

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

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**Year of Report : 2007-08**

**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.**

- Following New courses introduced as planned in the beginning of the year.
  - M.Sc. Pharmaceutical Chemistry
  - M.Sc. Environmental Chemistry
  - Revised self financed programme for Industrial Mathematics
  - HRD Programme in evening
  - Part-Time MPA programme (Credit System) for employees of Public Sector and other Public institutions
  - M.Sc. Applied statistics as parallel programme for UG students
  - M.Sc. (Tech.) in instrumentation (integrated) (under process)
- There were total of 47 Conferences, Workshops & Training Programme for teachers & research students have been organized.
- An effort has been made for more companies to hold campus interviews for the placements of students. There were 64 students of MBA dept. has successfully placed in various reputed companies like ICICI, IDBI, CITY Bank, Torrent, Adani, HDFC etc.
- Experts from different institutions & industries were invited to deliver lectures.
- New equipments were purchased for laboratory
- Teachers have prepared new research proposals. Planning to ask for second phase grant for DST-FIST programme for Physics dept.
- Guidance lecturers were organized for NET/GSLET/GATE examination.
- The new syllabus has been implemented for comparative literature
- Orientation programme were organized for the students joining the P.G. department first time in the subject of Comparative Literature, Hindi Literature and Gujarati Literature
- Different activities have been conducted during the year under K. M. Munshi Chair Unit like (a) Study group for students and teachers, (b) Inviting distinguished scholars for lecture, (c) Publication and other activities.
- Extension of RMISSS Building and setting up Modern Computer Laboratory at RMISSS and Statistics are under progress.

- Two M.A. Economics students could win first prize and third prize at state level essay competition on labour issues in Gujarat held at Ahmedabad.
- Visited industrial units provided practical exposure to students.
- Encouraged faculty and students to use various tools for teaching learning process. i.e. multi-media projector as teaching aid and for making classroom presentation.
- Published Working Papers.
- Provided quality books to students so that they are inspired to read.
- Organised extra curricular activities to develop hidden potentialities of the students.
- There is an ongoing effort to enhance the quality performance of the department through various means like participation and paper presentation in seminars / workshops by the faculty.
- As per the plan fulfilled the academic objectives by the year end like establishing the UGC sanctioned Centre for the Study of Social Exclusion and Inclusive Policy (CSSEIP).
- The Department of Rural Studies has offered new professional courses: (1) Post-Graduate Diploma in Development and Management of Rural Organisations, (2) Post-Graduate Diploma in Co-operative Business Management and (3) Post-Graduate Certificate programme in Rural Marketing
- Field trips for biological studies are planned in advance.
- Added emphasis is given to the practical training.
- At Bio-science dept. every Friday 11.00 to 12.00 is reserved for the seminar presentations by students. This is attended by all the students and the faculty members. This is specially to develop capacity for public speaking and training for the preparations of presentations.
- At every class the presence sheet is signed by individual students. The faculty mentions the type of class as Lecture / Seminar / Discussion Class / Class Test etc, Name of the topic and short description of the topic.
- At the end of the year students are asked to fill in the form with their comments on the teaching and training received by them.
- Each teacher conducts class test, assigns term paper to the students and conducts class seminar in his / her subject.
- There is an ongoing effort to enhance the quality performance of the department through various means like participation and paper presentation in seminar/workshop, Development of teaching aids and methodology.
- All faculty members are actively engaged in research and development activity which focus on research and extension work.
- Students are motivated to use department library.
- Invites speakers from other university of the states & country to deliver series of lectures to M.Sc./M.Phil. Students.
- Problem solving methodology is developed among the students by giving them assignment on the subject matter of M.Sc. Programme.
- Chalked out time-table is fully followed in respect of Day to Day teaching Scheduled, Unit test, Internal test, etc.
- Department Library is strengthening by adding few good books of research level and M.Sc./M.Phil. Curricula.
- Staff council and Department Research studies committee meets as and when required.
- Admissions are made in time.
- Departmental profile was presented through power point presentations to all the students in presence of their parents / companions.

- Detailed information about the faculties availability of courses, structure of syllabus, Number of seats available in each course, Reservation seats, Fee structure etc.. are given by presentation.
- Prior permission for visiting faculty was granted therefore teaching work was started in time.
- Time table was prepared and implemented in time. Laboratory / Practical work was started in time. Orientation for Lab work, shouldering, practice, instrument awareness etc. was sufficiently exercised.
- Unit tests were scheduled properly and well in advance informed to students.
- To maintain the continues evaluations of each students alignments, tutorials are given for each section of papers.
- General seminar slot is kept on time table.
- D.R.S.C. and Departmental meetings are regularly held and deliberations are made to improve quality.
- Pre registration viva for Ph.D. is held at an appropriate interval of time.
- To bridge the gap between the theory and practice of statistics and to help the society as a whole by providing good statistical analysts to different kind of industries and hence enhancing the job prospects of the P.G.Students of this subject, the department has decided to start a New, Innovative and Interdisciplinary programme, M.Sc.(Applied Statistics) from the academic year 2007-2008. To get the intended success and achieve the goal and to serve the main purpose of the courses, the department prepared posters & brochures giving information regarding the courses and the job scope and then sent to all the colleges affiliated to south Gujarat university. The department is also developing contacts with different industries for possible consulting services which the department can provide them and at the same time the placement of the students of the department can be done along with their industrial project work. As a result we have received very positive response from a few of them and some industries/firms have even proposed to come for campus interview also and also agreed to take some students for project work.
- The University presently offers a Post Graduate Diploma in Mass Communication and there is need to upgrade it to an M A (Mass Communication) programme as that would increase the value of the programme and increase the job opportunities for the students. It would also open the up opportunities for research (M.Phil. and Ph.d.). Hence there was an effort to start an M A (Mass Communication) programme. Accordingly the syllabus was drafted and passed through the various bodies of the university. Also attempts were initiated to start a Television Studio, Computer Lab, develop a Radio Studio as this was the basic infrastructure needed so that the students may get the best practical exposure so essential for making a career in the field. There was also an attempt to have the academic services of practicing journalists and feature writers. This would motivate the students to greater creative heights, an essential requirement in the media industry.

## **PART-B :**

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

- Created the awareness about single literature generally its study, specifically comparative literature, Indian Literature and world literature. We would like to prepare our study in terms of multidisciplinary studies also.
- Innovative teaching methods like seminars, group discussions etc attempted;
- The faculty members published 5 research papers in refereed journals and gave lectures in workshops, seminars etc;
- A faculty member attended Orientation Programme as part of Faculty Improvement Programme.
- Upgradation and revision of Syllabus.
- Organized personality development classes
- Organized Co-curricular and Extra curricular activities
- Organized Special computer training classes.
- Invited experts from industries as academics for special lectures
- The Departmental staff advisory committee meets frequently to discuss and plan the academic activities in the Department from time to time with the aim of maintaining academic standards.
- To prepare good teacher trainees for society
- The role of Rural Development in the Indian Economy is well acknowledged. The Department strives to equip students to understand and analyse various issues pertaining to Rural Development. It exposes students to the ground realities prevailing in the field of Rural Development and equip them for various tasks in view of post liberalization development, Self Help Group based microfinance revolution, Panchayati Raj Institutions, the changing role of co-operatives, spread of new types of rural industries and various self employment based activities.
- Students promoted to take part in the seminars, filed work and various competitions.
- To strive for the excellence in teaching and research.
- The department of computer science is committed to provide quality education in the field of Computer Application and Information Technology. To meet this goal apart from class room studies department organizes many workshops for the students. A certification workshop has also been organized by the department. In this workshop few students got certified on IBM DB2 9. The teachers of the department have also participated in many technical events to update their knowledge.
- Innovative teaching methods like seminar, Assignment, Library reading etc attempted
- The faculty members have published 9 research papers in standard journals and gave lectures under UGC exchange scheme and participated in workshops / Seminars.
- Design, Built and Test type of Experiments are given to all M.Sc. Students.
- Assignments Seminar / Tutorials and unit tests are taken as a part of an internal examination.
- Efforts were initiated for placement of successful students in reputed organizations.

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

- **Comparative Literature:** P. G. Centers of Hindi & Gujarati Literature have been started in the department in addition to the existing Courses of M.A., M.Phil. & Ph.D. in Comparative Literature.
- **English:** Syllabus revised for M.A. Part I
- **Public Administration:** Initiated Part Time MPA Programme for the benefit of people working in Public/Private organizations.
- **R.M.I.S.S.S.:** PG Diploma in Research Methodology, Semester based MHRD Programme
- **Education:** M.Phil (Education) NET-SLET Classes for SC/ST.
- **Rural Studies:** Post-Graduate Diploma in Development and Management of Rural Organizations, Post-Graduate Diploma in Co-operative Business Management land, Post-Graduate Certificate Programme in Rural Marketing.
- **Bio-Sciences:** Advanced post Graduated Diploma in Medicinal Plants (UGC sponsored), M. Sc. Biotechnology, Five Years Integrated Course, Diploma in tools and techniques in Genetic Engineering (Govt. of Gujarat sponsored).
- **Chemistry:** M.Sc Pharmaceutical Chemistry, Environmental Chemistry.
- **Statistics:** M.Sc.(Applied Statistics)
- **Mass Communication:** M. A. (Mass Communication)

## 3. Innovations in curricular design and transaction:

- **Comparative Literature:** Syllabus of M.A. Part: I & II (10 Papers) in Comparative Literature was revised as per UGC recommendation.
- **Economics:** Competition week, Sports activity.
- **Public Administration:** Credit system at PG level was introduced a couple of years back and we are practicing innovative teaching methods.
- **R.M.I.S.S.S.:** Project based assessment is introduced in Subjects like Applied Statistics, Research Methodology and DBMS.
- **Sociology:** Add additional topics to the curriculum after getting feed back from the students, Revising syllabus.
- **Education:** Open books Examination, Symposium
- **Business & Industrial Management:** Restructuring of the MBA Programme Curriculum initiated.
- **Rural Studies:** Revised syllabus of MRS Programme and introduced semester system.
- **Aquatic Biology:** Curriculum in Biotechnology is recently designed implemented
- **Chemistry:** Syllabus revised
- **Mathematics:** Practicing innovative teaching methodology through problem solving techniques for M.Sc. and M.Phil. students.
- **Physics:** Teaching through Laptop and LCD Projector, New Syllabus is framed out. Free Internet access to students, Three specializations are available to M.Sc. Part-II Physics Students. 1. Electronics, 2. Theoretical Physics, 3. Material Science
- **Statistics:** M.Sc.(Statistics) course revised and introduced different statistical packages in it.
- **Mass Communication:** The curriculum of the M A Mass Communication reflected practical orientation given to the courses. The P G Diploma in Journalism programme was upgraded and Knowledge of Computers included

in the syllabus. Computer Lab was established for imparting training to the students.

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

- **R.M.I.S.S.S.:** PG Diploma in Research Methodology Programme
- **Business & Industrial Management:** MBA
- **Bio-Sciences:** Advanced Post Graduated Diploma in Medicinal Plants, M. Sc. Biotechnology, Five Years Integrated Course.
- **Statistics:** : M.Sc.(Applied Statistics)

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

- Coded Answer sheets, Computerized results
- **Economics:** Conducting surprise test periodically at the end of each module.
- **Public Administration:**
  - Answer books of candidates are shown after the result is published and reassessment, if any, is done in presence of the students;
  - Internal assessment is “open” and students are given opportunities to improve their grades by permitting them to present/appear in additional tests/seminars/assignments
- **R.M.I.S.S.S.:**
  - In Semester System Continuous Assessment of Students is done through assignment, term paper, class presentation etc.
  - Examination by Project Work field based Study introduced in Applied Statistics and Computer Application
- **Education:** Open books Examination, Showing answer sheet to M.Ed. Students
- **Bio-Sciences:** Examination comprises seminars, assignment writing, group discussions and conventional exams.
- **Mathematics:** Internal assessment is open and students are shown the assessed answer books to observe their mistakes and so that they can improve their scores in future.
- **Mass Communication:** Examination reforms implemented: Practical question based question papers were set.

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

- **Economics:** GSLET – 02 candidates
- **Physics:** GSLET - 01 candidate

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

- **Comparative Literature:** Teachers in the department have attended seminars and conferences and presented papers.
- **Economics:** Encouraging teachers to attend workshop, training programme, conference and seminar

- **English:** Two lecturers of the Department attended refresher courses. Teachers in the department have attended seminars and conferences and presented papers.
- **Public Administration:** Faculty members regularly participate in National Conferences/Seminars/Workshops.
- **R.M.I.S.S.S.:** We are organizing workshop on Research Methodology and HR Week Regularly both for students and faculty.
- **Sociology:** Faculty members are often encouraged to attend seminars and present papers.
- **Education:** Saptahik Vyakhan Mala (every Saturday), Universities and other scholar lecture are arranged.
- **Business & Industrial Management:**
- Details related to Faculty members' participation in conferences / seminars and Faculty Development programmes.

Sr No.	Participation of Faculty members - Name of the institution & Place	Details of Event and Participation	Date and Year of Event.
1.	Indian Institute of Technology, Mumbai.	10 <sup>th</sup> Annual International Convention of Strategic Management Forum	May 10-12, 2008.
2.	Jointly Organized by Business Counselling Cell, DBIM, VNSGU ,Surat and CED, Gandhinagar.	A seminar on: Opportunities, Challenges and Strategies for Retail Entrepreneurs	March 1, 2008
3	Jointly sponsored by the SGCCI, Shri Surat Jari Manufactures' Association , and The Surat jari Goods Producers' Co-operative Society- Surat.	Workshop on: Management of Family Business, Surat Zari Industry	September 28-29, 2007
4	AICTE New Delhi, Organized by IIM Khozikkode in association of IIM Lucknow	Convention on: Global Competition and Competitiveness of Indian Corporate	18-19 May 2007
5	Research Development Jaipur	Emerging Issues in Accounting, Information Technology, Business & Management	05-06 Jan-08
6	IIM Calcutta in collaboration with Strategic management forum	One week FDP on Merger and acquisition strategies (eluctive course)	01-06 May 07
7	Bhartiya prkrutic jivan sang in collaboration with Kasturba Gandhi Sevashram at Indore	Three day Gyan satra on Naturopaty	11-13 May 07
8	SRIMCA, Tarsadi Bardoli.	Two day national level Conference	23 Feb, 2008
9	SRIMCA, G.V.Nagar Tarsadi, Bardoli	One day seminar on "project management"	12 Oct 2007
10	Smt. T.J.Patel, commerce college Nadiad	One day seminar on "BANKING REFORMS IN INDIA"	25 Nov, 2007
11	MRS Department VNSGU, Surat	Workshop on Corporate Social Responsibility and Rural and Development in Gujarat	
12	DEMISS, VNSGU, SURAT.	Workshop on Training Process.	Feb, 2008
13	Dept. of Economics, VNSGU, Surat	Workshop on Intellectual Property Rights	30 <sup>th</sup> March, 2008
14	DRMISS, VNSGU, SURAT	Workshop on Research Methodology	10 <sup>th</sup> Sept, 2008
15	ICFAI	Faculty Development Programme	Dec, 2007
16	Indian Institute of Technology, Mumbai	10 <sup>th</sup> Annual International Convention of Strategic Management Forum	May 10-12, 2008

17	M.S.University, Baroda.	Managing Global Competitiveness: India and Canada Perspectives'	17-19 Jan 2008
18	SRIMCA, G.V.Nagar Tarsadi, Bardoli	Innovative Dimensions for Business and Information Technology.	23-24 Feb 2008
19	Department of Rural Studies V.N.S.G.Uni, Surat.	Corporate Social Responsibility Practices and Rural Development in Gujarat.	8 March 2008
20	Prestige Institute of Management, Gwalior.	A national seminar on "Key Drivers of Organization Excellence"	29,30 March 2008

- **Bio-Sciences:** Senior faculty delivered lectures at refresher courses held in the different Universities of Gujarat and Maharashtra.
- **Computer Science:**
  - An informative talk on "Drug Designing" by Vijay Chathaiyawala, Torrent Pharmaceuticals, Gandhinagar
  - A talk on "Personality Development" by Dr Ashwin Desai.
  - A Talk on "Beyond the Books" by Mr. Amber Marfatia, Alumni of Department
  - Faculty development program on TSM sponsored by IBM (3 days)
  - Workshop for students on TSM sponsored by IBM (3 days)
  - Certificate workshop on DB2 9 for teaches of various computer science, IT and engineering courses of the university, sponsored by IBM, 9 teachers were certified
  - A Talk on "Embedded Systems" by Janak Patel and Mr. Anand Darji of SVNIT, Surat
  - An informative talk on "Genetic Algorithms" and its applications" by Dr. D.P. Ahalpara., Senior Scientist Plasma Research Laboratory, Gandhinagar
  - Certification program for DB2 9, Sponsored by IBM. In this program 231 participants from various colleges affiliated to our university took part out of which 33 got certified.
  - Final round for sort listed students from the state of Gujarat participated in a nationwide project competition TGMC (The Great Mind Competition). 11 teams from various colleges of Gujarat Participated in the event.
  - Computer Awareness program for 30 Non-teaching employees is going on. this program the participant are trained for CCC+ examination. 3- Non Teaching Staff Members were trained.
  - A Three days workshop on "Insilco Bioinformatics" was organized on 24<sup>th</sup>, 25<sup>th</sup>, 26 th March, 2008
- **Mathematics:** Faculty members are regularly participate in national level conference / seminar/workshops and presentating their research work.
- **Physics:** Newly appointed teacher received a research starter grant from University, Teacher can prepare research papers / proposal for funding and all sent through Department. Training to create healthy environment for research Students

#### 8. Total number of seminars / workshops conducted:

- **Economics:** 02
- **R.M.I.S.S.S.:** 07
- **Sociology:** 01
- **Education:** 14
- **Business & Industrial Management:** 02
- **Rural Studies:** 02



- **Bio-Sciences:** 01
- **Chemistry:** 02
- **Computer Science:** 12
- **Physics:** 04

**9. Research Projects:**

- **Economics:** Ongoing : 02 ONGC, UNICEF  
Completed : 01 AIDS Project
- **Public Administration:** Under took an election survey on behalf of Lok Nidhi and CDSS, New Delhi.
- **R.M.I.S.S.S.:** Employee satisfaction survey at Gujarat State Electricity Generation, Hazira, Surat.
- **Education:** Newly implemented: 01
- **Rural Studies:** Newly implemented : 01 (Nirmal Gram Puraskar -2008)
- **Aquatic Biology:** Completed – 01 “Assessment of treated effluent from ONGC for Aquaculture and Agriculture Use” Sponsored by ONGC.” (Dr.Mohini Gadhia -Principal Investigator)
- **Bio-Sciences:** Newly Implanted : UGC - 01  
Completed : Parzor - 01, DST- 01
- **Chemistry:** Newly implemented :01  
Completed :01

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

- **Bio-Sciences:** One Patent filed, under process.

**11. New Collaborative research programmes:**

- **Bio-Sciences:** DST project with S. P. University, Vallabh Vidyanagar.  
NRC MAP : ICAR Institute, under development.

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

- **Education:** Research grants received from GCERT, Gandhinagar – Rs.20,000/-
- **Aquatic Biology:** ONGC, Hazira
- **Bio-Sciences:**
  - Parzor : Rs. 12.00 Lacs.
  - DST : Rs. 61.40 Lacs.
  - UGC : Rs. 70000-00
  - Govt. of Gujarat : Rs. 32.00 Lacs (Genetic Engineering)
  - UGC : Rs. 38.00 Lacs (Innovative Programme)
- **Chemistry:** From UGC & SC Johnson
- **Physics:** DST-FIST Grant of Rs.20 lacs (2004-09)

**13. Details of research scholars:**

- **Comparative Literature:**  
M.Phil : Degree awarded – 01, Continuing - 06  
Ph.D. : Degree awarded – 00, Continuing - 01

- **Economics**  
M.Phil : Degree awarded – 02, Continuing - 07  
Ph.D. : Degree awarded – 02, Continuing - 03
- **English**  
Ph.D. : Degree awarded – 00, Continuing - 02
- **Public Administration**  
M.Phil: Degree awarded - 01  
Ph.D. : Degree awarded - 02
- **R.M.I.S.S.S.:**  
Ph.D. : Degree awarded - 04
- **Sociology**  
M.Phil: Degree awarded - 03  
Ph.D.: Continuing - 09
- **Business & Industrial Management**  
Ph.D. : Degree awarded – 09, Continuing - 04
- **Aquatic Biology**  
M.Phil. : Degree awarded - 01  
Ph.D.: Continuing – 09
- **Chemistry**  
M.Phil. : Continuing - 14  
Ph.D.: Continuing - 38
- **Computer Science**  
Ph.D. : Continuing - 06
- **Mathematics**  
M.Phil. : Continuing – 06  
Ph.D.: Continuing - 08
- **Physics**  
Ph.D.: Continuing – 03
- **Statistics :**  
M.Phil : Continuing - 07  
Ph.D. : Continuing – 05

**14. Citation index of faculty members and impact factor:**

- **Aquatic Biology:** PKG, PVD
- **Chemistry:** Total>2000 in 2008. IF = 25

**15. Honors / Awards to the faculty:**

- **Computer Science:** Dr. Apurva Desai appointed on an Editorial Board of “International Journal of Computer Science and Information Technology”
- **Mathematics:** One faculty member awarded best research paper presentation in Gujarat Science Academy Conference held at Bhavnagar

**16. Internal resources generated:**

- **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.
- **Aquatic Biology:** Through Higher payment seats: 2 seats in M.Sc.

- Rs. 40,000/- year
  - **Statistics:** self finance course M.Sc.(Applied Statistics)
17. **Details of departments getting SAP, COSIST (ASSIST) / DST-FIST, etc. assistance / recognition:**
- **Sociology:** UGC has sanctioned the Centre for the Study of Social Exclusion and Inclusive Policy (CSSEIP) in 2008.
  - **Chemistry:** SPA granted by UGC
  - **Physics:** DST-FIST
18. **Community services:**
- There are more than 20000 students of 53 affiliated colleges associated with NSS of the University.
  - The following programmes have been organized under NSS during the year. AIDS awareness Programmes, Blood Donation Camp, Spectra at Free of Cost, Thalassaemia awareness Programmes, Tree Plantation Programmes, Celebration of Republic Day, Sakshardeep Abhiyan, Quiz Competition, Exhibition to save environment, Traditional Programmes etc.
  - 10 day shivir has been organized by the 42 affiliated colleges associated with NSS where by following activities conducted during the year. Road Repairing, Drama to remove superstition, Women empowerment Programmes, Pulse Polio Awareness, Wall Painting, Public Relation, Well for Water Harvesting.
  - **Economics:** Blood donation by M.A and M.B.E at University Campus
  - **Public Administration:** As part of field work, students participate in Social Welfare Programmes; Faculty members give lectures in Social Organizations/NGOs.
  - **Sociology:** Students from Social Work, Department of Sociology are involved in Community Services through different Agencies Like, Surat Municipal Corporation, PSM Department, Civil Hospital and other NGOs in Surat.
  - **Business & Industrial Management:** Women Entrepreneurship development activities.
  - **Aquatic Biology:** working with fisherfolks
  - **Bio-Sciences:** Conducted tribal training programmes at Hindla, Dheduki.
  - **Statistics:** Donation through army flag & stickers
19. **Teachers and officers newly recruited:**
- **Comparative Literature:**
    - Shri Mukesh Vasava (M. A., M. Phil.) (Guest Faculty)
    - Shri Manish Patel (M. A., M. Phil.) (Guest Faculty)
  - **Economics:** Dr. Gaurang Rami ( Reader )
  - **R.M.I.S.S.S.:** Temporary appointed Placement Officer and Lab Administrator on fixed salary.
  - **Education:** New Staff Recruited for M.Ed. Self-finance course
    - Dr. Infekhar Ansari, Lecturer
    - Dr. Jayaben Halatwala, Lecturer
    - Dr. Rashmiben Trivedi, Adhoc Lecturer
  - **Aquatic Biology:** 2 Guest lecturers
  - **Bio-Sciences:** Ms. Jagruti Barot, M. Sc., Lecturer in Biosciences (Animal Science)

- **Mathematics:** One guest lecturer was recruited for M.Sc. programme.
- **Physics:** One Reader and one lecturer were recruited.
- **Statistics:** Dr. Arti Rajyaguru as a Reader

**20. Teaching-Non teaching staff ratio:**

- 85 : 344 ≈ 1 : 4 appx.

**21. Improvements in the library services:**

- **Central Library:**
  - During the year total 2274 books and 213 magazines have been purchased at the cost of Rs. 11,34,132/- and Rs. 1,17,352/- respectively at University Central Library.
  - University central library opens 9:00 am to 9:00 pm on Monday to Friday and 10:30 am to 6:00 pm on Saturday and Sunday.
  - Students is availing facility of free of cost internet, Books Loan facility, photocopy facility, Use of computer for searching of desire books, reference books, magazines etc.
  - During exam period central library is remaining open on holiday with other necessary services.
  - Special training is provided for basic library function to the students of the university departments.
  - Special space is provided to the M.Phil. & Ph.D. students.
  - Outside Visitors also availing library facilities.
  - Internet facility is available to all teachers and students.
- **Economics:** Additional seating arrangements in the departmental library
- **R.M.I.S.S.S.:**
  - Library has introduced "SOUL" Software Technology.
  - Library readers ticket system is adopted.
  - Documentation and Database Centre has been setup
  - Presently Started Computerised process of Issue and Returns of Books.
  - Bar code System is Introduced in the Library
- **Business & Industrial Management:**
  - DBIM Library has a computerized information retrieval documentation and web inquiry center using "SOUL" software. The Library has its own network with nodes and server having Internet connectivity of 256 kbps band width which is connected to departmental LAN networks.
  - The Library offers special information services like reference, documental, press clipping and reprint of articles.
- **Aquatic Biology:** Departmental library facility started with 153 books

**22. New books / journals subscribed and their value:**

- **Comparative Literature:** Books of Rs.1,99,239/- have been purchased from the UGC Library Grant.
- **Economics:** Books about 1 lakh were purchased for the central library. Departmental library also subscribe about 40 journals.
- **English:** Books worth Rs. 25000 (Rupees Twenty five thousand only) were purchased in the departmental library. Foreign journals worth Rs. 35000/- (Thirty five thousand) were added during the academic year.

- **Public Administration:** About 50 books added to the Departmental Library.
- **R.M.I.S.S.S.:**
  - Total books for Departmental Library 4500 (2008-09)
  - 1270 books added for the academic year 2007-08 worth Rs.4,50,000/- Approx
  - 31 Journals subscribed worth Rs.40,000/-
- **Sociology:** Purchased books/journals of Rs. 40,000/- for the academic year 2007-08
- **Education:** Rs.4,500/- subscribed for year 2007-08 (for Journals)
- **Business & Industrial Management:**
  - The Library currently has 8516 books and subscribes 41 National & International journals.
  - Books added during the academic year 2007-08 = 1005 books.
- **Rural Studies:** 15 Journals of total Rs.3999/-
- **Aquatic Biology:** Books of Rs.16, 412 /-
- **Bio-Sciences:** 400 Books & 127 Journals
- **Computer Science:** Purchased 143 books valued Rs 59263, subscription of 8 magazines/journals renewed.
- **Mathematics:** Approximately books and journals of Rs.2 Lacs was added in the university library and around 40 books are added in the department library costing approximately 20 thousand.
- **Physics:**
  - Approximate 300 books purchased (Rs.1.6 lacs)
  - 02 + 08 journals are subscribed (Rs.75,000)
- **Statistics :** 10 Books of Rs. 7130/-

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

- **Economics:** Workshop Feed back is taken: for subsequent workshop the suggestions are taken into consideration.
- **Public Administration:** Informally done through discussions – If students have complaints they inform the Head of the Dept., Also a student assessment questionnaire was circulated to get feedback from the students.
- **Business & Industrial Management:** Certain Teachers have taken feed back for making class room teaching more effective.
- **Aquatic Biology:** M.Sc. Aquatic Biology, Steps were taken towards improvements
- **Computer Science:** MCA & PGDCA
- **Mathematics:** Informally done through discussion. If the students have complains they inform the Head of the department and Head inform the teacher concerned.
- **Physics:** One the basis of student feedback some of courses are interchanged within faculties.
- **Mass Communication:** The students assessed teachers on a 5 point scale on various parameters and their feedback was forwarded and discussed with the teachers for corrective action.

**24. Unit cost of education:**

- Rs. 46,550/-

- 25. Computerization of administration and the process of admissions and examination results, issue of certificates:**
- University has formed Central Admission Committee who is looking after the Admission Procedure for B.Com, BCA and BBA. Admission is given strictly on merit. Whole admission process is computerized.
  - Using computers for the purpose of PG admission and preparation of internal evaluation results. All information regarding staff and students is stored in the computer.
  - Centralized Admission at State level (Gujarat Common Entrance Test-GCET)
- 26. Increase in the infrastructural facilities:**
- **Economics:** 5 laptops were purchased
  - **R.M.I.S.S.S.:** 16 Computers are added to the Computer Laboratory, All computers in the computer lab have internet facilities, Timings of library increased.
  - **Sociology:**
    - Purchased following equipments for the Department (Xth Plan)
      1. 1 Toshiba Make Digital Photo Copier Model eStudio - 166,
      2. H-Tek Make Inverter 4000 VA (3.2KW) with 3 Hrs. back up,
      3. 4 HP LaserJet Printers,
      4. Sony Handycam DCR DVD 808 with 1GB Memory Stick,
      5. Mega MPA – 100 ampli speaker with cordless mike system,
      6. Optima SOHO EPABZ System 205 with 4 Telephone Instruments (Beetle Secure).
  - **Education:** 50 chairs and 3 cupboards
  - **Rural Studies:** 12 computers
  - **Aquatic Biology:** Extension of building with installation of computer and internet including Wi-fi facility to M.Sc. students research scholars and staff.
  - **Computer Science:** Lab & office equipment: Rs 234600
  - **Physics:** Research Laboratories are also developed for Material Science / Electronics Students.
  - **Statistics:** Developed a new computer lab with 20 P-IV
  - **Mass Communication:** Computer Lab was developed.
- 27. Technology up-gradation:**
- **Comparative Literature:** E-mail access is provided by general system of VNSGU SURAT.
  - **Economics:** LCD projector and Visualiser are used in the class
  - **English:** Installed language laboratory software in our computer laboratory. That will be used in imparting training to students.
  - **R.M.I.S.S.S.:** Upgradation of Computer Laboratory. Statistical Packages like SPSS, Minitab and E-view are procured.
  - **Education:** 5 Laptop for faculty
  - **Business & Industrial Management**
    - Purchased computers for computer lab.
    - Two Multimedia Projectors Purchased for effective class presentation and support for the study

- Software Purchased for data analysis SYSTAT-12, CYGNUS knowledge portal for IP/ LAN and CAPITAL LINE database.
- Digital language lab developed.
- Centralized Inverter System established in the department
- **Physics:**
  - New computers are purchased.
  - Networking facilities are also raised.
  - New high precision instruments are purchased as suggest by concern laboratory teachers In-charge.
- **Statistics:** Purchased SYSTAT-12 Software

## 28. Computer and Internet access and training to teachers and students:

- **Comparative Literature:** E-mail access is provided by general system of VNSGU SURAT.
- **Economics:** Internet facility is made available to teachers and students in the Computer laboratory.
- **English:** All teachers are provided with computers. Two teachers have been issued laptops. The computer lab has internet facility.
- **Public Administration:** Available in the Department's Computer lab. About 17 PCs and 1 Server
- **R.M.I.S.S.S.:** Department organized a training program on introduction to SPSS and GRETL (statistical software packages) for all the students, research scholars and the faculty members.
- **Sociology:** All the faculty members, students and administrative staff are acquainted with computer applications.
- **Education:** Computers with Internet Connection
- **Business & Industrial Management:**
  - 02 Compulsory papers related to computers and its application in Management is part of the Syllabus.
  - Each faculty member has independent Internet access.
- **Rural Studies:** Teachers have access to internet facilities
- **Aquatic Biology:** 2 days training provided to students and faculty.
- **Computer Science:** Staff & students have internet access. Training to students & staff is provided through the workshops.
- **Mathematics:** 20 computers with 1 server at laboratory and All faculty members have computer and internet facility.
- **Physics:** Some of the software based experiments are introduced in syllabus as a part of their curriculum student learns the computer.

## 29. Financial aid to students:

- Students of the educationally and economically backward communities and those belonging to Scheduled Castes and Scheduled Tribes are given scholarships by the Government of Gujarat.
- Students also avail of scholarship of different organizations.
- India Oil Scholarship
- Through research projects
- Financial aid was availed for some students from the philanthropist to make up their fees.

### 30. **Activities and support from the Alumni Association:**

- **Economics:** Alumni Association has been formed for students who have passed out.
- **English:** We have an Alumni Association which held a meeting during the year. The office-bearers elected have decided to hold seminars and workshops in collaboration with the department.
- **Public Administration:** Interaction with students through lectures/Seminars
- **R.M.I.S.S.S.:** Regular meeting of Alumni is held every year.
- **Business & Industrial Management**
  - As guest faculty
  - Curriculum development
  - Placement
- **Chemistry:** Active association of alumni
- **Computer Science:** Alumni remain in touch with the department and provide useful support.
- **Mass Communication:** Alumni Association *Abhivyakti* formed on April 1, 2007 with the following objectives:
  - For networking with alumni placed in media units.
  - To enhance placement of students
  - For academic activity like Lectures by eminent journalists, seminars and discussions on topics of relevance to mass media.
  - A seminar on women in journalism was held in March 2008 jointly by the Department and the Alumni Association.

### 31. **Activities and support from the Parent-Teacher Association:**

- **Education:** Lecture – 'Anusandha' – Late teachers for association – 2 lectures

### 32. **Health services:**

- 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.



### 33. Performance in sports activities:

Veer Narmad South Gujarat University Sports Performance All India and West Zone Inter University Performance of Cricket & Yoga.

- Veer Narmad South Gujarat University Cricket Men team stood Third place in West Zone Inter University Cricket Tournament held at Jivaji University, Gwalior.
- Mr. Dawn Umang Gopalbhai, S.P.B. English Medium Commerce College, Surat place third in All India Inter University Yogasana Championship held at Mohanlal Sukhadia University, Jaipur.

### 34. 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/-
(iii)	Third winner Individually	Rs. 3,000/-
(iv)	Everybody for Team Championship	Rs. 3,000/-
(v)	Everybody for Team Runners-up	Rs. 2,000/-

### 35. Student achievements and awards:

- **Comparative Literature:** Awarded Rajiv Ghandi national scholarship to Rajesh Patel
- **English:** The students of the Department of English participated in nine items in the University Youth Festival held at Rajipla during 27-29 January, 2008 and won prize in three categories : Classical Instrument Music (First Prize), Garba (Third Prize) and On the Spot Painting (Third Prize). Sunil Revar of M.A. Part II has secured the first prize in Classical Instrument Music for the third time in the University Youth Festival. He had also won the first prize in the national Youth Festival held at Pune last year.
- **Public Administration:** University has instituted medals for academic achievements. Out students have performed in Extra curricular activities and won medals/certificates in Youth Festival organized by the University.
- **R.M.I.S.S.S.:** Few students have been appointed in reputed organizations like NDDB, Torrent Power, L&T, HLL, KRIBHCO, J B Diamond, Sumul Dairy, etc
- **Business & Industrial Management:**
  - Students of the department Participated in “Management Skit” at “Horizon-2008” Inter college Competition and won the first prize.
  - Students of the department Participated in “Business Strategy” at “Horizon-2008” Inter college Competition and won the first prize.

- Students of the department Participated in the events “Extempore” & “Prayas” and won the second prize.
- **Bio-Sciences:**
  - Equilibrium – 2009, Rajkot
    - Poster Presentation : Nano worms – tumor scraper : First Prize
    - Poster Presentation : Nanoscopic Electronic Nose : Second prize
    - Paper Presentation : Algae – A photo bioreactor for biofuel production : Second
  - National level paper Presentation Competition – Kshitij : 2009, SCET  
Paper Presentation : first, Second and Third Prize
- **Computer Science:** One student selected for inter University Boxing championship, Two students won runner up title in inter college Body building competition
- **Mathematics:** One students awarded "Prof. A.P.Verma" gold medal for Securing 1<sup>st</sup> rank in the university exam of M.Sc. Final.
- **Physics**
  - Students get training at BARC School Mumbai and one student at PRL Ahmedabad.
  - All Electronics and Applied Physics students are sent for Eight weeks training at different Industries. As a part of their syllabus.
  - Three students have taken their Industrial training at IBM-Bangalore Centre.

### 36. **Activities of the Guidance and Counselling Unit:**

- All faculty members guide and give counseling to the students for their educational, Personal and health problems.
- Students were given counselling regarding NET/SLET and Research Methodology.
- **R.M.I.S.S.S.:** Department provides guidance and Counselling to the research students of other department, especially for Statistical analysis.
- **Business & Industrial Management:** Conducted 2 (two) GMCS programmes for fresh (CAs) Chartered Accountants.
- **Physics:** A power point presentation was given by Head on “ Avenues and Perspectives after M.Sc. Physics, Electronics and Applied Physics.

### 37. **Placement services provided to students:**

- **Economics:** Recruiters from financial and other institutions visit the department to conduct placements interviews HDFC, Concept, Angel broking are some of the institute who have absorbed our students.
- **Physics**
  - There are great demands of M.Sc. Physics students for teaching posts. All Qualified student are inform to apply.
  - Few Electronics students were selected in private companies.
- **Business & Industrial Management:** There were 64 students of the dept. has successfully placed in various reputed companies like ICICI, IDBI, CITY Bank, Torrent, Adani, HDFC etc.
- **Mass Communication:** Placement is offered to students through
  - Campus recruitment

- Placement during internship
- Summer Training to students
- Also various media units contact the department to send students to meet their manpower needs. (Akashvani Kendra Surat, Darshan Softech, Sudarshan Television)

**38. Development programmes for non-teaching staff:**

- Computer Trainings to non-teaching staff
- Sponsored for seminars and workshops.

**39. Healthy practices of the institution:**

- **Comparative Literature:** Student's seminars are compulsory in the department. Teachers allot specific timings to students for consultations. Students are encouraged to speak in the class room with a view to improve their communication skills. Research students are encouraged to attend seminars and present papers.
- **Economics:**
  - Staff meeting is a regular feature
  - Organizing special lecture of recent issues and topics
  - Most of the decisions are based on consensus.
- **English:** Students seminars are compulsory in the department. Teachers allot specific timings to students for consultations. Students are encouraged to speak in the class room with a view to improve their communication skills. Students are given study aids such as reading lists and information about websites dealing with literature and language. Research students are encouraged to attend seminars and present papers. During the year, the students of M.A. Part II are made aware of the importance of NET/ SLET and they are encouraged to prepare for these examinations along with their annual exams. Students from weaker sections of society are given special attention and given extra-coaching wherever necessary.
- **Public Administration:**
  - Answer books of candidates are shown after the result is published and reassessment, if any, is done in presence of the students;
  - Internal assessment is “open” and students are given opportunities to improve their grades by permitting them to present/appear in additional tests/seminars/assignments
- **Business & Industrial Management:**
  - “A management week” where in managers from renowned Companies are invited to interact with students and give a talk.
  - Training programme for soft skills development held for students.
- **Aquatic Biology:** Regular meeting and feedback from teachers and students
- **Physics:**
  - Departmental meeting are called as needed.
  - DRSC is formed and decision are also taken on the basis of discussion.

**40. Linkages developed with National / International, academic / Research bodies:**

- **Economics:**

- With Intellectual Property Rights workshop – the Ministry of Human Resource, New Delhi a good link has been developed
- UNICEF has granted a project to the Department
- Good link between the department and The All India Econometric Society, Gujarat Economic Association, Indian Economic Association, Ecological Society of India and Academic Staff Colleges of India at Rajkot and other universities in Gujarat.
- **Public Administration:** (1) IIPA; (2) NEPASI
- **R.M.I.S.S.S.:** Collaborative research is undertaken with Centre for Social Studies, Surat. Faculty of CSS is also invited for the course in Research Methodology.
- **Sociology:** The Department has professional linkage with Indian Sociological Society (ISS), Indian Association for Social Sciences in Health (IASSH), and Indian Association for women's Studies (IAWA) at the national level and at the local level with the Centre for Social Studies (CSS) Surat, Preventive and Social Medicine Department, Civil Hospital, Surat and Surat Municipal Corporation, Surat, Family Counseling Centre, Surat (Govt. of Gujarat).
- **Business & Industrial Management:**
  - Faculty are invited to give talks, conduct training programmes, as selection committee members and associated to develop curriculum for various educational institutions across the country.
  - The faculty members are appointed as members to the various educational institutions, bodies like The Southern Gujarat Chamber of Commerce and Industry, South Gujarat Productivity Council.
  - Actively involved with the Center for Entrepreneurship Development (CED) Gandhinagar.
- **Bio-Sciences**
  - UGC Committee
  - ICMR Expert Group
  - CCRAS National Task Force
  - Medicinal Plants Board Gujarat State
  - Gujarat Ecological Commission
  - Monitoring Committee : Gujarat State for Dashmool Plantation
  - Plant Biodiversity Board
- **Mathematics**
  - Indian mathematical society
  - Indian society for Theoretical and applied mechanics
  - Indian society of
  - Bio-Mechanics
  - Gujarat Ganit Mandal

**41. Any other relevant information the institution wishes to add:**

- **Sociology:** MSW Programme, Department of sociology organized Health Awareness Programme on Kidney related issues with the collaboration of India Renal Foundation, Ahmedabad in December, 2008
- **Business & Industrial Management:**
  - State-of-art of pedagogical tools (Multimedia) are used for classroom instructions.
  - Various pedagogical tools like case study, management games, some cases developed by the faculty are also used in classroom teaching.

### **Part C : Detail the plans of the institution for the next year.**

- To organize Orientation Programme for the students joining the P.G. department first time in the subject of Comparative Literature, Hindi Literature and Gujarati Literature by Comparative Literature Dept.
- To organize National Seminar on 'Indian Novel' year 2008-2009 by Comparative Literature Dept.
- Introduction of Semester system for M.A. Economics
- Planning to introduce Diploma in Financial Management by Economics dept.
- Planning to have a National level Convention on Corporate Social Responsibilities by economics dept.
- The English Department plans to conduct training programme for students and teachers in the use of language laboratory software during the next year. The syllabus for M.A. Part II will be revised during the next year.
- To conduct classes for students who are weak in communication skills
- To consolidate and strengthen on-going credit-based PG programmes;
- To focus on research in areas like Disaster Management and extension work;
- To attempt innovations in teaching like “Student-Lectures”.
- RMISSS Department proposes to expand the building to have bigger library and a Seminar hall
- Revised the syllabus of MLW and introduce semester system
- Revised the syllabus of Post Graduate Diploma in Research Methodology
- Recruitment of Officers and Teachers
- Proposed to introduce semester and grading system in Sociology at MA level from the academic year 2009-10.
- Proposed to host 17<sup>th</sup> State Level Conference of Gujarat Sociological Society in September –October 2009.
- Effective utilization of grant released by UGC under XI Plan
- To enrich the programme at M.Ed., M.Phil. and Ph.D.
- To change the Course of M.Ed.
- To start for SC/ST students NET-SLET Examination classes taken by UGC
- To enrich the Research programme s
- To develop a Computer Lab with Internet at Education dept.
- Revision of syllabus of Aquatic Biology
- Introduction of New Course by Aquatic Biology
- Setting up testing laboratory to generate revenue to strengthen the Aquatic Biology Department.
- The Chemistry department plans to develop competition and communication skills in students and teachers submit research proposal. Teaching as per the revised syllabus using electronic media.
- The Computer Science department wants to take initiative to establish relationship with industry for academic inputs to provide students with the better opportunity in the industry.
- To focus on to collaborative work on Industrial problem with the state level industries.
- To focus on new academic programme like 5 years integrated programmes , M.Sc. Applied Mathematics and M.SC. Programme in Bio-Medical mathematics.

- To focus on new research areas like Bio-Medical, Bio-Mathematics and Industrial Mathematics and extension work.
- Innovations in teaching aids like use of power-point presentation & students lecture in the form of symposia.
- New Equipment lists are prepared for laboratory requirements (for next UGC Plan).
- New building for Statistics jointly with department of Mathematics.
- To start a one year diploma in applied statistics as parallel programme for UG students.
- Two year PG Diploma for UG students by Statistics Department
- Planning to organize 2 or 3 day seminar during summer vacation by Statistics Dept.
- To develop a new computer laboratory with 40 computers and all latest facilities at Statistics Department.
- To get the Radio Studio and Television for the Mass Communication programme.

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