



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		H. A. COLLEGE OF COMMERCE
Name of the head of the Institution		Dr.Sanjay M. Vakil
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07926445459
Mobile no.		9824019103
Registered Email		hacollegeofcommerce@gmail.com
Alternate Email		profchetanmewada@gmail.com
Address		Law Garden, Ellis bridge
City/Town		Ahmedabad
State/UT		Gujarat
Pincode		380006
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Anuradha Pagedar
Phone no/Alternate Phone no.	07926445459
Mobile no.	9327012334
Registered Email	hacollegeofcommerce@gmail.com
Alternate Email	anuradhapedar@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://hacollege.co.in/college_files/accreditation/IQAC/AQAR_2018_19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://hacollege.co.in/college_files/academic_calendar/HA%20Academic%20Calendar%202018-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B+	2.84	2009	30-Sep-2009	29-Sep-2014
3	B+	2.70	2016	16-Sep-2016	15-Sep-2021

6. Date of Establishment of IQAC	22-Jul-2006
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Talk on Bhagwad Geeta and	21-Sep-2019	100

management	1	
Blood donation camp	06-Aug-2019 1	75
Don't waste food campaign	29-Jul-2019 1	150
Guru Purnima Celebration	16-Jul-2019 1	174
Orientation Program	12-Jul-2019 1	700
Career Counselling Program	05-Jul-2019 1	275
Traffic Awareness Program	27-Jun-2019 5	50
Anti Drug day	26-Jun-2019 1	75
Admission Counselling	03-Jun-2019 1	1500
World NO TOBACCO DAY	31-May-2019 1	112
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
H.A.College of Commerce	salary grantt	Gov.of Gujarat	2019 365	36533600
H.A.College of Commerce	Student grant	Gov.of Gujarat	2019 365	114120
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities

No

during the year?

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

Significant contributions 1The IQAC aimed at enhancing the understanding of various subjects by organizing guest lectures. 2It was the main focus of IQAC to monitor and manage the strict observance of the yearly academic calendar. 3The IQAC also contributed in having number of extra curricular activities to aim at overall development of the students 4The Visit of delegates from New Jersey City University was facilitated and the selection of students for scholarships awarded while studying in the college and for studies abroad was undertaken by IQAC 5The social outreach programs were conducted to ensure social sensitization with a focus on gender sensitivity

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

Plan of Action	Achivements/Outcomes
To Introduce Multiple choice question tests for students.	The students got trained to in answering the exam in multiple choice questions pattern and as a result they got trained to face and appear in competitive exams
To organise a seminar on the theme of "Reducing the gender gap"	We could not organize a national level seminar but the Collegiate Women's development cell organized a workshop on gender sensitization titled "Creating self image " on 18th December 2019. A week long gender sensatisation program where organized from 2nd march 2020 to 8th march 2020
To begin a certificate course on Entrepreneurship and Business management	The College could successfully conduct a certificate course on entrepreneurship and Business management in which 78 students were awarded the certificates. This course helped in the students to get hand on experience due to industrial visit and they were motivated to initiate with new START UPS
To facilitate the student exchange program of H. A. Gandhian Society and New Jersey City University US	The IQAC members facilitated the visit of students and faculties from New Jersey City University, US during January 2020. The delegates were taken to visit places of relevance to Gandhiji's life like, the Gandhi Asram, Gujarat Vidyapeeth and Swachta vidyalay.
To select students for NJCU scholarship under the Patel scholars program	The Patel scholars committee selected six student's for the scholarship

	awarded by our alumnus Mr. Chirag Patel US. This scholarship is given for studying abroad ay New Jersey City University US.
To organize a lecture series for the students	A lecture series Titled GYANSATRA 20 was organized successfully. The three eminent speakers Mr. P. K. Lahiri, Mr. Bhagyesh Jha and Mr. Ratilal Borisagar broadened the perception of the students towards taking life as a challenge and opportunity and not as an examination.
To organize programs on Gandhian thoughts under the auspices of H.A. Gandhian Society	The H. A. Gandhian society arranged a visit to Gandhi ashram and organized lectures on Gandhian philosophy. The society also encouraged students ` participation by organizing scrap book preparation competition titled GANDHIJI @ 150 which enabled the students to have a deeper understanding about the FATHER OF THE NATION and the tireless work he carried out for the nation. A patriotic song competition at inter college level was organized.
To aid in organizing the yearly activities for the students	The IQAC actively participated in deciding subjects for elocution, debates, and Group discussions. These activities along with other cultural activities help the students to showcase their talent.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
GUJARAT LAW SOCIETY MANAGEMENT	04-Jan-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	08-Jan-2019
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17. Does the Institution have Management Information System ?	No
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college has a system of making an academic plan drafted by each faculty member and subject-teachers at the beginning of the academic semester. The Principal and the committee members of different committees try their level best to see that the plans made therein are implemented. At the end of the semester, an actual list of events that took place during the semester is also made. The syllabi of all the subjects are prescribed by the university. Each faculty member makes a teaching plan for each subject after the distribution of workload, and lectures are taken according to this plan. The semesters and the examination schedules are followed in accordance with the University. There is a timetable committee functioning in the college which arranges lectures of the faculty members. Each subject is allotted three lectures per week in each class. The faculty members use innovative means to deploy the curriculum effectively. These means include group discussions, powerpoint presentations, OHP slides and practical examples. Films and movies that are related to the subject are also used so as to have a more effective deployment of the curriculum. The faculty members use pictures and story narratives, both on screen and verbally, in order to explain the syllabus in the curriculum. Lecture-notes are given to the students in the classroom as well as in the form of handouts for effective deployment of curriculum. Material in the form of questions and answers is also given to the students to help them prepare for examinations related to academic subjects as well as soft skills and for foundation course. The Time table committee shifts the lectures every time whenever any faculty is absent thus resulting in saving as well as using the time in best possible manner. This is for the benefit of the faculties and the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Entrepreneurship and business Management	Diploma Course in Entrepreneurship	02/08/2019	40	Entrepreneurship	Capacity Building of Employability

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Accountancy and Commerce	16/06/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Accountancy	12/06/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	78

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Niswarth course Enterpreneurship and Business management	02/08/2019	78
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	NSS Camp at Village Ropada	100
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The Institution has an established system for obtaining the feed back. The students fill up the feed back forms and submit to the committee. We also obtain oral feed back from the students, Visiting Faculty, and the teachers. The feed back is analyzed by obtaining the same in frequency distribution method. Later the grading of teachers is carried out by the weighted average and ratio. The Principal communicates the feed back to the respective faculty. The respective faculty reciprocates to it. Complaint boxes are placed on each floor for the students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy	600	9852	698
MCom	Accountancy	220	2750	229
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1893	229	16	Nil	5

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
15	3	5	4	Nil	Nil
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

• Each class is allotted to a teacher and two students as class representatives. • The concerned teacher is easily approached by the students in case of any difficulty. • The teachers regularly meet the students and motivate and guide them regarding the activities/ clubs at the college. • The ex-students and several alumni too guide the students in activities like sports, cultural events, and academics. • The college has an established pattern of organizing guest lectures for the students to make them aware of the actual scenario in the society to which they belong to. • The guest lectures are on various topics ranging from values, self-improvement, Competitive exams, and Social work. • This helps in preparing our students to choose the field of their choice and give full justice while working for the same. The students who have graduated from the college often come for coaching the present students in sports and cultural activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2122	15	1:141

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
Nil	Nil	3	Nil	Nil

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	NA	Nil	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	Nill	2019 Sem 1	23/10/2019	30/12/2019
BCom	Nill	2019 Sem 2	28/04/2020	06/08/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College has internal exam for all the students and the teachers conduct unit tests in the classrooms. Focus is on asking multiple choice questions on completion of each unit. The students are given assignments which they need to complete and submit timely. The Internal marks are calculated on the parameters of attendance, Classroom participation and Internal exams.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college follows the academic calendar as prescribed by the Gujarat University. The IQAC coordinator along with departmental heads prepares the academic as well as activity calendar for the semesters and the year. The examination department in consultation with the Principal prepares a schedule for the exams to be conducted at the end of each semester. This is prepared on the basis of exam dates as and when declared by the University. The Collège at times cannot adhere to the stipulated calendar in order to be in coordination with the Universitys schedule. It is a practice to follow the already declared schedule and make alterations only if needed on the basis of prevailing circumstances. The academic calendar prepared at the beginning of the term is placed on the website for the convenience of the students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://hacollege.co.in/old>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
00	BCom	Accountancy	621	573	92.2
00	MCom	Accountancy	119	92	78.15

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[Students satisfaction survey could not be conducted due to the restrictions imposed in March 2020 as a result of Ongoing Pandemic.](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	0	N/A	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Career Opportunities in insurance Sector	HACC Job Placement Cell	05/07/2019
Relevance of digital marketing	Dept. of Commerce and Management	30/07/2019
Career in pharma Sector	HACC Job Placement Cell	27/08/2019
Talk on study abroad	Dept. of English	18/09/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
N/A	N/A	N/A	12/06/2019	N/A
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	N/A	N/A	N/A	N/A	12/06/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
N/A	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	Nil	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
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Statistics	1
Law	1
English	2
Accountancy	3
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
N/A	N/A	N/A	2019	Nil	N/A	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2019	Nil	Nil	Nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	1	1	Nil	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Rally Save the Girl Child	NSS	8	89
Literacy Awareness	NSS	3	89
Drug abuse Awareness	NSS	4	89
Free Eye Check up	NSS	3	89
Camp at Village	NSS	6	89
Joy Of Giving	H.A. College/ NCC/ NSS	11	32
Blood Donation Camp	Red Cross Society/ NSS	6	30
Traffic Awareness Program	RTO, Ahmedabad / NSS	2	50

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
N/A	N/A	N/A	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swacha Bharat Abhiyaan	Primary school Ropada	Cleanliness awareness	5	89
Legal awareness	Mahila Police Station	Gender Issues	2	35
Health awareness	Rotary club Pralhadnagar, Ahmd	Eye check up	3	89
Drug abuse awareness	Village Grampanchayat, Ropada	Awareness on drugs	4	89
Traffic awareness	RTO Ahmedabad	Traffic Awareness	2	50
Save the food	Dharma Jagruti Santha	Importance of food	3	164
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Higher studies abroad	3	Alumnus Mr. Chirag Patel	356
Visit by International students	13	Self financed	8
Visit by International Faculties	3	Self Financed	8
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	Participant
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		details			
N/A	N/A	N/A	18/07/2019	09/01/2020	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
GLS University	12/09/2019	Academic	38
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Laboratories	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5631	Nil	400	Nil	6031	Nil
Reference Books	25560	Nil	48	Nil	25608	Nil
Journals	59	Nil	Nil	Nil	59	Nil
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	160	Nil	Nil	Nil	160	Nil
Others(s pecify)	313	Nil	25	Nil	338	Nil

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Chetan Mewada	Business Communication, Module-1	Dr. Babasaheb Ambedkar Open University, Ahmedabad	11/07/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	50	1	8	2	0	3	0	80	0
Added	0	0	0	0	0	0	0	0	0
Total	50	1	8	2	0	3	0	80	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

80 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	0	0	0

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The physical facilities like Library, Computer lab can be accessed by the students during the college working hours. The sports facilities are open for the students to practice even after the working hours of the college. The Faculty also makes the use of computer lab and internet available in their research work. The information regarding the infrastructure is available on the website of the College. The management Gujarat Law Society maintains the infrastructure and all the facilities on the campus.

<https://hacollege.co.in/wp-content/uploads/2022/02/Policy-for-Usage-Pdf.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Govt. Scholarship for SC/ST/OBC	354	1196400
Financial Support from Other Sources			
a) National	Niswarth Scholarship	5	1124500
b) International	Patel Scholars Program	3	16500000

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Niswarth course in Entrepreneurship	02/08/2019	78	NGO Niswarth Children foundation

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Counselling workshop	Nil	35	Nil	Nil
2019	Career Counselling Program	Nil	123	Nil	Nil
2019	Jobs in aviation sector	Nil	66	Nil	Nil

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus	Off campus
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Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
List Uploaded	360	9	NA	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	Nil	B. Com	Commerce	Data Unavailable	Data Unavailable
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cultural Activity	Institutional	310
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Vishleshan	National	Nil	1	Nil	Sahil Prajapati
2019	Vishleshan	National	Nil	1	Nil	Karan Patadia
2019	Khel Mahakumbh- Bronze	National	1	Nil	Nil	Manali Mali
2019	Akhil Bhartiya Mahila Parishad- Singing	National	Nil	1	Nil	Dharti Nimavat
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

1. The students council is comprised of students with highest percentage marks in the college. They represent the college at University and for voting. 2. The

students editorial committee is formed which actively involves itself in preparation of reports of various programs and the annual magazine. 3. The H.A. Gandhian Societys student members actively participate in spreading the Gandhian Values on the campus as well as off the campus. 4. The Study Circle is a student body led by faculty under whose guidance students organize guest lectures of faculties of national and international repute. 5. The cultural Committee has a music club Antarnaad which conducts programs for budding as well as upcoming artists where they showcase their talents.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

16500000

5.4.4 – Meetings/activities organized by Alumni Association :

The alumni of the college regularly visit the college to coach the present students in sports and cultural activities. Certain alumni train the students regularly resulting in the students acquiring position in the Universitys team. Our alumnus and benefactor Mr. Chirag Patel sponsors the tuition fees of our five students every year for their higher studies at the New Jersey City University.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The practices which reflect decentralized participative management are as follows: The Principal of the college forms different committees to perform the year long activities under the same. The committee had plans and executes its programs in consultation with the other members and the principal. There are different committees for sports, cultural activities, IQAC, NSS, NCC, examination, library and infrastructure follow up. This ensures equal distribution of responsibility and participation of the entire staff. Each committee head prepares a Students Volunteers Team for conducting/ organizing events. Thus, the student volunteers have first hand experience of organizing and management by giving their suggestions and implementing the same. The participatory management is ensured by incorporating students in relevant committees as members like the Collegiate Womens Development Committee, The Editorial Committee for preparation of college magazine, The IQAC and NSS, NCC and Sports. Under the auspices of H.A. Gandhian Society, the New Jersey City Universitys students and faculties visited H.A. College of Commerce and the entire program during the 8 days was handled by student volunteers along with the faculty in-charge.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	As a college affiliated to Gujarat University, we have to follow the centralized admission process of the University. But, the college establishes help centre for facilitation of the same.
Research and Development	College teachers are encouraged to participate and publish their research work. Those faculties who are registered as Phd supervisors are motivated to enroll maximum number of students.
Examination and Evaluation	The examination department introduced the multiple choice questions in the question papers of internal examinations of the college. Various departments decided to conduct the Unit Test on completion of respective unit.
Teaching and Learning	The faculties make usage of technology in the classrooms. The quality improvement is ensured by giving subject related assignments. This year the seminar method of teaching and learning was adopted in the subject of Commercial Communication.
Curriculum Development	The faculties of the college are members of board of studies in their respective subjects. It aids in curriculum development by representing the requirements of the students regarding their relative subjects at the board of studies. Thus, there is faculty participation in curriculum development.
Library, ICT and Physical Infrastructure / Instrumentation	Library is partially automated.
Human Resource Management	The unique feature of college to organise guest lectures resulted in enhancing the soft skills of the students.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Administration	The communication with other bodies, university and the management is carried out through e-mails.
Finance and Accounts	All accounts are managed by the Gujarat Law Society and the Account and Finance Department is automated.

Student Admission and Support

The admissions are carried out online and they are centralized as per Gujarat University norms.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	N/A	N/A	N/A	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	N/A	N/A	10/07/2019	06/02/2020	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Program	3	10/12/2019	10/12/2019	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
16	16	3	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The GLS Cooperative Credit Society, Group Insurance	The GLS Cooperative Credit Society, Group Insurance	Group Insurance

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes. The institution conducts regular financial audits through the management,

Gujarat Law Society.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Gujarat Law Society	240000	Salary of Staff Recruited by the management
View File		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KCG, Gujarat	No	Nill
Administrative	Yes	KCG Gujarat	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

We do not have registered Parents Association but we enjoy the privilege of their participation and guidance in various cultural activities of the college. Parents informally visit and give their suggestions and at times have rendered their professional services. They attend college functions to support the students as well as the faculties.

6.5.3 – Development programmes for support staff (at least three)

Nil

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. The library is undertaken for automation 2. The administrative staff is completely automated 3. The IQAC has ensured enhancement in extension activities.. 4. The institution has made an application for receiving grants from RUSA (Rashtriya Ucch Shiksha Abhiyan) for infrastructural augmentation.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Internatio nal Yoga Day	21/06/2019	21/06/2019	21/06/2019	150
2019	Dont waste food campaign	27/07/2019	27/07/2019	27/07/2019	150

2019	Joy of Giving Week	09/10/2019	09/10/2019	12/10/2019	100
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Orientation by CWDC	12/07/2019	12/07/2019	166	255
Self defense workshop	09/08/2019	09/08/2019	40	33
Fitness awareness	17/12/2019	17/12/2019	55	70
Rally on save the girl child	03/01/2020	03/01/2020	43	46
Women's week GD	02/03/2020	02/03/2020	11	21
Essay competition	03/03/2020	03/03/2020	18	20
Poetry on women esteem	04/03/2020	04/03/2020	Nil	19
Public speaking competition	05/03/2020	05/03/2020	9	25
Visit to Women's Police station	06/03/2020	06/03/2020	Nil	35

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>The college orients the students on environmental issues. It is a regular yearly activity to plant the trees. We organize tree plantation as well as the follow up by the same by the NSS group students of the college. The NSS unit organizes a weeklong camp at nearby village, and we carry out cleanliness campaign for the school students. Apart from this the college conducts guest lectures for students on related to environmental awareness and protection. In the academic year 2019-2020 we conducted the programs as follows along with agencies from outside the institution. Don't waste food campaign on 29/07/2019 with Dharma Jagruti Sanstha. Talk on Environment Awareness on 12/09/2019 with Rotary Club of Prahladnagar. No Plastic Campaign on 02/11/2019 with GLs.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	2	2	02/11/2019	1	No Plastic Campaign	Nature Conservation	49
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Nil	05/10/2019	N/A

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	465
Guru Purnima Celebration	16/07/2019	16/07/2019	210
Organ Donation Importance	13/08/2019	13/08/2019	75
Talk on Vivekananda	11/09/2019	11/09/2019	60
Talk on Environmental Awareness	12/09/2019	12/09/2019	115
Bhagwat Gita and Management	21/09/2019	21/09/2019	65
Navratri Celebration	05/10/2019	05/10/2019	450
Gyan Satra Day-1	24/01/2020	24/01/2020	175
Gyan Satra Day-2	28/01/2020	28/01/2020	175
Gyan Satra Day-3	29/01/2020	29/01/2020	175
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The campus is aimed to be free of plastic
The students are instructed to switch off the lights and fans of the classrooms and lobby while leaving the classroom.
Students are encouraged to bring bicycles at least once in each term.
The college has carried out Green Audit
Tree Plantation Program is a regular activity and mainly the focus is on taking due care of the planted saplings by NSS students

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices as per NAAC format 19-20

Best Practice 1:

- Title of the Practice: Scholarships for students
- Objectives:
 - To achieve the vision of the institution of providing education for development.
 - To establish an environment of nexus between the institution and its alumni.
 - To provide the best chance to continue the studies.
 - To create conviction among the students that financial support is within their reach.

Context: Upon observing that certain students dropped out from third or fourth semester of the college, the reason being lack of finances, the institutions principal decided to establish contact with alumni of the college to provide financial aid to students while undertaking the education as well as for further studies upon graduation.

- Thus, we could help the students by providing financial aid in the form of their fees, to continue with their education.
- The fees of the grant-in-aid colleges are as it is very less, yet certain students coming from rural areas and families where no one had studied at any university, faced challenges with their finances.
- At H. A. College we have an existing scholarship programme for studies abroad, sponsored by our alumnus, Mr. Chirag Patel, a NRI in USA. He also has an NGO named 'Niswarth Children Foundation' and the college has an MOU with the same for providing scholarships to the students.
- Another alumnus Poorvi Dalal also came forward to pay the fees of eligible students.

The Practice:

- Primarily it is brought to the notice of all the students that such financial aid exists.
- The students with very weak economic background are urged to apply for the same.
- The college receives such many applications that it becomes challenging for the concerned committee to shortlist applicants for the scholarships.
- Among the received applications, the students are scanned on the basis of their performances in the previous semester.
- A final list is prepared, and it is communicated to the selected students, that their fees will be borne by the concerned donor.

Evidence of Success:

- This has resulted in uninterrupted education of the students.
- The main outcome is that the students from economically weaker backgrounds have a feeling of security with respect to their education.
- In the year 2019-20, 30 students benefited from the Poorvi Dalal Scholarship. They benefited by the scholarship which paid their fees for the college. In the year 2019-20 a total amount of 30,300 rupees were awarded as scholarship to the students for their college fees.
- The Niswarth Children Foundation paid the scholarship of total 5 students for higher studies. Following students 1. Bhumika Solanki 2.Neha Swami 3. Rajul Parmar 4.Neha panvel and 5. Nirav Parmaar were awarded the scholarship by Niswarth foundation to pursue higher education. They were awarded a scholarship of 1124500 Rupees.
- Another outcome of this scholarship programme has been helpful to establish the strong attitude of giving back to its alma matter, among the alumni.

Best Practice 2:

- Title of the Practice: Organising Expert Guest Lectures
- Objective:
 - To be in unison with the vision and the mission of the college to have holistic development of the students
 - To provide the students with apt exposure to subjects other than their syllabus.
 - To ensure that the students get an opportunity to learn from experts who the students would not have been able to approach by themselves.

Context:

- Ours being a commerce college, all the subjects related to commerce are taught in the syllabus but subjects like environmental awareness, spiritualism, self-defence, gender sensitization, social work, and importance of various languages, are not part of the main curriculum. Thus, to ensure that students receive a well-rounded education, and information regarding these important subjects, it becomes the college's duty to organise guest lectures conducted by experts on these abovementioned relevant topics.

The Practice:

- The college has established different societies, for e.g. the H. A. Gandhian Society the Cultural Committee "Antarnad" NSS, which is a vibrant and active association of

the college the women's development cell the placement cell the study circle and NCC. • Various expert lectures are organised under the auspices of these bodies. These lectures are open for not only the members of the society, but the rest of the student body as well. • In addition to these, it is ensured that there is an awareness programme organised relating to widely discussed issues like cancer, AIDS, and old age for sensitising the students. • The list of the guest lectures organised during the year 2019-20 is attached herewith. • Evidence of success: • The students could tap their area of interest, while listening to the experts. • As a result of one such lecture, students came forward to voluntarily work for social outreach programmes and the college was able to organise a visit to the municipality run school in the vicinity of the college. • The NSS students who organised a one-week camp at a nearby village, Ropada, visited the same village to continue their social work. • Many students felt motivated to prepare and appear for the civil services examinations after interacting with a few guest lecturers. • The fact that these lectures organised by these societies are open for all is conducive to interest generation among the entire student body, and not only the members of these societies. • No difficulty is faced while organising these lectures because it has become an accepted and adopted pattern at our institution. List of guest lectures by experts conducted during 2019-20

Date	Topic	Name of expert/Speaker
21-06-2019	International Yoga Day	Prof. Devarshiben Trivedi
26-06-2019	Anti Drug day	Dr. Himanshu Desi
28-06-2019	Motivational lecture Dream Believe and Acieve	Miss. Geeta Poduwal
05-07-2019	Career counselling program	Mr. Jayesh Pandey
09-07-2019	Art of public speaking	Mr. Michael Arrick
29-07-2019	Don't waste food campaign	Mr. pramodbhai Shah
30-07-2019	Importance of Digital marketing	Mr. Rakesh Pancholi
09-09-2019	Gandhi @ 150	Mr. Yashwant Joshi
11-09-2019	Swami Vevekanandas Chicago speech	Mr. Suresh Gadhavi
21-09-2019	Bhagwat Geeta and management	Dr. Shridhar
17-12-2019	Creating self Image	Ms. Rebecca Sudan
18-12-2019	Importance of Fitness	Mr. Rajan Dalal
24-01-2020	Gyanasatra Day 1: Gujarat ni asmita	Mr. P. k. Lahiri
28-01-2020	Gyanasatra Day 2: Jeevan - Ek Utasav	Mr. Bhagyesh Jha
29-01-2020	Gyanasatra Day 3: Importance of Humour in life	Mr. ratilal Borisagar
04-02-2020	Positivity and Human Life	Mr. Ramesh Tanna
20-02-2020	Importance of Mother tongue	Mr. vadibhai Patel

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://hacollege.co.in/college_files/accreditation/IOAC/Best_Practices_2019_20.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

H. A. College of Commerce enjoys 65 years of dedicated performance in imparting quality education to the aspirants of degrees in commerce. The vision of the college is to aim at overall development of the students along with ensuring their academic progress. The college carries out various activities and organizes lectures on various topics related to the subjects as well as for developing their character. This has been an aid in developing soft skills of the students which is exactly in tune with our vision of providing quality education with overall development. the intuition is popularly chosen by students from all over Gujarat and thus we are catering to students from all the strata of the society. Students from all classes and tribes enjoy equal opportunity to showcase their talent and get benefited by the equal opportunity provided to them. Our institution has always been ranked among 100 top commerce colleges in the national surveys conducted by magazines of repute like India Today, The Week and Outlook. The girl students enjoy a secured atmosphere on

the campus and it has resulted in their overall development leading the girl students to outnumber the boy students in the University ranking. Fulfilment of the vision of the college is evident from the media coverage given to the activities carried out by the institution for the recognition of the same.

Provide the weblink of the institution

<https://hacollege.co.in/>

8.Future Plans of Actions for Next Academic Year

To Begin with the teaching work in online mode due to the closure of the colleges as result of the ongoing Pandemic. To conduct webinars on various subjects of the syllabus. To organize programs to create awareness about masks and sanitization during the pandemic. To organize a webinar under the auspices of H. A. Gandhian society. To organize a webinar on JAGO GRAHAK JAGO for consumer awareness. To organize a national level webinar on the NEW EDUCATION POLICY 2020 By the IQAC To plan and execute the conduction of online exams and collection of assignments for internal assessment and evaluation of the students. To facilitate the Feedback mechanism online.