dietary requirements, sports uniform and materials**

- Necessary sportswear (kit) is provided to the students who are members of the college team representing the college at various inter-college tournaments. Necessary costumes are provided to students participating in various cultural activities.
- Refreshment, Lunch etc. are provided during the practice sessions as well as on days of competitions/Tournaments.
- Personal and team equipment/playing material/protective material/first aid kit are provided by the College.

- **Motivational practices**

- As per the norms of Veer Narmad South Gujarat University, the college has been allotted sport's quota for the benefit of students who excel in sports and seek admission at the college. 3 seats per division are reserved for the same.
- Every year students who represent the college at university level competitions and are winners at various inter-collegiate tournaments as well as those participating in higher level competitions, both as a team or as individual performers, are felicitated by the institution with trophies and prizes.
- Cash prizes won in the competitions by the students are all distributed amongst respective participants.
- Group photos of the winning teams at various competitions are given to all participants and a copy of the same is displayed on the college notice-board to boost the morale of the participants.
- Inter-class tournaments are organized in Volley Ball, Cricket, Chess, Badminton, Table Tennis, Football and Athletics every year and prizes are given on the sports day to the winners.
- Every year Prize Distribution function is held in the presence of Invitees, Faculty Members and Students and prizes and awards are given to all students who excel in academics, sports, cultural and other co-curricular activities .The function is followed by dinner for all.

### **31. Student achievements and awards**

In the area of academic activities, once again our students performed very well in the University examinations. At the last University convocation held on 26th Feb.-2010, Miss Divya Choudhary of our college was awarded Mangalya Medal for securing highest marks at T. Y. B. Com. Examination and another prize viz. Miss Shilpa Singhal was awarded silver medals for securing highest marks in the subject of Accountancy and Auditing.---- was awarded medal for securing highest marks in merchantile law.

As usual, during this year too, a number of our students have performed creditably in sports and as many as 14 students of the college have found places in various sports teams of Veer Narmad South Gujarat University, Surat, to play at national level in inter University Tournaments. Our college bagged the championship in Table Tennis Women's, Basketball men's and Football men's and the college Table tennis men's team became runners up at VNSGU inter college tournament. College also bagged gold medal in boxing tournament. The college won 4 prizes/awards in inter collegiate sports tournament and tournaments organised as part of Swarnim Gujarat. College also organised Inter College Table Tennis Tournament.

So far as cultural activities are concerned about 46 students and 9 teams of the college took part in various competitions of the annual cultural event of the University and won 5 prizes / awards in these competitions. The one act play "Chir-Swayamwara" won second prize at State level in Swarnim Gujarat as well as university youth festival. Continuing the tradition, the college also organized, annual cultural event 'SPB FEST – 2010' on the campus, in which about 140 students took active part in various items to make it a very successful event.

It is very heartening to note that more than 400 students of our college are pursuing, along with the B. Com. degree course, professional courses like CA, CS, ICWA, etc.. Not only that many student of the college are also pursuing vocational courses related to computer and I.T., Fashion Designing, Gems & Jewelry Designing, etc. This year more than 150 students of T.Y. B.Com. have appeared in qualifying examinations like CAT, XAT, MAT, etc., for admission to management courses after their graduation, being offered by the institute of national and international repute like IIM, XLRI, SYMBIOSIS, NMIMS, NIRMA, etc., Many of them are also planning to pursuing their higher studies in Foreign Universites.

### **32. Activities of the Guidance and Counselling unit**

- ❖ As CAT Examination has become Online from this year onwards, a seminar by P.T. Education on "How to Appear for Online CAT Examination" was conducted on 6<sup>th</sup> August 2009.

- ❖ Explora Design Skool conducted a seminar on "Career in Multimedia" on 21<sup>st</sup> August 2009
- ❖ Mr Nirav Dagli of Orion Call Tech conducted a seminar on "Career Counseling" on 22<sup>nd</sup> August, 2009. National Group conducted an Inter College Case Study Contest on 19<sup>th</sup> December 2009 at the college Spectrum Educational Institute conducted a campus interview on 24<sup>th</sup> December.
- ❖ Sonal and Kinjal Jariwala M.Com Students participated in the seminar on "Fundamental & Technical Analysis in Stock Market" organized by K.P. college of Commerce on 16<sup>th</sup> January 2010.
- ❖ 113 Students participated in the "Aptitude Test" for recruitment conducted by Mahindra & Mahindra Finance Services Ltd on 12<sup>th</sup> January-2010.
- ❖ Shri Aditya Shrinivas Regional Head Angle Broking delivered a lecture on "Derivatives& Opportunity in Stock Markets" to our M.Com students on 20<sup>th</sup> January 2010.

### **33. Placement services provided to students**

- ❖ Campus Interview was conducted on 4<sup>th</sup> August, 2009 by Vodaphone and 32 students participated in the campus interview.
- ❖ L & T MH I Turbine Generators conducted a campus interview at the college on 20<sup>th</sup> August 2009 for our M.Com Students. Four students were selected after a rigorous process at L & T MH I Turbine Generators
- ❖ KBII securities Pvt Ltd conducted the campus interview on 17<sup>th</sup> December and 8 Students were selected ,
- ❖ 65 students participated in the job fair arranged by VNSGU on 5<sup>th</sup>& 6<sup>th</sup> January 2010.
- ❖ HDFC Life Insurance conducted a campus interview on 8<sup>th</sup> February 2010, 15 students participated in the campus interview.

### **34. Development programmes for non-teaching staff**

Our non teaching staff participated in training imparted by the management regarding computer bill accounting and general administration.

**35. Action Taken Report on the AQAR of the previous year**

This is the first report of IQAC on AQAR.

**Section C: Outcomes achieved by the end of the year (attach separate sheet if required).**

Outcomes achieved by the end of the year are reflected in the details of sub sections 8, 15, 21, 27, 34, 35, 36, 37 and 38 of section B.

**Section D: Plans of the HEI for the next year**

The plan of the college of next year includes strengthening our base and perusing our goals and objectives with more intensity.

Vice Prin. (Dr.) M.R. Noronha  
Director/Coordinator, IQAC

Prin (Dr.) V.D. Naik  
Chairperson, IQAC