



**Smt. C.D. Jhobalia Rofel Arts and Smt. I.S.R. Achchhariwala
Rofel Commerce College Vapi**

NAAC re-accredited 'B+' grade

REPORT

Institutional Development Planning

Submitted to

Knowledge Consortium of Gujarat

Ahmedabad



Rofel Campus, Namdha Road, P. O. Box No. 67, Vapi (W), Gujarat, India

Institutional Development Planning

Smt. C.D. Jhobalia Rofel Arts and Smt. I.S.R. Achchhariwala Rofel Commerce College
Vapi

1. Vision & Mission of the College:



2. Institutional Profile:

Sr. No	College Details:	
1	College Name	Smt. C.D. Jhobalia Rofel Arts and Smt. I.S.R. Achchhariwala Rofel Commerce College Vapi
2	Address	Rofel Campus, Namdha Road, P. O. Box No. 67, Vapi (W), Gujarat, India
3	Date of Establishment	17/07/1989
4	AISHE CODE	C-609
5	Affiliated to	Veer Narmad South Gujarat University, Surat, Gujarat
6	Financial Status	Grant-in- Aid and one division of self-finance
7	Type of University	Co-education
8	Location	Semi-urban
9	Does the institution function from its own campus?	Yes
10	Name of the Head of the Institute	Prin. Dr. Hemali. A. Desai
11	Mobile No.	9825140508
12	Email Id	desaihemalir1@gmail.com
13	Name of the IQAC co-ordinator	Dr. M.U.Daru
14	Mobile No.	9327719753
15	Email Id	Mudaru9@gmail.com
16	Institutional email ID	rofelac@yahoo.com
17	Institutional Contact	9825325654
18	website	rofelacc.org
19	Is the institute recognised as an autonomous college by UGC	12 f) and 2 (B) 21/11/1995




Desai H.A.
Principal
Smt. C. D. J. Rofel Arts &
Smt. I.S.R.A. Rofel Commerce College-Vapi

3. About College:

- Rofel Arts and Commerce College is established in the year 1989 by Rotary Foundation For Education And Learning Trust (ROFEL), With the noble vision of spreading light of knowledge and with the mission of VIDYA DANA
- The college is situated and surrounded by 108 villages and 2 Union territories.
- The college is a kind of boon for those families who are from interior villages, whose first generation is getting chance to enhance themselves with the world.
- It is affiliated to Veer Narmad South Gujarat University, Surat.
- The college is having nearby 2000 student strength, above 50 % students are from Reserved category.
- We believe in women empowerment; as a result, more than 60% TRIBAL BELT girl students are shaping their career in Rofel.

4. Principal Profile:

Name	<i>Dr. Hemali A. Desai</i>	
Educational Qualification	<i>M.A (Gold Medal), Ph.D (Economics)</i>	
Present Position	<i>Principal</i>	<ul style="list-style-type: none"> ➤ <u>Expertise/ Competencies:</u> ➤ <i>Teaching</i> ➤ <i>Research</i> ➤ <i>Placement & counseling</i> ➤ <i>HR management</i> ➤ <i>Examination and Result Management</i> ➤ <i>Educational Administration</i> ➤ <i>Institutional Management</i> ➤ <i>Curriculum Design & Development</i> ➤ <i>Assessment & Accreditation</i> ➤ <i>Admission &</i> ➤ <i>Student Affairs</i>
Work Place	<i>Smt C.D.Jhobalia. Rofel Arts & Smt I.S.R.Achchhariwala Rofel Commerce College, Vapi, Gujarat</i>	
Date of Birth	<i>01/07/1965</i>	
Mobile No.	<i>9825140508</i>	
Email	<i>desaihemalir1@gmail.com</i>	
Religion	<i>Hindu</i>	
Nationality	<i>Indian</i>	
Language Proficiency	<i>Gujarati, Hindi, English</i>	

Duty Performed at Veer Narmad South Gujarat University:

- Worked as In-charge **Vice Chancellor** of VNSGU, Surat.
- **Dean** - Faculty of Arts (Twice) (28/1/2016 to 27/1/2019) (30/01/2019 to 29/1/2022)
- Other than Dean. (28/1/2013 to 27/1/2016)
- **Chairman** and Member- Board of Studies-Economics. (BOS)
- Member-**Senate**
- Member - Executive Committee department of Mass Communication
- Member - Sexual Harassment Complaint Committee.
- Member - Board of University Teaching. (**BUT**)
- Member - Academic Council (**AC**)
- Member - Local Inquiry Committee. (**LIC**)
- **Secretary** of VNSGU area principal association
- **Chairperson**-Research Study Committee
- **Co-ordinator** – Adhyapak Sahayak Selection Panel
- Approved as **Supervisor guide** by Veer Narmad South Gujarat University, Surat
- **02** Students have Successfully Completed M.Phil, **05** have completed PhD and **05** students are pursuing PhD under my guidance.
- Playing the Role of **PhD Thesis evaluation REFREE** at Gujarat University as well as North Gujarat University.

Role play at State/National level stature.

- Life Member of All India Association of Vice Chancellors & Academicians, New Delhi
- Life Member of India Society for Community Education
- Life Member of Indian Econometrics Society
- Life Member of All India Economics Association
- Life Member of All India Principal association
- Life Member of state level Economics Association
- Life Member of state level Principal association
- **NAAC Peer Team Member** and member coordinator
- Played the role of **State coordinator for MMI initiative** in Knowledge consortium of Gujarat.
- **AAA Peer Team Member** appointed by the KCG to assess

PROFESSIONAL EXPERIENCE: Total Academic Experience: 33 Years

AWARDS/ACHIEVEMENTS

- Achieved **Gold Medal** in Masters of Arts (Economics)
- Appreciation award by JCI Vapi and Purnia University for Committed To **Work Excellence in Academic field**
- Awarded by Rotary Club of Vapi For **Support to Serve Humanity**
- **Appreciation** Award by Inner wheel club of Vapi for contributing in various projects of women empowerment.
- Appreciation letter for NSS activities by **Regional Director** Gujarat, and **Vapi Municipality**
- Appreciation is given by IDA Foundation for continuous contribution in the project of **Green Environment**.
- Appreciation letter by Kutch university and Saurashtra university for proactive partaking in **state level camp** organized by KCG

Desai, A.
Principal
Smt. C. D. J. Patel Arts &
Smt. I.S.P.A. Patel Commerce College-Vapi

Research Domain

- Attended International **FDP Program at UK**, London and as a part of it met with our honorable Prime Minister **Shree Narendra Modiji**.



- Attended and organized many conferences along with VNSGU, Surat.
- Organized more than 100 Seminars, Conferences, Workshops (University, State and national), FDPs and Guest Lectures.
- More than 17 Research Papers and articles have been published in National and International conferences and journals.

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Valid from	Valid to
Cycle 1	B	71.10	2007	31/03/2007	31/03/2012
Cycle 2	B	2.30	2014	24/09/2014	24/09/2019
Cycle 3	B+	2.69	2021	02/02/2021	01/02/2026
Other Participation					
GSIRF	2 Stars (2021-22)				
NIRF	Participated				
ARIIA	Participated				
NSP	Participated				
IIC	Participated				
AAA	Done in the year 2014				
AISHE	Participated (2022-23)				
Distance Education	Centre for Baba Saheb Ambedkar Open University and Veer Narmad South Gujarat University, Surat				

6. Steps for improvement:

NAAC	The institute will try to improve the CGPA in next 4 th cycle
Skill Development	The institute will look after to increase employability and placement of our students
GSIRF	The institute will try to obtain maximum stars in next participation

7. Campus Details:

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area insq.mts.
Main campusarea	Rofel Campus Vapi Namdha road P.B. No. 67 Near Lakhamdev talav Vapi (west)Gujarat 396191	Semi-urban	9	3504.99

8. Details of Programmes Offered by the College

Details of Programmes Offered by the College (Give Data for Current Academic year)				
Program Level	Name of Program/ Course	Entry Qualification	Medium of Instruction	Sanctioned intake
UG	BA,(Sanskrit)	Higher Secondary	Gujarati, Sanskrit	65
UG	BA,(Gujarati)	Higher Secondary	Gujarati	65
UG	BA,(Economics)	Higher Secondary	Gujarati	130
UG	B. Com, (Accountancy)	Higher Secondary	English + Gujarati	130 X 3 (GM) 130 X 1 (EM) (Centralized Admission)
PG	MA, (Economics)	Graduation	Gujarati	88 (Centralized Admission)
PG	MCom, (Accountancy)	Graduation	English + Gujarati	88 (GM) 88 EM (Centralized Admission)

9. Other Add-on Courses:

Sr. No	Name of the Courses	Status
1	University Approved GST Certificate Course	Active (Completed 1 batches)
2	University Approved Tally Computer Course	Active(Completed 2 batches)
3	University Approved Beauty and Wellness	Active(Completed 2 batches)
4	SCOPE English LSRW Skill learning	Active
5	Competitive Exam Guidance Guest Lectures	Active
6	NET/SET Classes	Active
7	Extra Coaching Class	Active
8	Self Defense	Active
9	Jewelry Making Short term workshop	Active
10	Finishing School	Active(Completed 4 batches)

10: Details of teaching and non-teaching staff

Teaching				
	Male	Female	Others	Total
Number of permanent staff	08	09	0	17
Numbers of Ad.hoc staff	01	03	0	04
Number of Visiting/Guest Faculty engaged with the college?	20	14	0	34
Non-teaching staff				
Permanent Staff	04	01	0	05
Temporary staff	07	05	0	12

11. Faculties with Ph.D degree and Ph.D. Guideship

Name of full time teachers with PhD	Year of obtaining PhD	Weather recognised as research Guide for Ph.D.	Year of Recognition as Research Guide	Students awarded degree	Ongoing students
Prin. Dr. H. A. Desai	2007	Yes	2015	5	5
Dr. M. U. Daru	2012	Yes	2014	3	1
Dr. R. B. Mehta	2013	Yes	2016		2
Dr K. A. Vyas	2014	Yes	2016		1
Dr. A. B. Naik	2012	-	-		
Dr. J. C. Parmar	2017	-	-		
Dr. A. L. Tandel	1995	-	-		
Dr. Jagdish A. Patel	2010	-	-		
Dr. I.P Patel	2020	-	-		
Dr. Gazala Shaikh	2022	-	-		
Dr. Reepal A. Tandel	2023	-	-		

12. Numbers of Students (2022-23)

Male	Female	Total
718	1202	1920

13. Does the institute have statutory cells/ committee:

Sr. No.	Name of the Committee	Status
1	IQAC	Active
2	NSS & NCC	Active
3	SCOPE	Active
4	Women Cell	Active
5	Library Committee	Active
6	Maintenance Committee	Active
7	Discipline Committee	Active

8	Examination Committee	Active
9	Wall paper (SETU)	Active
10	Media/Press	Active
11	Bi-sag	Active
12	Computer Lab	Active
13	UDISHA (Placement)	Active
14	Saptadhara	Active
15	Prayer Committee	Active
16	Sports	Active
17	Research Committee	Active
18	Grievances Redressal cell	Active
19	ST/SC Cell	Active
20	IPR Cell	Active
21	Innovation Cell	Active
22	Internal Complain Committee	Active
23	Anti-ragging Committee	Active
24	Finishing School	Active
25	Alumni Association	Active
26	Economic Forum	Active
27	Magazine Committee	Active
28	Literary Club	Active

14. TEACHING-LEARNING FACILITIES AVAILABLE IN INSTITUTION

Sr. No.	Name of Facility	No. Available
1.	Class rooms	16
2.	AV Smart Classrooms	12
3	Central Library : (With Research room, Staff Reading room, Computer, Internet, Reprography Machine)	01
4	Staff Room (04 computers, internet facility, TV, Sofa, Water Cooler, Table, Chairs)	01
5	Computer Lab: (22 Computer, Printer, Scanner, Internet)	01
6.	Knowledge Hub: (Digital Educational Learning Laboratory) (25 Computers, 25 Web Cam, 25 Head Phone, Printer, Scanner, Internet)	01
7.	Examination Room	01
8.	Seminar hall/Auditorium: (Sound System, LED TV , AC, Podium)	02

9	Conference Room/Meeting Room: (With LED TV, White Board, AC)	01
10	NSS / NCC Office	01
11	Auditorium	01
12.	Activity room	01
13	Generator room	01
14	Security Cabin	01
15	Girls Common room (With attached Washroom, TV, sofa cum bed)	01
16.	Multi Media room with LED TV, Computer, web cam, Internet	01
17.	Internet Connection (8 Mbps)	02
18.	NAMO WiFi System (100 Mbps) for Students	01
19.	Campus WiFi System (09 Routers Cyberroam)	01
20	Public Addressing System (In All Places)	04
21.	College Dynamic Website	01
22.	CCTV Surveillance System (40 Camera)	40
23.	Gymkhana (T.T., Carom Board, Chess, Gym Cycle, Multiple Gym)	01
24.	Reprography Machine	01
25.	Copier Machine	02
26.	Strong room	01
27.	Store room	01
28.	Security Quarters	03
29.	Intercom (with 12 Connection)	01
30.	Washroom (Girls, Boys, Staff, Guests, Admin Office)	05
31.	Bio-Matrices	01
32.	RO Plant	01
33.	Water Cooler (With Purifier)	03
34.	Solar Lights	06
35.	Students Parking with Shed	01
36.	Green Garden	01
37.	Play Ground	01
38.	Common Canteen	01
39.	IQAC Office	01
40.	Women development cell/Anti ragging cell	01

15. MOU

Name of the institution/ industry/ corporate house	Year	Duration	List the actual activities under each MoU
Lakshya Project MAA Foundation	2019	5 years	skill base training programme that increase employability
I DREAM ABOUT	2020	2 years	Book, Newspaper donation, E-waste management, awareness

EDII	2022	2 years	Start up and Entrepreneurship Skill Development, Employability
Steps for Improvement: As we have Industrial Belt, in nearby future we will do more collaboration nationally and internationally for further development of our Rofelites.			

16. Student-teacher ratio:

Current student-teacher ratio	Proposed student teacher ratio in next 5 years	Description
65:1	45:1	At present as per the norms of state govt. and the affiliated University, the college has to maintain the strength of 150 students in the class, so the ratio is high, but as we plan for autonomous status, we will reduce the ratio.

17. Demand Ratio and vacancy percentage: 2022-23

Under Graduate Program					
Name of the program	Intake	Application received	Students admitted	Demand Ratio	Percentage of vacancy
B.Com (GM)	130X 3=390	Centralised Admission	363	93.07	6.93
B.Com (EM)	130X 1=130	Centralised Admission	53	40.76	59.24
BA	130X2= 260		234	90.00	10
Post Graduate Program					
MA	88X1=88	Centralised Admission	74	84.09	15.91
M.Com (GM)	88X1=88	Centralised Admission	84	95.45	4.55
M.Com (EM)	88X1=88	Centralised Admission	17	19.31	80.69

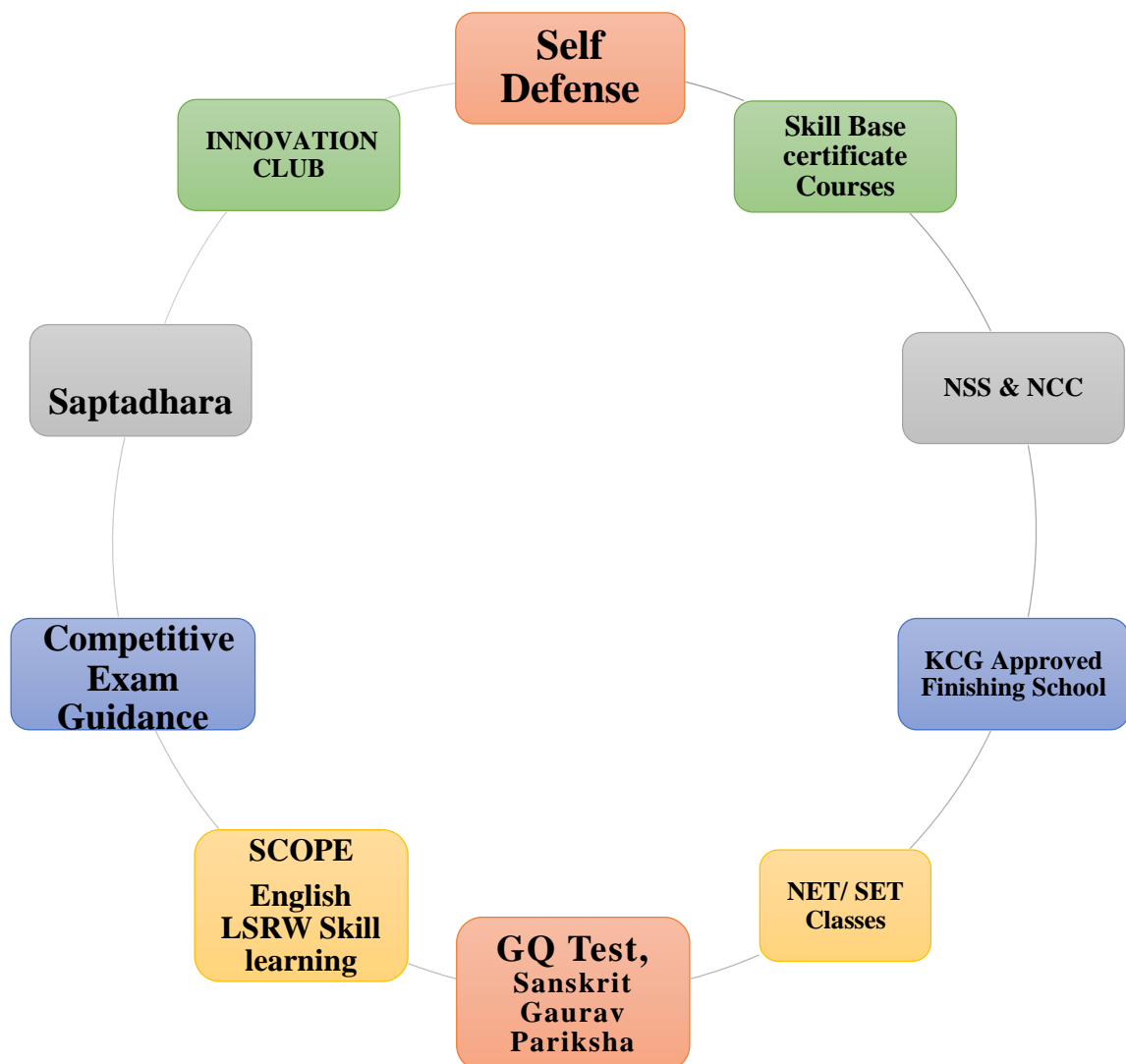
18. Gender ratio:

Number of male students	Number of female students	Gender ratio	Percentage of female students
718	1202	1:16.7	62.60

19. Steps for improvement

- Parent-Teacher Meeting
- Alumni Association Engagement
- Counselling of HSC students at their school
- Strengthening relation with surrounding community
- Extending help to our girl students in their social and mental issues

20: More Ventures:



20: Extension Activity:

► **To Communicate and sensitize students to social issues and for their holistic development and to make them socially responsible, turning their classrooms into real life scene , we have active NSS wings, having 3 NSS Units, and NCC.**

- **Medical Support:** Blood Donation, Health check up, Free Eye Check up, Aids awareness drive, Thalassemia, sickle cell, eye, dental and medical check-up
- **Cleanliness Ventures:** Swachhata Abhiyan, Say No Plastic drive, Cleanliness of Statue of our national leaders in Vapi city
- **Community base Drive:** Saksharta Abhiyan, understand rural life, Supporting Blinds by raising funds, Seven Days Camp, Building Toilet, Help people in filling forms of govt. policies, Beti bachao Betipadhao', Jandhan yojana, Voting Awareness, one Day Camp, Voter's day
- **Environmental Drive:** Tree Plantation, Rain Water Harvesting, Compost Pit, Environment Day,
- **Patriotism:** Kargil Day Celebration, Fit India Movement, Language Days (Hindi, Gujarati), Celebrating Birth Anniversary of our National Heroes, Republic Day, Independence Day celebration, TIRANGA MARCH
- **For Self Development:** various competitions under Saptadhara, Self-discipline, loyalty, respect and positivity, patriotism, Leadership, commitment, team work, devotion, hard work, Teacher's Day,
- Prayer and Yoga our regular Activity.
- NCC Cadets passed 'B' and 'C' certificate exam conducted by 20 GUJ BN, Navsari
- One of our Student Attended NIC camp at Karnataka

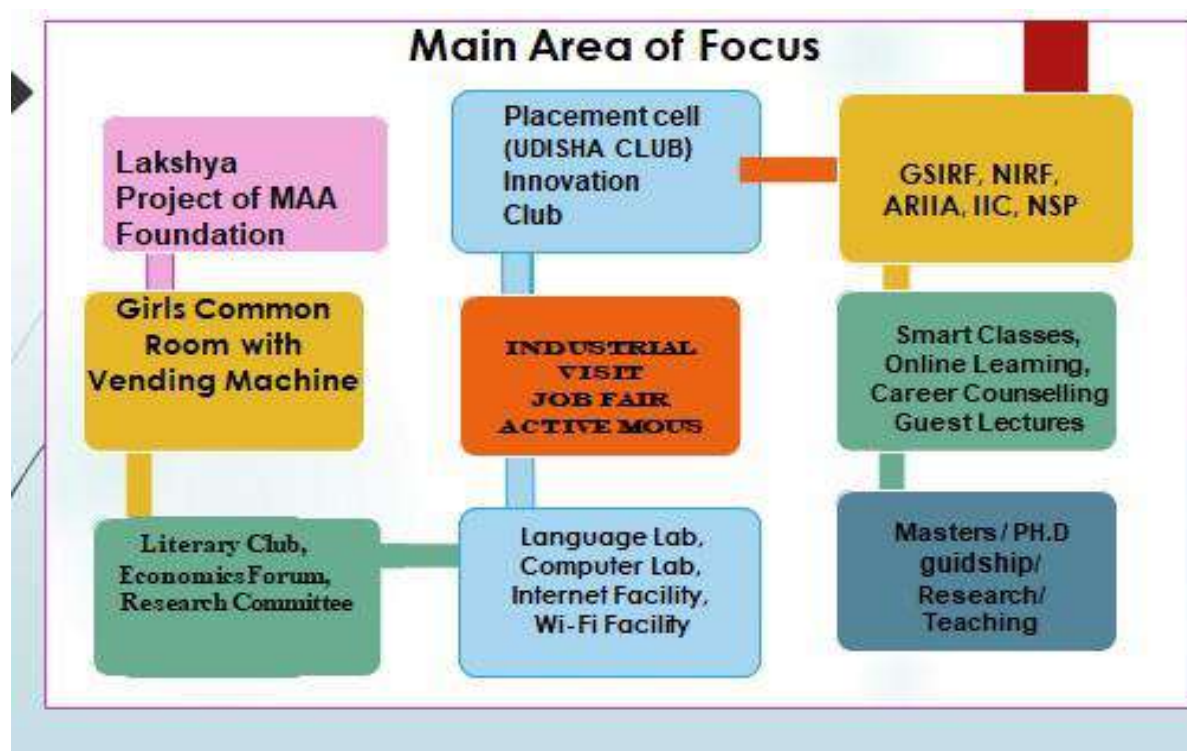
21. The Book World: Library

- More than 24591 books.
- Reference books, Text Books Ph.D., M.Phil thesis, CDs, DVDs
- 65 Regional, national journals & 10 International journals
- 11 newspapers in 3 different languages. (Gujarati, Hindi, English)
- Rare Books: 102
- BOOK BANK for needy students
- N-List Program for E-library provided by INFLIBNET
- E-journals, E-books, E-shodhsindhu, Shodhganga Membership
- Research Room with Computer & Internet

- KOHA software
- More than 160 sitting Capacity
- Visitor's Record
- Old Question Papers/Term Papers

22. Main Area of Focus:

SKILL BASE CERTIFICATE COURSES FOR EMPLOYABILITY



23. Academic Bank Credit: As per University Rules, we are initiating ABC in curriculum following the guidelines of NEP-2020

24: ENVIRONMENTAL AWARENESS PROGRAMS: The college annually conducts more than 100 activities to orient students to recognise their hidden talents. The institution strictly observes discipline. College day, National festivals, gender equity programmes are conducted. Women Cell, ST/SC Cell along with other committees ensure safety, security, health, and cleanliness.

College takes initiatives to encourage energy saving through solar, LED bulbs etc. It also focuses on waste management including solid, liquid, and E-waste. Green practices as well as

rain water harvesting are also in place. Students actively participate in rallies and other community programmes to develop awareness & 'say no plastic' in surrounding areas.

The institution provides infrastructural facilities to DIVYANGJAN such as ramps, wheel chair, scribes for examination etc. Number of specific initiatives were initiated during the last five years to address locational advantages and disadvantages. Self-defence, traffic safety, participation in job fairs, different cells, environment preservation, visit to nearby village for compost pit, essay competition, blood donation camp, Yuvak mahotsav, Youth Parliament are the activities conducted. Integrity is a core value, hence transparency is maintained in the financial, academic, administrative spheres.

The college was established by ROTARY foundation for education and learning. Therefore, the social rootedness is quite clear. The location had a strong need of facilities of higher education for girls.

Rain Water Harvesting: Water from roofs and terraces are redirected into the well in the premises this water, which is then used for meeting the water requirements of garden. The college has vermicomposting system as a part of organic waste recycling. There is a rainwater harvesting pit for recharging the deep ground water level the speed has been constructed keeping in mind the location of college and the crowd coming to the college. Ground catchment techniques provide more opportunities for collecting water from larger surface area by retaining the flows of small creek and stream in pit thus harvesting rainwater in the campus.

Compost Pit: We do have Compost pit and our NSS Volunteers regularly do activity related to it. They also do survey and make people understand about the importance of compost pit. In past we have also constructed toiled block in adopted village and in addition to that we have also built compost pits in adopted village.

Green Audit: our institute is fully Wi-Fi connected. We regularly do green audit. We also have solar panel in our campus.

No Plastic: Our college has been making all possible efforts for the last 5 year to educate students to become aware of plastic waste, pollution and hazard to the eco-system. All the students and other stakeholder must be aware of plastic pollution.

college has realized the grave consequences of plastic and environmental pollution. Innovations around single-use packaging are a necessary component of achievement of a "Green campus".

THE PRACTICE: The college has been striving hard to achieve this goal through following activities: Debates, essay, poster making competition on important occasions to focus on cleanliness, pollution-free campus, say no plastic and establish eco-friendly environment, heavy plantations.

Campaign for plastic-free campus. Our students prepare paper bag from the old newspapers and distribute those handmade paper bag to retailers of Vapi. With the help of INNER WHEEL CLUB OF VAPI, students prepare cloth bag and distributed it for social welfare. With the support of GIANTS GROUP OF VAPI, our students undertake beach cleaning drive.

NSS volunteer also did a rally for no plastic. With the help of Vapi municipality, our Volunteers did Door to door campaign for no plastic awareness, appreciated vendors who are not using plastic bags. Visiting villages –Namdha, Kaparada, Manekpur, Kalai, and Balitha and adjoining areas to spread the message of “no single-use plastic” and save the environment through “green” initiatives.

Compost pit making Training Guest lectures on environment related issues. To make students aware of our environment, we teach ‘Environmental studies’ as a compulsory subject in first year. Students take oath for ‘Cleanliness’ and ‘say no plastic’ on the day of Gandhi Jayanti Celebration.

EVIDENCE OF SUCCESS: Above-mentioned campaign paid rich dividends. Plantations have been done on the campus, at lakhandev Pond and also in Vapi town by students.

To spread the message of plastic free environment and cleanliness “Swachchhata Jagruti Abhiyan” was held and students did door to door campaign.

“Environment Day” was celebrated with elocution, Essay-writing, Poster-making on various issues related to pollution-free environment. Students also downloaded SWACHCHHATA APP and helped local people to download APP and get its advantages.

Our students also cleaned the statues of National Leaders at Bus Depot and other local area. To discourage vendors using Plastic bags, our NSS and NCC Volunteers urged them by presenting flowers.

Our students did unique survey of ‘Tree census’ and ‘Traffic survey’ Smt. Vijayaben Patel, from INNER WHEEL CLUB OF VAPI gave training to our NSS volunteers for making paper bag from newspapers.

The striking feature of this training was distribution of 3500 paper bags among the different shops of Vapi town. It's our regular practice for last three years.

A definite step towards plastic alternatives and innovation. In the year 2018-19, with help of INNER WHEEL Club of Vapi, students made 500 cloth bags and distributed in Vapi town. We organized Rally for 'No Plastic' in surrounding village- Namdha, Manekpur, Kalai, Balitha etc.

With the help of Giants Club of Vapi, we conducted beach cleaning at Kalai and Nargol. NSS volunteers underwent 'Summer Internship Program 2.0' in Balitha village to spread the message of "Swachchhata" and insistence on "no plastic use" campaign.

They propagated message through slogans and placards. Every year we organize 'Swachchhata Rally' Vapi Municipality awarded this college with high appreciation under the commendable guidance of the principal, NSS volunteers, officers and other staff members.

College encourages steel utensils to be used by the staff members as well as NSS volunteers during their camps and rallies.

Since long we give our old notebooks and old newspapers for recycling for betterment of our environment also these recycled books are given to tribal belt poor students. E-waste is also disposed on regular basis.

25: NSS &NCC: The institution is committed to extend community service through NSS volunteers. Majority of volunteers have carried out various activities pertaining to health awareness, cleanliness (Swachchhata), tree plantation (environment), safety (traffic) etc. Institution has a distinction of appreciation award from Vapi Municipality for cleanliness campaign. Two volunteers of NSS won best volunteer award in the last five years. Institution aims at promoting industry-Institution interface also.

Right from the day one of the commencement of academic programme, students are taught and trained for environmental issues like global warming, pollution, climate change, degradation of soil, loss of biodiversity and ecological importance.

NSS works through its various activities like, "Swachchha Bharat Internship", visiting place for manure preparation based on solid waste management. Emphasis is laid on "Rain harvesting Awareness" and "Cleanliness." We also initiated to have compost pit to prevent and use best of our environment.

HUMAN VALUES: Emphasis is laid on the importance of discipline in life. They are advised to observe core values like truth, righteousness and healthy achievable goal. NSS Programme Officers help students to multiple activities pertaining to cyber crime awareness, fundraising for various natural calamities and for the Blinds. Spirit of patriotism is inculcated by celebrating 15th August, 26th January, birth anniversaries of great national leaders as well as tribute on death anniversaries through competitions and motivational lectures.

volunteers that conduct activities in ADOPTED villages -Balitha, Namdha, Manekpur, Kalai, Ambheti and Kaprada. Under NSS wing we organize blood donation camp, health check up, sickle cell check up, thalassemia check up, saksharta abhiyan, aids awareness drive, swachchhata abhiyan, cashless drive, “Say No Plastic drive”, various competitions etc..

Through extension activities, students easily understand rural life. NSS Volunteers help these rural uneducated people about government policies; assist them in filling up forms (Sukanya Samridhi yojana, Jan dhan Yojana etc.) to get benefitted from the policies.

Self-discipline, loyalty, respect and positivity, patriotism, are built in NSS as well as NCC too. And these volunteers nurture these qualities in school students of nearby villages. Annual special camp in the interior villages for seven days that helps students to mix up with villagers, to understand their life style and needs better. During Pandemic, our NCC cadets and NSS volunteers prepared Mask and distributed to the community. Also helped in managing traffic and aware villagers for precautions.

Target in next 5 years: Our institute would continue such activities in surrounding area and adopted villages to develop it more and more.

We will motivate more students to be the part of NSS and NCC.

26. Sports:

Sports/ Cultural	Level	Name of the award/ medal
Sports [Hockey]	University	Our students participated
Sports Hockey	State	One of our student got selected
200 mt Running	University	Our students participated
Cricket	University	Our students participated
Chess	University	Our students participated

Shot Put	University	Our students participated
Indoor –out door games	At College Level	Students participated enthusiastically
Carom	At College Level	Students participated enthusiastically
Chess	At College Level	Students participated enthusiastically
Interclass cricket	At College Level	Students participated enthusiastically
100 mt. Race	At College Level	Students participated enthusiastically
200 mt. Race	At College Level	Students participated enthusiastically
Volley-ball	At College Level	Students participated enthusiastically
Table Tennis	At College Level	Students participated enthusiastically

27. Cultural

Navlika lekhan	Students participated enthusiastically
Music competition	
Mehndi design	
Kesh gumphan	
Poster Making	
Garba	
Class Decoration	
Ad mad Show	
Best out of waste	
Yuvak mahotsav	
Rangoli	
Mehndi design	
On the spot drawing	
Nukkad Natak	
Hastakala	
Treasure hunt	
Stand up comedy	
Inter college competition	

Steps for improvement: Our institute will motivate students to take part at national and international level.

28. Name of Add on /Certificate programs offered

Name of Add on /Certificate programs offered	Course Code	Number of students enrolled
Finishing School	batch-1	57
Finishing School	batch-2	52
University approved certificate course of GST	MCC-44	36

University approved Tally computer Course	MCC-44	44
beauty care and wellness	batch-1	45
University approved certificate course of Beauty and wellness	batch -2	18
self defence	1	74
SCOPE- CEPT	1	65
SCOPE- Linguaskill	1	2

29. Academic Result of the year 2021-22

Year	Program Code	Program Name	Number of students appeared in the final year examination	Number of students passed in final year examination
2021-22	1	Fybcom	504	428
	1	sybcom	301	287
	1	TYBCOM Sem VI	481	146
	1	fyba	123	108
	1	syba	83	80
	1	tyba VI	117	101
	3	MA Sem IV	62	38
	3	Mcom Sem IV	149	27

30. Placement: Placement through INTERNSHALA

Name of student placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
Priti Patel	B.Com	ICICI Bank	Performance Based
ANTIMA PANDEY	M.Com	ICICI Bank	Performance Based
SHRUSHTI UPADHYAY	M.Com	ICICI Bank	Performance Based
Maurya Laxmi Abhimanyu	B.Com	ICICI Bank	Performance Based
Anchal Jayswal	B.Com	ICICI Bank	Performance Based
Aashi Jain	M.Com	Shine Projects	Performance Based
Ajay Yadav	M.Com	Piramal Foundation	Performance Based
Deepak Upadhyay	M.Com	MobileERP Softech Private Limited	Performance Based

Other Placement:

NAME	IF YES,	COMPANY/OFFICE NAME AND ADDRESS

Baria Ritesh	JOB	Gunjan gidc vapi gujrat
Halpati shubham k	JOB	The Devine Media
Dhaval gote	JOB	Khattlwada rohit was
Dev jiteshbhai odd	Self employed	
Kapri soni mahendra	Tele marketing	Pnb met life ,chala vapi road
Rutika Ratanji Patel	JOB	Asha enterprises near by gtpl jtyp road,vapi
Dev jiteshbhai odd	JOB	Vapi
Khan Husin ijahar	JOB	D-Mart
Priyanka Pareshbhai Halpati	JOB	Vapi
Shital Ramesh Bhai Dubla	JOB	Testbook 803-805, The Landmark, Sai Mahaavir Devp, Plot No. 26A, Sector 7, Kharghar, Navi Mumbai Raigarh MH IN 410210.
Patel Khushi Dineshbhai	JOB	Vapi
Ahir jigisha ashokbhai	JOB	Vapi
Kush kumar	packaging	Shil industri
Sachin kalyani suthar	Self employed	Tempo service
Neelam Shukla	Online marketing	Kagrchas vapi char Rasta
HARIJAN PRAVINBHAI KANUBHAI	JOB	DGVCL
Sunita chaurasia	JOB	GRD police
Urvesh halpati	JOB	GIDC
KHALIFA KULSUM N.	JOB	Rloans , 120 sitaram complex , gita nagar , near railway station Vapi
Golunath chhotan ram	JOB	Metro company ringanwada Nani daman
Taslim shaikh	Fashion block	Instakart pvt Ltd
Karan halpati	JOB	HDB FINENCIE AND SERVICES VAPI CHALA BRANCH
Virendra Chauhan	JOB	Give vapi
Shail churasiya	Drawing teacher	Rituraj limited company
Anisha Patel	Computer teacher	Scope computer
Priyanka peamdaas mitna	JOB	Kachigaam vinay company
Dhodi Rinkesh jitendrabhai	Transporter worker	Mahindra logistics Bhilad zaroli road
Hiral Sonar	JOB	Kalamandir jewellers Pvt Ltd
Halpati Urvashi Utambhai	Worker	Joyti umbrella umragam
Halpati Urvashi Utambhai	JOB	Joyoti umbrella
Pradeep varma	Peking	D Mart
Sahani akhilesh	JOB	Samarth billding vapi
Nimla Mitesh kantubhai	PART TIME JOB	No
Halpati Ridham	Self employed	In Cebal dabhel Daman
Solanki Payal s	JOB	Anything goes

Machhi Dhrutikumari Bhupendrabhai	JOB	M.M.high School, umbergaon town
Rakesh ArvindBhai Patkar	JOB	Rofell Callage Namdha
Nisha Pandey	JOB	Aditya Birla group
Rohit Satishbhai Dubla	JOB	Neebha lifestyle limited
VADEKAR HEMANSHU HASMUKHBHAI	JOB	BAJAJ FINANCE UMBERGAON(SANJAN)
Bhartisolanki	JOB	Zenfarama
Dhodi Monika Rajeshbhai	JOB	Meril vapi chala
Nency s machhi	JOB	Niva hospital, Umbergaon
Nandini Rohit	JOB	Hansa diagnostic
Odhav Babu Maharaj Rajgor	JOB	Shree vihalnath construction
chaudhari jyoti ashok	JOB	Pf office
Aisha Habib Khan	JOB	Rudra international
Ajay	Cake sope	Bhilad sun city
Deepak sushil sonane	JOB	Mahavir computers
Shahni poonam	Reliance company	Dabhel
Sav vicky harendra	JOB	Somnath near hp petrol pump ½
BARIYA MANANK THAKORBHAI	WORKER	TIME TECHNOPLAST LTD. (UNIT- 2) KACHIGAM DAMAN(U.T)-396210
Aakah shinde	WORKER	Bayer pvt 3phase GIDC
AHIR KEVALKUMAR HARESHBHAI	JOB	THPL SERVICE SUPPORT
Nehaben Ashok bhai katariya	JOB	Sadguru enterprise lexcruce
Kashmira sanjay bhai solanki	JOB	Deep medical agency vapi town
Aman	worker	Pidilite
Pavan kishorbhai pagare	Worker at cloth store	Mehta medical and general Store 15-A. GIDC Shopping center behind gunjan cinema vapi
Baviskar Yuvraj Shankarbhai	SELF EMPLOYED	Transport
Patel bhavin jayeshbhai	SELF EMPLOYED	Chala vapi Patel faliya
Sumitra Ajayshankar Pandey	SELF EMPLOYED	Balloon decoration
Ragini balister gupta	Accountant SELF EMPLOYED	Laptop solution , char Rasta Heena arcade
Patel Rinalben Arvindbhai	SELF EMPLOYED	Gram Panchayat Paria.At.Post .Paria ta-pardi .di-valsad
Patel pragati manojbhai	Network marketing SELF EMPLOYED	ACH vapi
Patel Sonalibahen Harishbhai	SELF EMPLOYED	Ultima search pest control vapi

Heena vijaybhai Nandwana	Zumba instructor SELF EMPLOYED	Ratna tower desaiwad vapi
Harsh Barot	Accountant SELF EMPLOYED	Gujarat new housing board gidc vapi
Trushali	SELF EMPLOYED	Trushali. Nargol
Prince sancheti	SELF EMPLOYED	Singer + jainsm professional teacher
Mehul Patel	SELF EMPLOYED	Stationery shop

31. Seminar/ Workshop organized in the year

Year	Name of the workshop/ seminar	Number of Participants
2021-22	webinar on Enterprenuership and its importance	12
	webinar on upskilling commerce orientation	54
	Seminar on Skill development and competitive exam training	40
	A guest talk on 'Nasha bandhi and kurivaj' by advocate Sonal Rajput	102
	National Career Service centre for SC/ST -Introduction to concept and service with Employment service by Govt. of Gujarat	12
	Seminar on Research Methodology by Dr.H.M.Tandel Under Creative Learning Umbrella	79
	Seminar on Innovation and Enterprenuership by Shree Dipesh Shah under Creative learning Umbrella	62
	A Talk on Enterprenuership by Abha Singhvi	56
	Seminar on Employibility Skill by Dr. Vibha Dwivedi	96
2022-23	Guest lecture on Matdan Sankalp by Shree Ujvalbhai Patel	135
	Guest talk on 'Bhartiya Sanskruti, Guru Parampara and Guru Mahtva' by Shree Devendraji	196

Guest lecture on Kartavya Bodh by Shree Ujjvalbhai Patel	173
Seminar on the life of Vivekankanda by Chirag Prajapati	120
Guest talk on 'Role of Youth in National Development' by Shree Devendraji	137
A workshop on 'Farming- Natural Farming- an industry' by Dr. S.K. Desai	118
A guest talk on 'Life- a Struggle' by Dr. Hemang Naik	120
Motivational Talk by Dr. Kedar Shukla	119
Motivational Talk on use of Twitter, google form, email by Prof. Bhargav Paghadal	119
A workshop on English learning, CV writing and application writing	164

32. Best Practice:

1. "Innovation Club" Our institute has established INNOVATION CLUB with the help of state Government. Students got training of various innovative ideas. government has provided with Kit, and resource person from government conducts training to students and make them creatively developed.

- To increase skills, employability and entrepreneurship.
- To give competitive edge and also help develop self personally.
- To develop students' critical thinking
- To turn hobbies into a business Getting practical experience
- To make learners more powerful and self employed
- To reduce the gap between academic and industry.
- This year we have done an induction program for the same and gave prabodh training to students.

2. CREATIVE LEARNING UMBRELLA: Creative learning has huge benefits for individuals and society in terms of wellbeing, employability and skills development.

- Brainstorming sessions and debates
- Changing the way learners approach problems.
- To make the learner more imaginative
- To build Confidence level

- Innovative ideas for future prospects
- Comparing the way of working normally and creatively

Under this Umbrella, Various sessions are being conducted for their career development and future plan. The whole series has been started from 01/01/2022 to 12/03/2022. Each Saturday various experts delivered talks on various subjects that has added more knowledge to our Rofelites. The whole program is successfully conducted in blended mode for the overall development of our Rofelites. File Description Document

3. Daily prayer and YOGA

OBJECTIVES OF THE PRACTICE: As college student one is bound to face various obstacles and runs into number of dead ends. However if he or she is firm in faith nothing can stand in his/her way. One just has to believe that things will work out eventually, and ultimately one just has to believe and keep trust in god's greater plan. Once students enter the college life, are also entering a whole new world full of new freedoms. It is sad reality that this is becoming the norm in our society. To accomplish goal of character- building and cultivate various values, college has been carrying out "Daily prayer" and follows various activities:

A students must have strong character He or she must imbibe spiritual and human values of confidence, sincerity, righteousness, sacrifice, love, affection, etc. They must realize the life-philosophy and harmonious relationships among all the members of a society. They must know yoga and its importance in life Relevance of prayer in changing, shaping up hearts and minds of the students. Yoga for Body-mind balance.

THE CONTEXT Praying creates self-confidence, inner peace and also promotes moral ethics and personal character growth, it also removes depression. It provides a strength to young generation to fight back their problems. It increase the inner trust. Through prayer, one establishes a way of communication, a way of expressing our selves to our creator, and a way of deepening our relationship with Almighty. He shows as how deeply he cares for us to understand how powerful he truly is! **THE PRACTICE** Institute has a PRAYER Committee that consists of one coordinator Dr. Khyatiben Vyas and Student members. The committee makes a schedule for daily different prayer. Prayer is sung by students through central audio system. Committee organized selection process to sort out students for this purpose. After selection of students different groups were formed. Students are supposed to undergo practice and they are told to do so. "SARVA DHARMA PRAYER" creates a pleasant atmosphere with the feeling of unity.

Yoga encourages spiritual, mental and physical activities which includes prayer also. Yoga has obtained international recognition and college celebrates "International Yoga Day" on 21st June every year. Students along with staff members celebrates this day. During the last five years "Yoga" has been a main activity of the college in following ways: Yoga is included in regular timetable. It is performed under the guidance of Dr. Jagdish Patel, Physical instructor, Prof. Anita Mehta and yoga trainers from

Patanjali Yoga Samiti. Every year, before “YOGA DAY” one week training program of yoga is organized for students.

EVIDENCE OF SUCCESS: Prayer- It has instilled confidence and discipline among students. They participate in competitions also. “Sarvdharma prarthna” and “College song” inculcate sense of belonging and harmony among all. Yoga- It has resulted in boosting up their mental health following periodical practice. Yoga activity that is conducted during special camp in different villages inspired them to practice it daily and benefits are visible in improving their physical & mental health.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED: Initially students were not forthcoming in participating but with the passage of time and motivation extended by the concerned faculty, the students started showing interest. Persistent practice generated interest in them.

33. Strength, Weakness, Opportunity and Challenges (SWOC)

Institutional Strength:

- Proactive & visionary management & Experienced, enthusiastic and qualified faculties
- Principal served as In charge Vice Chancellor, DEAN of Arts faculty (In past), Member of Academic Council, Senate member at VNSGU, Surat & a NAAC PEER Team member (At present)
- Quality & employable education at affordable cost Providing an education to rural background students. Some of them are the first generation of their family in the field of education.
- Wi-Fi Campus, Eco Friendly campus, Discipline is a prime concern
- University Rankers from Economics, Commerce and Sanskrit.
- Religion-creed-caste-gender independent institute
- Collaboration with Vapi Municipality for Conducting for extension activity.
- Active Research Committee to conduct various seminars, workshops.
- Providing Job opportunities through UDISHA Club (Placement Cell).
- Conducting classes for Competitive Exam Preparation- NET, SLET
- Providing e- lectures by various experts through SANDHAN (BISAG).
- Well-equipped library with internet facility.
- Girls’ common room equipped with all facilities & Vending Machine.
- Literary club, Saptdhara (Cultural Club), Economic Forum
- Various staff has announced a prize on the name of their parents for university rankers in their respective subject

Institutional Weakness:

- Slow research and publication activity
- Limited Numbers of MOU.
- Lack of adequate academic linkages at global level.
- Dependence on Tribal & Coastal belt students whose first generation is taking education.
- Lack of staff.
- Limited conveyance facilities

Institutional Opportunity:

- Introducing more innovative and market driven courses.
- Professional linkages.
- Emerging new student-centric pedagogy for achieving excellence at academic level.
- Initiating new programmes and course for women and job oriented vocational program
- Improving and strengthening numbers of students for various competitive exam
- Attempt to increase numbers of MOUs.

Institutional Challenge

- To increase the employability skills of students.
- Strengthening the public relation for raising funds.
- Developing use of LMS & MIS for virtual classes.
- Lack of encouragement from uneducated and poor parents to their children for higher education
- career challenges that adversely affect the mental health of the students
- The full potential of Alumni is not yet trapped

34 Plan of action for the next academic year:

The College IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as under:

- To create an enabling environment for holistic development of Students and Faculty
- More and more use of Technology by Faculty and Students
- Organizing more ventures for the benefit of the Community and Other Stakeholders; and Protecting and Promoting Environment
- More batches in Certificate Course, and introducing more short term courses
- Creative learning umbrella sessions

- To encourage and facilitate Research Culture, to promote Research by students and Faculty, motivate them to attend seminars, conference, FDP
- More MOU to be signed to know the corporate world.
- To upgrade Library Resources to include digital content.
- To Introduce Job-oriented and Skill based courses; to increase employability
- More rewards for academic excellence.

NEED ASSESSMENT

Academic Administration:

1	Whether detailed lesson plans are given to students?	Yes
2	If yes, Is the lesson plan followed strictly?	Partially followed
3	What type of monitoring system is followed for completing course within set Time frame?	Monthly Supervision
4	What type (monthly, quarterly, biannually, annually) of attendance management system is followed in the institute? What is the method of intimation to Faculty/students?	Biannually Manual
5	What type of feedback system is used for appraising the performance of faculty members? a. 360 degree b. Students' feedback c. Self-appraisal d. CCR	Students' feedback Teachers' feedback
6.	Is the rating communicated to teachers for improvement?	

Infrastructural Development & Maintenance:

SL No	Describe	
1	What type of expansion work is required for existing Infrastructure? Is own land available for this?	Innovation Club, smart Class rooms, Recording Studio, Music Lab, Boundary wall, Toilet Blocks Yes
1(a)	Are men and women hostels adequate as per demand? If expansion required, is own land available?	NA
1(b)	Are men and women toilet blocks adequate as per demand? If expansion required, is adequate space available?	Renovation needed.
2	What type of modernization / renovation works are needed for existing infrastructure? (Laboratories, Library, hostels etc.)	To be well furnished digital class rooms, Innovation Club, smart Class rooms, Recording Studio and Music lab for

		skill development, Boundary wall, Toilet Blocks drinking water facility, sports equipment etc.
3	What type of infrastructural development work required for non- academic area for the institution (toilets, girls common room etc.)	Toilet blocks are required. GYM equipments are needed.
4	What type of infrastructural development work is needed formaking them accessible for differently-abled students?	Need more ramps and toilet facility
5	Does the institute maintain the academic and non-academic infrastructure areas?	Yes
6	What are the monitoring mechanisms followed for maintenance?	Staff are engaged for maintenance. (we have maintenance committee)

Effective Institutional Governance:

Sr. No.		
1	Does the institution have duly constituted governing body? a. If yes, has it been approved? b. How frequently the Governing body meets? Yearly Biannually More times, as and when require	Yes approved As and when required
2	Does the institution have E-Governance project (ERP & MIS) implemented?	Yes, ERP System is of VNSGU is in hand.
3	How record keeping and data management is done in the institute?	Manually
4	What type of library management system is there in the institute?	Software & Manual (we use KOHA software) N-LIST
5	What type of financial management and accounting system is followed in the institute?	Manually
6	Does the institute have its own active website? If yes, mention webaddress	rofelacc.org

Manpower Management:

Sl. No.	Describe	
1	Does the institute have adequate and skilled manpower (both teaching and non- teaching)	Yes (More Technosavy people are needed)

2	Does the institute have a grievance redressal mechanism? Do they represent all the stakeholders? Specify. a. For Staff b. For Students	Yes Both
3	What type of staff engagement practices (academic, behavioral & organizational) are followed in the institute? a. Regular training b. Counseling on Performance c. Any other. Please specify	Regular Training Counseling on Performance Mentor-mentee system Psychological counselling

Research & Development:

Sl. No.	Describe	
1	What are the research initiatives taken by the institute?	<ul style="list-style-type: none"> ➤ We have active Research committee. ➤ Some of the faculties have PH.D. Guideship. ➤ Research room with computer, internet facility is available. ➤ Researcher can use library and N-LIST
2	Have the institute identified the thrust areas for research work in the institutes? If yes, Please mention the areas	As per the subjects
3	How does the institute facilitate the project funding, from Sources like: (UGC/AICTE/ICSSR/CSIR/DBT/DST etc.)	NA
4	Has the institute handled Inter disciplinary Project?	NA
5	Has the institute worked on student Research project?	NA
6	Has the institute measured the growth in research and development through participation and contributions in International/ National Conferences, Seminars, Symposiums, Workshops, and initiation of academic exchange programs? If yes, give details.	<p>Faculties are motivated to attend and participate in National/International Workshop, Seminars, FDP so that they can give creative ideas in teaching learning process.</p> <p>PG students are also encourage to go for field projects, Industrial visit and research</p>

		work.
7	What type of facilities and incentives are provided to faculty members to manage their research work after getting the Funding?	NA

Monitoring and Evaluation:

Sl. No.	Describe	
1	Does the present administration, academic and financial System needs monitoring and development for flawless implementation?	Yes
2	Does the institute have IQAC cell? If yes, State the major functions of the cell.	Yes Working on quality Improvements (Separate Sheets Attached)
3	Give details of number of meetings held by IQAC for last 3 years.	06
4	Does the institute conduct the followings: a. Academic Audit b. Energy Audit c. Green Audit d. Financial Audit e. Administrative Audit	AAA- 2015 Green Audit-2019 Energy Audit-2019 Financial Audit- Yearly
5	Mention the audits last done:	Yearly Financial Audit

Major Initiatives by IQAC:

- Self Defence training program,
- college has participated National Level Grading System GSIRF, NIRF and ARIIA
- College is Awarded with "One District One Green Champion Award" from Mahatma Gandhi National Council of Rural Education, Ministry of Education.
- college runs university approved certificate courses (1) Beauty and Wellness (2) GST and (3) TALLY computer course FINISHING SCHOOL for Life skill Development and for English Language proficiency sponsored by KCG, initiative by Government.
- College started 'Creative Learning Umbrella' under which various different resource person provide students with knowledge on different subjects.
- As per the guidelines of IQAC, Majority of teachers adopt student – centric teaching methodology, constant interaction, feedback from stake holders, classroom Q/A sessions etc.
- Extend assistance to the college in organizing seminar, workshops, conferences, NSS Camps etc.
- IQAC plays a very significant role in overall monitoring of the curriculum delivery, co-curricular, extra-curricular activities to ensure quality assurance.
- IQAC looks after the proper utilization of classrooms, Computer lab, Language lab and other learning sources like Bi-sag
- Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.

Supporting Students from Disadvantaged Backgrounds:

Sl. No.	Describe the particular needs of your students by answering the following questions:	
1	What is the academic/skill training support that students may need for improving employability?	<ul style="list-style-type: none"> ➤ Communication Skill Course, ➤ Employability skill course ➤ English Learning ➤ Competitive exam guidance,
2	Do all students wanting hostel accommodation get it on priority from the 1 st year onwards?	NA
3	What is the academic/skill training support that SC/ST students may need for improving employability?	<ul style="list-style-type: none"> ➤ Computer Training ➤ GST ➤ TALLY
4	Do all SC/ST students wanting hostel accommodation get it on priority from 1 st year onwards?	NA

PLANNING AND EXECUTION STRATEGY

Strategic Goals are to be prepared after consulting stakeholders. A SWOC analysis be done based on which the Strategic Goals be prepared for the Institution. Some suggestive goals are given below.

Strategies Plan for institutional development based on SWOT analysis

1. Building up on institutional strengths, introduce new short term courses to make education accessible to more students from rural/nearby areas and less privileged sections of the society.
2. To enhance the quality of courses currently offered but making them more relevant, skill focused and responsive to the demands of the employment industry and to introduce more Add on courses to Improve employability of the students.
3. Establish new infrastructure & improve the existing infrastructure.
4. To make teaching learning process more effective by Adding more smart classrooms, Digital recording Studio, Music Lab, ICT integrated teaching for faculty in innovative teaching methodology.
5. Improve social responsibility and awareness in the students by pushing for more collaborative interaction between agencies working with a social concern.
6. Improving communication with key stakeholders such as parents, alumni, local leaders, industries, etc.,
7. Improving the faculty competency in terms of academic proficiency, communication skills, administrative capacity etc.,

Execution Plan Goal:

Activity 1: Timely conduct of classes to complete syllabus with various creative ideas such as group discussion, case study, field trips, industrial visit, digital learning, guest lectures, online learning

Improvement Plan: Digital Classrooms are proposed under the project. Guest Faculty/Contractual Faculty will be engaged under the project.

Activity 2: Monitor slow learners and provide additional academic support.

Improvement Plan: Participative, students- centered teaching is adopted which involves cooperation from bright students also. ·Students are encouraged to participate in different activities, also motivated as per their interest area and boost up their confidence level. ·Counselors, mentors, trainers extend help to deal with psychological, social, academic and personal problems.

Activity 3: Ensuring access to library books and language Lab

Improvement Plan: Lab and Library will be kept open during college hours and students motivated to use them. For skill development, we proposing to have digital recording studio and music lab.

Activity 4: To provide placement opportunities for promoting employment.

Improvement Plan: We have UDIHSA Club, that looks after placement. More MOUs and Linkages will be done to provide employability. To establish Skills lab to provide entrepreneurship and employability skills training.

-Liasoning with local Industries.

-Providing training to the students through different types of Agencies like Banking guide, NISM, and rural self-employment Training.

Activity 5: Improving communication with key stake holders such as parents, alumni, industries and local Leaders.

Improvement Plan: Periodic meeting of parents, students and teachers.

-Periodic meetings by inviting carrier guide for guiding the students for different carrier opportunities.

Activity 6: Improving faculty competency items of ascendancy proficiency, communication skills and administrative capacity.

Improvement Plan: -Holding faculty improvement programmes.

-Brain storming sessions, Language training and interpersonal communication skills training to be organized in proposed skills lab.

Motivate faculties to attend more FDPs, Workshops, Seminars and publishing research papers.

Activity 7: Monitoring the students and faculty for effective Learning out comes.

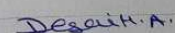
Improvement Plan: Introduction of daily performance report.

35. Committee for Institutional IDP

NO.	Name of the faculty	Designation	Contact
1	Prin. Dr. H.A. Desai	Principal	9825140508
2	Dr. M.U.Daru	Co-ordinator (IDP)	9327719753
3	Prof. N.K.Patel	Assistant Co-ordinator(IDP)	9979305684
4	Dr. Reepal A. Tandel	Co-ordinator (IDP) for academic activity	9978776998
5	Mr. K.V. Pandya	Co-ordinator (IDP) for Financial activity	9825342395

Budget plan (Rs. in Crore)

Sl. No.	List of Activities	Specify	Estimated Cost (Rs. In Crore)	Detail Project Report attached
1.	Modernization and strengthening of laboratories including contractual technicians' recruitment	1. 25 new computers 2. Payment for the Lab Technician 3. Internet facility (High speed connectivity) (Yearly) 4. Maintenance and Service	0.15	Yes
2.	Renovation of existing infrastructure	Renovation Cost (approx.)	0.84	Yes
3.	Establishment of new laboratories	----	NA	--
4.	Digital recording Studio	For Blended Learning	0.04	Yes
5.	Books	New reference books	0.01	--
6.	Development of skill training (Music Lab)	Establishment of Skills Lab	0.60	Yes
7.	Laboratory equipment	----	NA	--
8.	Sports equipment	-----	NA	--
9.	Modernization of classrooms	Digital / Smart Class rooms (6) 0.06 per class	0.36	Yes
10.	CCTV Cameras	----	0.01	--
11.	Engagement of Guest Faculty		0.05	--
12.	Training for Faculty (including pedagogical training, administrative, academic matters) and Non-teaching staff		0.15	--
13.	Training for students (specify type of training)	Entrepreneurship and Employability Skills training	0.20	--
14.	Environment, Health & Safety related activities/items	Tree Plantation, Awareness for Health & Safety	0.15	--
15.	Skill development programs	-----	NA	--
16.	Others(specify)	1. Library Interactive board 2. Digital Podium (for Seminar Hall) 3. Digital Camera, DSLR for students activities 4. Solar Panel	0.15	--
Total			2.71	--

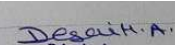

 Principal
 Smt. C. D. J. Patel Arts &
 Smt. I.S.M.A. Patel Commerce College-Vapi

Modernization and Strengthening of Laboratories Including Contractual Technicians' Recruitment

Our college has a well-equipped English Language Lab since the year 2012. As the lab is decade old numbers of computers are not working and many new programmes do not support the old precession system. We would like to update the lab with the latest systems. Detail expanse of the upgrade of the lab is as followed.

1. 25 new computers - Dell Inspiron 3268 (A261102SIN8)
(Intel Core i3,4GB,1TB,Win 10) Desktop. 18.5 inch Screen)
 $46,990 \times 25 = 11,74,750$
2. Payment for the Lab Technician (Yearly) - $20,000 \times 12 = 2,40,000$
3. Internet facility (High speed connectivity) (Yearly) – 20,000 (Approx.)
4. Maintenance and Service (Yearly) – 24,000 (Approx.)

	Nos.	Cost in Rupees	
Computer System Dell Inspiron 3268 (A261102SIN8) (Intel Core i3,4GB,1TB,Win 10) Desktop. 18.5 inch Screen)	25	46,990	11,74,750
Payment for the Lab Technician (Yearly)	01	20,000	2,40,000
Internet facility (High speed connectivity) (Yearly)	01	----	20,000 (Approx.)
Maintenance and Service (Yearly)	---	---	35,000 (Approx.)
Total			Rs. 14,69,750 (Approx.)


 Principal
 Smt. C. D. J. Rotel Arts &
 Smt. I.S.M.A. Rotel Commerce College-Vapi

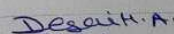
Renovation of Existing Infrastructure

- As far as infrastructure of our institute is concerned, we have a well-equipped building that is 30 years old that is damaged and needs repairing and maintenance.
- Since 1989 we have an incensement in staff and students and we need to build new toilet blocks for our increasing strength of students and faculties.
- We also want to add some more facilities like more toilet blocks. We already have a RO cooler but it is insufficient for the larger numbers of students and we need and upgrade in that as well.
- As we have already mentioned that our college is 30 years old and due to humid atmosphere of our town, the wooden furniture especially doors are needed to be replaced.
- We have a huge campus but it lacks boundary wall. We are planning to build that from the amount.

The detailed approximate expanses of the above mentioned work and other requirements are as followed.

	Nos.	Cost in Rupees	
		Per Piece / Sqr mtr. Cost	Total Cost
Building Maintenance (renovation) (3504.99 Square Mtr)	--	1100 (Per square Mtr.)	38,55,500
Toilet Block			
1. Renovation	03	2,00,000	6,00,000
2. Reconstruction	02	5,00,000	10,00,000
RO cooler			
1. Blue Star 120 Ltrs Storage Water Cooler (SDLX80120B)	2 (120 Ltrs.)	57,800	1,15,600 (GST included)
2. Blue Star Water Dispenser Hot and Cold with Cooling Refrigerator (BWD3FMRGA)	3 (15 Ltrs.)	14,200	42,600
Wooden Door	25	17,000 (approx.)	4,25,000
Air Conditioners Blue Star 1.5 Ton 3 Star Convertible 4 in 1 Cooling Inverter Split AC (Model, IB318YKU)	05	35,990	1,79,950 (GST Included)
Compound Wall (acres)	--	500 (Per square Mtr.)	17,52,500
Electrification of the Building (Renovation) (3504.99 Square Mtr)	--	35 (Per square Mtr.)	1,22,675
Sound System	01	---	75,000
Teachers' Tables	20	7000	140000
Total			83,08,825

***Note: GST and Labour charges not included**

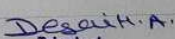

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DPR of Blended learning - Digital recording Studio

(Approx. Area 300 sq. ft.)

Teacher Computer : Intel Core i-5 Processor, Intel Chipset, 8 GB DDR3/4 RAM, 1 TB Hard Disk, 18.5" LED Screen, Keyboard & Mouse, Graphic Card DDR3 Memory	56990
ACs with Fittings (Capacity : 1.5 ton each)	57800
Home Theatre Sound System	25000
AI Tracking Camera for Instructor: PTC 20MN, camera - AI Tracking Camera for Lecture Tracking - 20 X Zoom, USB, HDMI, IP	21876
USB + HDMI PTZ Camera for Student camera: PTC 20N, USB + HDMI + IP + SDI + RS232 1080p60 PTZ Camera - 20 X - NDI	51699
Interactive Touch Display (65" size) with all necessary accessories including wall mount kit, etc.	1,00,000
Wooden Furniture:	
Wooden Door	17000
Teacher table	7000
Executive Chair for faculty	9000
Acoustics & False ceiling work: (i) Plain gyp-board ceiling (100 sq. ft.) (ii) Grid ceiling (200 sq. ft.) (iii) Acoustics work: Gyp. Perforated wall panelling work (720 sq. ft.)	50,000
Colour work (using best quality plastic paint)	47000
Electrification: I. 2' x 2' LED fixtures II. Round Down Light LED III. ISI marked Wires, Switches & Metal Boxes, etc. IV. Wall fan	35000
Total	478365

***Note: GST and Labour charges not included**

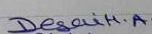

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Details Project Report for Music Lab (Skill Lab)

(Approx. Area required 450 sq. ft.)

Items	Cost
1) Master Computer based console with computer & necessary wiring, following add on, etc. 2) Digital Signal Processing facility for audio/video Playback / recording. 3) Audio channels connected to DSP through optical fiber cables. 4) Provision for creating individual audio channels for 8 inputs & 25 outputs. 5) Self-contained for any audio/video application / video conferencing / e-learning / Webinar, etc. 6) Intel Core i-5 Processor, Intel Chipset, 4 GB DDR3/4 RAM, 1 TB Hard Disk, 18.5" LED Screen, Keyboard & Mouse, Graphic Card DDR3 Memory	1,00,000
ACs with Fittings (Capacity : 1.5 ton each)	57800
LED TV (55" size) Full High Definition USB, Supplied with all necessary accessories including wall mount kit	65000
Home Theatre Sound System	55000
Head phone with socket & mic	25000
Digital Audio Workstation Set	45000
Musical Instruments (Karaoke, sitar, Harmonium, Tabla, Dhlak, Guitar etc)	100000
Wooden Furniture:	
Wooden Door	17000
Computer table	7000
Console cabinet	10000
Chair for lab technician	9000
Acoustics & False ceiling work: (i) Plain gyp-board ceiling 200 sq. ft. (ii) Grid ceiling 250 sq. ft. (iii) Acoustics work: Gyp. Perforated wall panelling work 350 sq. ft. Colour work (using best quality plastic paint) Ceiling color work with putty etc. 200 sq. ft. Vertical wall color work with putty etc. 300 sq. ft. Polishing work 350 sq. ft.	50000
Electrification: V. 2' x 2' LED fixtures VI. Round Down Light LED VII. ISI marked Wires, Switches & Metal Boxes, etc. VIII. Wall fan IX. MCB, ELCB, etc. Electrification (Master Computer Console wiring with material)	35000
Civil work like closing windows, finishing of wall with material, etc.	15000
Total	590800/-

*** Note: GST and Labour charges not included**


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Detail Project Report of Smart Class with Interactive Touch Display and Digital Podium

Interactive touch display 75” Supplied with all necessary accessories	391385
Wall mount kit	10000
Digital Podium with PC	85000
Air Mouse with Laser Pointer	5000
Smart Class Installation	10000
Electrification:	
X. ISI marked Wires, Switches & Metal Boxes, etc.	10000
VGA / Power Cable	2000
Total	5,13,385

***Note: GST and Labour charges not included**



Desai H.A.
 Principal
 Smt. C. D. J. Rolal Arts &
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