

The Annual Quality Assurance Report (AQAR) of the IQAC

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Year of Report : 2005-06

Part A :

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Quality Assurance Committee of the Internal Quality Assurance Cell (IQAC) suggested several measures to consolidate existing academic activities and introduce fresh avenues towards sustenance and acquisition of quality across the spectrum of teaching, research and administrative aspects of the system.

1. Introduction of new courses and programmes.
Several (PG 7 and UG 2) have been started during this year.
 - Five PG Degree courses
 - One Advanced PG Diploma
 - One Five-year Integrated M. Sc. Programme
 - Two UG Programmes.
 - Three at the University and
 - Six in the affiliated colleges
 - Four in Science, Two in Arts, One each in Commerce, Education and Medical Faculties
2. Career Development Cell committee has been formed to look, into the modalities.
3. Orientation Programme for Ph.D. NET SLET details have been worked out.
4. Collaborative efforts: Local and state level projects are on hand.

5. Computer training: For non-teaching staff Computer Science Department has organized short term courses.
6. Computerization of administrative and examination process.
 - (a) Visit to Universities of Pune, Mumbai, SNDT and IIT have been planned to get on the spot information.
 - (b) Consultant Agencies such as via Global connect (AHM) and others have been contacted and meetings will be arranged.
7. Health check of Girls Hostel residents has been organized.
8. Vacant positions are filled and CAS has been operative.
9. Seminar-cum-Workshops (three) were organized for all the colleges and institutes affiliated to VNSGU. 130 teachers/principals took advantage. Six colleges are in final stages of preparation of SSR.
10. Prospectus is being prepared.
11. HOD's have been asked to provide Information on Healthy Practices and introduce new ones.

Part B :

1. Activities reflecting the goals and objectives of the institution:

The goals and objectives of the University are crystallized by the committee in its report submitted to the Government of Gujarat towards the end of 1964 for establishment of the South Gujarat University, Surat. These are summarized here under –

- (a) Under-graduate and Post-graduate teaching and award of degree(s) to the candidates successful in respective examinations.
- (b) Promotion of research and extension activities relevant to the regional needs and the process of nation building.
- (c) Making provision for specialized courses in the field of Rural Studies, Microbiology, Textile Technology and Man-made fiber, Forestry, Petrol Technology and Petrochemicals etc.

Comprehensive directions were given by the committee to bring under university teaching “human being” in its totality by defining relations between university and affiliated colleges, relationships between principals, teachers and students, expected commitment, managements of the colleges, examinations and methods of scientific evaluation, collective students’ life,

specialized teaching, distinctive functions of the university in relation to rural areas, financial matters, donations and possibility of other amenities, expenditure on administrative buildings and employees

2. New academic programmes initiated (UG and PG):

- (a) Department of Sociology has started New PG Self financed programme in Master of Social Work (MSW). This programme has an interdisciplinary approach.
- (b) Department of Education organized Evening Courses for In-service & Pre-service School Teachers of Surat City.
- (c) Department of Bio-Sciences has started Advanced P.G. Diploma in Medicinal Plants (APGDMP) with the grants from UGC under innovative programmes.
- (d) Department of Computer Science has started PG Diploma in Network Security.
- (e) Five year integrated M.Sc. Biotechnology programme has been started.
- (f) Two year M.Sc. degree programme in Bioinformatics is introduced.

3. Innovations in curricular design and transaction:

- (a) M.A. Part-I & II (11 Papers) in Comparative Literature were revised as per requirements of the UGC.
- (b) M.A. & Master of Business Economics (M.B.E.) curricular design has been changed (Department of Economics).
- (c) Department of Computer Science: MCA & DCA syllabus are revised/reviewed every year.
- (d) Revision of syllabuses are under progress for UG & PG in Physics.

4. Inter-disciplinary programmes started:

- (a) Department of Physics has M.Sc.(Tech.) Instrumentation run by the USIC.

5. Examination reforms implemented:

- (a) Bar-code system on answer scripts was introduced in the year.
- (b) Question papers (section-wise) are being given separate 4 digit nos.

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

- (a) One Student has passed SLET examination in Department of Economics.
- (b) Three Students have passed their SLET examination in Department of Education.

7. Total number of Seminars / Workshops conducted:

- (a) Comparative Literature - 1 Conference (International)
- (b) Economics - 3 Workshops
- (c) English - 1 Seminar (National)
- (d) Public Administration - 1 Seminar
- (e) RMISSS - 1 Workshop
- (f) Sociology - 1 Seminar
- (g) Education - 10 Workshops
- (h) Computer Science - 3 Seminars
- (i) Mathematics - 1 Seminar (National)
- (j) Physics - 3 Workshops

8. Research Projects:

(i) Newly implemented:

- (a) Economics - Project Consultancy
- (b) Education - 2
- (c) Aquatic Biology - "Assessment of treated effluent from ONGC for Aquaculture & Agriculture Use" sponsored by ONGC.
- (d) Bio-Sciences - D.S.T. New Delhi sponsored project on "Development and Standardization of herbal antimalarial Drug", a collaborative project with S.P. University, Vallabh Vidyanagar and a pharma industry with outlay of 61.6 lacs.

(ii) Completed:

- (a) Education - 1
- (b) Bio-Sciences -
 - (i) GEFR supported project on "Biodiversity survey of Kachchh and North Gujarat".
 - (ii) GES supported project on the "Study of Plant diversity of South Gujarat".
 - (iii) GEER supported consultancy project on the "Medicinal Plants diversity of Gujarat".
 - (iv) DOD supported project on the "Survey of coastal vegetation along the coast of South Gujarat.
 - (v) AERB supported consultancy project on "Baseline survey of dietary, health and vegetation of the area around Kakrapar atomic power station.
- (c) Computer Science – 1

9. Patents generated, if any:

- (a) Bio-Sciences - Applied for herbal antimalarial drug.

10. New collaborative research programmes:

- (a) Between Departments of Aquatic Biology and Bio-Sciences, in project entitled "Assessment of treated effluent from ONGC for Aquaculture & Agriculture Use" sponsored by ONGC.
- (b) Bio-Sciences - Collaborative project on "Development & Standardization of herbal antimalarial drug" with S. P. University, Vallabh Vidya Nagar and Petlad Mahal Ayurvedic Pharmacy Co., Nadiad is going on.

11. Research grants received from various agencies:

- (a) Education - Rs. 2 Lacs grant received from Gujarat Council of Primary Education, Gandhinagar.
- (b) Aquatic Biology - Rs. 4.7 Lacs from ONGC, Hazira
- (c) Bio-Sciences -
- (i) Shri Bapalal Vaidya Botanical Research Centre (Donations / Consultancies) - Rs. 1,15,027/- in 2004-05 & Rs. 21,601/- in 2005-06.
- (ii) UNESCO Parzor Project - Rs. 19,564/- in 2004-05 & Rs. 2,17,178/- in 2005-06.
- (iii) D.S.T. Project - Rs. 7,48,000/- in 2004-05 & Rs. 2,86,700/- in 2005-06.

12. Details of Research Scholars:

- (a) Comparative Literature -
Ph.D. : 3 Awarded, 5 Synopsis Submitted, 7 Continuing
M.Phil. : 1 Awarded, 5 Synopsis Submitted, 3 Continuing
- (b) Economics - 17 students working for M.Phil. & Ph.D.
- (c) Public Administration - 3 Students have registered for the Ph.D. Programme
- (d) RMISSS - 3 Students have registered for Ph.D.
- (e) Sociology - 5 Ph.D. Students
- (f) Education - 14 Ph.D. Students
- (g) Aquatic Biology - Ph.D. Completed 2 Students & Currently working 6 Students
- (h) Bio-Sciences - 18 Students
- (i) Computer Science - 5 Students
- (j) Mathematics - 2 Students for M. Phil. & 8 Students for Ph.D. programme are working at present.

- (k) Statistics - 6 Ph.D. Students are working. 3 have submitted their thesis, 6 M.Phil Students working, 2 have been already awarded M. Phil degree.

13. Citation index of faculty members and impact factor:

14. Honors / Awards to the faculty :

- (a) Economics - Prof. B.V. Acharya elected as Vice-President of Gujarat Economic Association
- (b) Bio-Sciences - Dr. Minoo Parabia appointed as Expert Committee member on Quality Standards for Indian Medicinal Plants by ICMR, New Delhi.
- Chairman of Technical Committee Medicinal Plants Board, Gujarat State, New Delhi.
 - Member of the Task Force on Medicinal Plants, Gujarat State.
 - Member of State Board of Biodiversity, Gujarat State.
- (c) Computer Science - Dr. Morena's paper is awarded the best paper in the national conference at Dhulia, Maharashtra.
- (d) Mathematics - Dr. P.H. Bhathawala was awarded Remanujan award by National Ramanujan Mathematics Society during January - 2006
- (e) Physics - Gujarat Science Academy, Ahmedabad. Fellow membership awarded to Prof. K. C. Poria, Prof. & Head, Department of Physics.
- (f) Statistics - Hari Om Ashram award of the best paper was jointly shared by Dr. P. C. Gupta & Dr. Arti J. Raiyaguru.

15. Internal resources generated (e.g. Higher payment seat etc.):

- (a) Comparative Literature - The money saved from the donations collected for the International Conference have now been converted in to "Department Development Fund" which will be used for conducting workshops and inviting distinguished Scholars for lectures and for preparing reading material for P.G. Students.
- (b) Economics - M.A. Higher Payment Seat (HPS) & M.B.E. Self finance.
- (c) Public Administration - Rs. 32,000/- as fees from the students of PGDPSM Programme.
- (d) Sociology - Internal resources are being generated for Self-financed programme in MSW.

- (e) Education - (1) Rs. 80,000/- received from B.Ed. Higher Payment seat and (2) Rs. 1,94,000/- received from Teacher Training Evening Courses.
- (f) Aquatic Biology - 3 Higher Payment Seats Rs. 60,000/-
- (g) Bio-Sciences -
- (i) Shri Bapalal Vaidya Botanical Research Centre (Donations / Consultancies) - Rs. 1,15,027/- in 2004-05 & Rs. 21,601/- in 2005-06.
- (ii) Higher Fees / Contingencies - Rs. 7,41,000/- in 2004-05 & Rs. 7,84,000/- in 2005-06.
- (h) Computer Science - (i) Higher Payment Seats and (ii) Providing Training to professional from industries.
- (i) Mathematics - Department generates Funds by running a M.Sc.-I & II programme on Higher Payment fee structure and offer 60 Seats in M.Sc.-I.
- (j) Physics - There are three seats in M.Sc. Part-I Physics and Six seats in Electronics. Per annum income Rs. 90,000/-.

16. Details of department getting SAP, COSIST / DST, FIST, etc. assistance / recognition:

- (a) Physics - DST/FIST grant of Rs. 20 lacs.
- (c) Chemistry – FIST programme grant Rs. 17 lacs.

17. Community Services:

- (a) Comparative Literature - Faculty members delivered lectures in various N.G.O. Groups, Colleges and Schools.
- (b) Public Administration - Faculty members delivered lectures at Public Forums as part of community education on issues like Social Welfare, Law etc.
- (c) Sociology - Students of MSW programme work among different sections of the under privileged people in different slum areas in Surat. The students organize awareness programmes on health education, family planning etc. through intensive field work programme.
- (d) Education - (1) Personality Development courses were arranged for college students. (2) Training programmes were arranged for school teachers. (3) One Social project entitled : Best Reading of the week were undertaken and completed.
- (e) Aquatic Biology - Faculty working with Coastal Development Planning Centre, Ahmedabad.

- (f) Bio-Sciences - Extension services are rendered to the farmers, Ayu. practitioners and Tribes as training in Primary health care using local herbal resource.
- (g) Computer Science - The Department conducts various training programmes for the non-teaching staff of the university and also gives computer training to the students of various departments like Rural Studies, Social Welfare etc.

18. Teachers and Officers newly recruited:

- (a) RMISSS - One Professor is appointed in the department.
- (b) Bio-Sciences - Two lectures are selected. Appointments awaited.
- (c) Computer Science - (i) The process of filling one reader's post is completed, (ii) The process of recruiting three lecturers from self-financed fund is completed, (iii) Placement Officer, Clerks, and Library Assistant will be recruited very soon.
- (d) Mathematics - Two guest lecturer were appointed for the period of Nine - Months on Lecture basis and was paid Rs. 250/- per lecture subject to the maximum of Rs. 10,000/- per month.
- (e) Dean, College Development Council
- (f) Registrar
- (g) Deputy Registrar
- (h) Placement Officer, D.B.I.M.

19. Teaching - Non-teaching Staff ratio:

93:347 \approx 1 : 3.73 appx.

20. Improvements in the library services:

Computerization completed

21. New books / Journals subscribed and their value:

- (a) Comparative Literature - Rs. 62,335/-
- (b) Economics - Rs. 57,755/-
- (c) Public Administration - Rs. 49,648/-
- (d) RMISSS - Rs. 60,382/-
- (e) Sociology - Rs. 83,255/-
- (f) Education - Rs. 73,345/-
- (g) Aquatic Biology - Rs. 57,823/-

- (h) Computer Science - Rs. 50,135/-
- (i) Mathematics - Rs. 1,10,704/-
- (j) Statistics - Rs. 1,07,659/-
- (k) English - Rs. 54,143/-
- (l) Business & Industrial Management - Rs. 85,073/-
- (m) Rural Studies - Rs. 35,208/-
- (n) Physics - Rs. 70,336/-
- (o) Chemistry - Rs. 68,061/-
- (p) Bio-Science - Rs. 93,597/-
- (q) Journalism / Mass Communication - Rs. 78,865/-

22. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

- (a) Education - Self Evaluation Report for students Feedback is introduced on teacher evaluation schedule.
- (c) Computer Science - Few teachers have adopted feedback system.
- (d) Statistics - Every teacher runs a questionnaire at the end of the course and the evaluation is done confidentially to upgrade the teaching standards.

23. Unit cost of education:

Rs. 51675/-

24. Computerization of administration and the process of admissions and issue of certificates:

- (a) Examination results are compiled through an IPR System. Results are placed on University Website.

25. Increase in the infrastructural facilities:

- (a) Comparative Literature - (i) Copier Toshiba Xerox machine, (ii) Television with VCD Player, (iii) Phone cum Fax machine, (iv) File racks etc.
- (b) Economics - 1 Printer & Scanner
- (c) Aquatic Biology - Extension of Department building (Rs. 29 lakh sanctioned by V.N.S.G. University)
- (d) Bio-Sciences - Building is extended (300 sq. mts.), New instruments added worth Rs. 20 lacs.

- (e) Computer Science - (i) All the class rooms are audio-visually equipped, (ii) Wi-fi Network is in use for LAN, (iii) CAT-6 Network is in use, (iv) A Conference Room, (v) AC Seminar Hall (240 seat capacity), (vi) Huge departmental library hall, (vii) Student's activity room, (viii) Ladies room.
- (f) Physics - New computers were purchased, Interfacing and Internet connectivity is increased. Some more space is allocated to department.

26. Technology Upgradation :

- (a) Comparative Literature – Internet access is provided by general system of V.N.S.G. Uni., Surat.
- (b) Economics - Some packages added in Computer Laboratory.
- (c) Public Administration - Existing facilities are consolidated.
- (d) Computer Science - The department has availed Wi-Fi Network for departmental LAN. Also Wi-Fi zone is created in the campus of the University. Also department has developed Optical Fiber Network for the University Campus.
- (e) Physics - (i) Computer Laboratory. (ii) Repairing of X-ray Machine. (iii) Constant Temperature bath, Software for material Science Laboratory purchased.

27. Computer and Internet access and training to teachers and students:

- (a) Comparative Literature - Internet access is provided.
- (b) Economics - To all.
- (c) English - Computer Laboratory with 23 Computers. Of the 5 members of the faculty, three teachers have Computers. The Computer Lab has Internet facility and students were encouraged to use the same for their submissions. A Computer Instructor was hired for imparting training to students in Computer Applications.
- (d) Education - The Department has two computers and one is having Internet connection. Teachers and Students use the computer regularly.

28. Financial aid to students:

- (a) Comparative Literature - The Govt. of Gujarat provides Scholarship to ST/SC and SEBC students.
- (b) Economics - Scholarships from outside sources.
- (c) Public Administration - University provides Scholarship.

- (d) RMISSS - As per government rules and regulation Scholarships are given to students.
- (e) Sociology - Post-Graduate students receive ST/SC/SEBC Scholarships from Social Welfare department, Government of Gujarat.
- (f) Education - Students are offered / Government and University merit Scholarship as per rules.
- (g) Aquatic Biology - Fellowship through University to Student belonging to reserved category.
- (h) Mathematics - Financial Aid to M.Phil & M.Sc. Students is given to SC/ST/SEBC Students by the Govt. of Gujarat.
- (i) Physics - As per the University rules the amount was sanctioned allotted for students from student union fund.
- (j) Statistics - Financial Aid to M.Phil & M.Sc. Students is given to SC/ST/SEBC Students by the Govt. of Gujarat.

29. Activities and support from the Alumni Association:

- (a) Economics - Occasional
- (b) RMISSS - Our department is having mail group i.e. mlwmhrdguru.com provide platform for interaction with past students.
- (c) Education - Alumni is active association and arranges lectures and educational programmes.
- (d) Computer Science - There is an Alumni Association

30. Activities and support from the Parent-Teacher Association:

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31. Health services:

Veer Narmad South Gujarat University runs a full-fledged Health Centre in campus itself with its own separate building. The centre is staffed with a full time Medical Officer and a Compounder-cum-Clerk and a Workboy-cum-Peon.

The centre is primarily an OPD unit with provision of 3 beds, out of which one is special room with air conditioner.

Health Centre is equipped with Refrigerator, Generator and an Ambulance, digital gadgets for Blood pressure Monitoring, Blood Sugar monitoring and a digital weighting machine for surveillance of Hypertension, Diabetes Mellites and coronary artery disease patients.

Health Centre uses Autoclave for sterilization of cotton, linen and all other surgical instruments for the use of its beneficiaries. Over and above disposable syringes and needles are strictly used for parental medications.

Health Centre Registers between 6500 to 7000, patients every year. Health Centre has got full armamentum of medicines for OPD level ailments. Centre also provides its services in annual student events like Youth Festival and Athletic Meet and examination periods over and above all events organized by University like Seminars, Conference etc. throughout the year.

32. Performance in sports activities:

Academic Year 2005-2006:

- (a) Shri Don Umang Gopalbhai, S.P.B. English Medium College of Commerce, Surat had win as Third Level in All India Inter University Yogasan, year of 2005-06 held at Udaipur.
- (b) Our University obtain Third Level in West Zone Inter University Cricket (Boys) Competition held at Jivaji University, Gwalior.

33. Incentives to outstanding sportspersons:

Prize for University Competition at National Level:

(i)	First winner in Individual event	Rs.10,000/-
(ii)	Second winner in Individual event	Rs. 7,000/-
(iii)	Third winner in Individual event	Rs. 5,000/-
(iv)	Everybody for Team Championship	Rs. 5,000/-
(v)	Everybody for Team Runners-up	Rs. 3,000/-
(vi)	Everybody for Team coming on Third level	Rs. 2,000/-

Individual Prizes for Inter University Competition in Zonal Level:

(i)	First winner Individually	Rs.7,000/-
(ii)	Second winner Individually	Rs. 5,000/-

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|-------|---------------------------------|-------------|
| (iii) | Third winner Individually | Rs. 3,000/- |
| (iv) | Everybody for Team Championship | Rs. 3,000/- |
| (v) | Everybody for Team Runners-up | Rs. 2,000/- |

34. Student achievements and awards:

35. Activities of the Guidance and Counseling unit:

36. Placement Services provided to students:

- (a) Economics - To M.B.E. Students
- (b) Public Administration - This year many students are placed in organizations where they undertook project work as part of the M.P.A. programme.
- (c) RMISSS - We publish Placement Bulletin which helps in placing students in various organizations.
- (d) Education - Yes, the students are helped to find suitable job.
- (e) Computer Science - Yes
- (f) Physics - Students of M.Sc. Electronics & Applied Physics (Tech.)-II are on their Industrial Training of eight weeks. After successful completion we invite the concern companies for campus interview in near future (if possible).

37. Development programmes for non-teaching staff:

- (a) RMISSS - Computer Training will be given to non-teaching staff.
- (b) Computer Science - Yes
- (c) Physics - (i) Any new instrument purchased by the department were inspected in presence of teacher concern and Lab. Technician & Lab. Assistant. The demonstration is also given by Company Executive. (ii) Computer and Internet utility are available to all non-teaching staff.

38. Healthy practices of the institution:

Research Starter Grant for newly appointed lecturers has been introduced. The new appointees will get Rs. 10,000/- and Rs. 15,000/- per annum in Humanities and Social Science and Sciences respectively for two years.

39. Linkages developed with National / International, Academic / Research bodies:

Department of Sociology with UNDP and UNESCO.

40. Any other relevant information the institution wishes to add:

- (a) Comparative Literature - under auspices of K.M. Munshi Chair different academic and cultural activities are organized.
- (b) Sociology - (i) The Department of Sociology will be conducting intensive Fieldwork on the "Types of Migrant Labour and their Social composition". The proposal is ready awaiting the permission from the University. The amount of Rs. 2 Lacs for Fieldwork is sanctioned by UGC under 10th Plan. (ii) The MSW students will be organizing a Health awareness programme for the Post-Graduate students in Social Science Building. (iii) The department will be organizing One-day Workshop on "Industry and Society, the Social Linkage" for MSW students in July 2006.
- (c) Education - The Department has introduced the "Open Book Test" in M.Ed. Examination.
- (d) Physics - A student of M.Sc.-I (Physics) is selected for winter school on TIFR, Mumbai.

Part C :

Detail the plans of the institution for the next year.

- 1. Departments and faculty members be asked and encouraged to make Project proposals in contemporary areas of research. Atleast one major research project proposal must be made by each of the Departments.
- 2. Those Departments which fulfill requirements for Special Assistance Programs (SAP) of UGC be encouraged to make proposals.
- 3. To assure quality in research (Ph. D. and Post-Doctoral) several measures were suggested
 - (a) Pre-Registration viva/presentation may be held
 - (b) Panel of experts in each of the subject / specialization be obtained from HOD and other supervisors for evaluation of thesis / dissertations. This database will aid Board of Studies in suggesting panels of Referees.
 - (c) Open defense be encouraged. Modalities be worked out.
 - (d) Wherever possible or necessary foreign referees names be suggested.

- (e) A course in Research methodology be made mandatory for all research students.
4. E-Journal awareness through Library services amongst teachers and students be created by appropriate information transmission. Feed back be obtained.
 5. Post of Information Scientist in the library be filled up for appropriate management and transfer of data.
 6. To summon support, inclusion and participation of society a Non-academia expert database preparation is already initiated at CDC level. All concerned should contribute actively towards this effort.
 7. Introduction of Foreign Language courses be done.
 8. With the new academic sessions all Boards of Studies be asked to prepare soft copy of their latest syllabus. Whenever new courses are introduced or existing ones are revised their incorporation in the soft copy be assured by the BOS.
 9. "Statistical Cell" be established along the lines of UGC recommendation. Appropriate appointments be made and duties defined.
 10. Career Development Cell be instituted as soon as possible. Amongst its other functions organization of orientation, counseling and teaching towards preparation for GSLET/NET Examinations be organized. Alternatively exclusive centre for competitive and qualifying examinations may be instituted.
 11. University Website be maintained on regular basis. If necessary a person be appointed exclusively to enter, classify and update information. Utility of website be made more inclusive.
 12. All Departments be asked to establish/activate Alumni Association which can contribute materially as well as academically to Departments and the University.
 13. Comprehensive insurance for Students (including Health) be negotiated with appropriate agencies.
 14. Availability of Public transport be monitored and regularized so that students can participate in various programmes more actively.
 15. Guest House maintenance be monitored.
