

NAAC Institutional Quality Sustenance and Development Survey

1.



INSTRUCTIONS

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

1. General Profile
2. IQAC (Internal Quality Assurance Cell) activities
3. Academic and Research Outputs
4. Student Mentoring and Support System
5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, in case the NAAC requests for any further evidence, the information may be sent by hard copy. This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution. No judgement or categorization on institutional quality is intended.

IMPORTANT

In order to enable institutions to have a preview of the questionnaire, the PDF version is available on the NAAC website.

When answering this questionnaire, please ensure that no question is omitted in order to have a holistic analysis.

This survey does not allow you to have access to the filled-up form, i.e., once the 'done' button is clicked, the information will automatically reach NAAC.

In case you wish to retain printouts of the filled-up questionnaire, please take a printout of each completed page before proceeding further.

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2.

1. Kindly provide the details of the institution

Name of Institution: SWAMI VIVEKANAND SARVODAYA

Year of Establishment of the Institution: 1969

Address Line 1: NAGALPUR HIGHWAY

Address Line 2: NAGALPUR

City/Town: MEHSANA

State: GUJARAT

Postal Code: 384002

Email Address: svbeducation@yahoo.in

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ Reaccreditation: 2007

Current Grade: B++

CGPA:

3. Institutional Status

[Any other Category](#)

4. Contact Person Details

Name of Head of Institution: DR. P. N. PATEL

Contact Phone: 02762251036, 9723395669

Email: svbeducation@yahoo.in

Website URL: www.svsbedu.com

Name of IQAC Co-ordinator: Dr. Sureshbhai R. Pa

Email: desire4sureshparma

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SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

1 Please enter a positive number/ 0 is not existing.

5. Number of academic programmes existing (Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.)	<input type="text" value="0"/>
Post Graduate (MA/M.Sc./M.Com etc.)	<input type="text" value="0"/>
Research Programmes (M.Phil/P.hD)	<input type="text" value="0"/>
Certificate Programmes	<input type="text" value="0"/>
Professional Programmes (B.Tech/M.Tech /B.Ed/M.Ed /Medicine/Pharmacy /Paramedical /Nursing etc)	<input type="text" value="2"/>
Other value added programmes	<input type="text" value="0"/>
Any other programme offered (Specify)	<input type="text" value="0"/>

1 Please enter a positive number/ enter 0 if not applicable

6. Details on Programme Development (Enter a number; 0 for nil)

New programmes added during the year	<input type="text" value="1"/>
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New programmes designed	0
Programes under revision	0
Interdepartmental collaborative programmes	0
Inter institutional collaborative programmes	0
Number of review committee recommendations implemented (Total)	0
Number of NAAC peer team recommendations implemented	1
Number of UGC/any other expert committee recommendations implemented	0
Number of review committee recommendation under implementation	0
Number of NAAC peer team recommendations under implementation	0
Number of UGC/ any other expert committee recommendations under implementation	0

7. Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per norms for all programmes	08
Total faculty on rolls	08

Faculty added during the year	<input type="text" value="02"/>
Faculty positions vacant	<input type="text" value="0"/>
Faculty left during the year	<input type="text" value="0"/>
Total number of visiting faculty	<input type="text" value="0"/>
Total number of guest faculty	<input type="text" value="0"/>

! Please enter a positive number.

8. Qualification of Faculty

PhD and Above	<input type="text" value="08"/>
MPhil	<input type="text" value="01"/>
Masters	<input type="text" value="08"/>
Any other (Specify)	<input type="text" value="0"/>

9. Faculty qualification improvement

PhD awarded to existing faculty	<input type="text" value="2"/>
MPhil awarded to existing faculty	<input type="text" value="0"/>
Any other degree awarded to existing faculty	<input type="text" value="0"/>

! Please enter a positive number.

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (total sanctioned)	<input type="text" value="11"/>
Administrative staff (Actual strength)	<input type="text" value="08"/>
Added during the year of reporting	<input type="text" value="00"/>
Left during the year	<input type="text" value="01"/>
Number of posts vacant	<input type="text" value="03"/>

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support	<input type="text" value="0"/>
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Staff (Total
sanctioned strength)

Technical Support

0

Staff (Actual
strength)

Added during the
year

0

Left during the year

0

Number of posts
vacant

0

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SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details

Year of establishment of IQAC

DD	MM	YYYY
15	06	2007

13. Composition of IQAC (Enter a number; 0 for nil)

Number of IQAC members	17
Number of Alumni in IQAC	0
Number of Students in IQAC	10
Number of Faculty in IQAC	8
Number of Administrative Staff in IQAC	01
Number of Technical Staff in IQAC	01
Number of Management Representatives	0
Number of External experts in IQAC	0

Number of any other stakeholder and community representatives

0

14. IQAC Meetings

Number of IQAC meetings held during the year

24

15. Whether Calendar of activities of IQAC formulated for the academic year

Yes

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programmes proposed

01

Number of value added programmes proposed

00

Number of skill oriented programmes proposed

01

Number of faculty competency and development programmes proposed

00

Number of other staff development programmes proposed

00

Number of student mentoring programmes proposed

00

Number of co-curricular activities proposed

20

Number of inter departmental cooperative schemes proposed

00

Number of community extension programmes proposed 00

Any other programmes proposed (Specify) 00

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programmes implemented 01

Number of value added programmes implemented 00

Number of skill oriented programmes implemented 01

Number of faculty competency and development programmes implemented 00

Number of other staff development programmes implemented 00

Number of student mentoring programmes implemented 00

Number of co-curricular activities implemented 22

Number of inter departmental cooperative programs implemented 00

Number of community extension programmes implemented 03

Any other programmes suggested that are implemented (Specify)

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

Number of seminars/ conferences/ workshops organized by IQAC within the institution

Number of participants from the institution

Number of participants from outside

Number of external experts invited

Number of external conferences/seminars/ workshops on institutional quality attended

Number of events conducted with IQACs of other institutions as collaborative programmes

19. Did IQAC receive any funding from UGC during the year ?

Yes

No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

Amount Received from UGC

Amount Received from any other source including the college management

21. Any significant contribution made by IQAC on quality enhancement during

and games events

Number of prizes
won by students in
university level
sports and games
events

00

Number of sports
and games events
conducted by the
institute for the
students

02

38. Composition of students

Percentage of
Scheduled Caste

16

Percentage of
Scheduled Tribe

08

Percentage of other
backward
communities

38

Percentage of
women students

64

Percentage of
physically
challenged

00

Percentage of rural
students

49

Percentage of urban
students

51

39. Scholarships and Financial Support

Number of students
availing financial support
from the institution

01

Amount disbursed as
financial support from
the institution

10,000

Number of students
awarded scholarship
from the institution

00

Number of students
received notable
national/international
acheivements/recognition

00

3. Student records

4. Evaluation and examination procedures

5. Research administration

6. Others

(enter the respective details corresponding to the serial numbers)

47. Existence of learning resource management

Yes

No

e-database in library

ICT and smartclass
room

e-learning sources
(e-Books,
e-Journals)

Production of
teaching modules

Interactive learning
facilities

48. Internal resource mobilization : Kindly provide the amount contributed

Research	<input type="text" value="0"/>
Consultancy and training	<input type="text" value="0"/>
Student contribution	<input type="text" value="0"/>
Alumni contribution	<input type="text" value="0"/>
Wellwishers	<input type="text" value="0"/>

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	<input type="text" value="185560"/>
Amount spent for student welfare	<input type="text" value="0"/>
Amount spent for staff welfare	<input type="text" value="0"/>

50. Is delegation of authority practiced

Yes

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

61. Identify any significant progress made by the institution towards acheiving the goals and objectives during the year (list below in bullet format)

62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)

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No

51. Does grievance redressal cell exist ?

Yes

No

Faculty

Students

Staff

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of
grievances received

00

Number of
grievances resolved

00

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of
grievances received

00

Number of
grievances resolved

00

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of
grievances received

00

Number of
grievances resolved

00

55. Has the institution conducted any SWOT analysis during the year

Yes

No

56. The SWOT analysis was done by internal or by external agency

Internal

External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

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SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focussed.

41. Whether perspective plan for overall developmental activities is created ?

Yes

No

42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored ?

Yes

No

43. Whether benchmarking is created for institutional quality management efforts ?

Yes

No

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format

45. Is a Management Information System (MIS) in place ?

Yes

No

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance

2. Student admission

40. Student initiatives

Number of
community
upliftment
programmes
initiated by students

05

Number of literary
programmes
initiated by students

00

Number of social
action initiatives
based on science /
environment initiated
by students

05

Number of student
research initiatives

00

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36. If Answer is Yes to Qn 34

Number of programmes organized 00

37. Student activities

Number of students participated in external cultural events 04

Number of prizes won by students in external cultural events 02

Number of cultural events conducted by the institute for the students 08

Number of students participated in international sports and games events 00

Number of students participated in national level sports and games events 00

Number of students participated in state level sports and games events 00

Number of students participated in university level sports and games events 00

Number of prizes won by students in international sports and games events 00

Number of prizes won by students in national level sports and games events 00

Number of prizes won by students in state level sports 00

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CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.

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[Done](#)

28. Does student support mechanism exist for coaching for competitive examinations?

Yes

29. Student participation, if response is yes to Qn. 27

Number of students
participated

83

30. Does student counselling and guidance service exist ?

Yes

31. Student participation, if answer to Qn. 29 is yes

Number of students
participated

83

32. Career Guidance

Number of career
guidance
programmes
organized

00

Percentage of
students
participated in
career guidance
programmes

00

33. Is there provision for campus placement?

No

34. If yes to Qn. 32

Number of students
participated in
campus selection
programmes

00

Number of students
selected for
placement during the
year

00

35. Does gender sensitization program exist ?

No

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SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned)	<input type="text" value="100"/>
Actual enrollment during the year	<input type="text" value="100"/>
Student dropout percentage during the year	<input type="text" value="00"/>
Success percentage in the final examination across the courses	<input type="text" value="00"/>
Number of academic distinctions in the final examination and percentage	<input type="text" value="76"/>
Number of students who got admitted to institutions of national importance	<input type="text" value="00"/>
Number of students admitted to institutions abroad	<input type="text" value="00"/>
Number of students qualified in UGC NET/ SET	<input type="text" value="00"/>
Number of students qualified GATE/ CAT/ other examination (Specify)	<input type="text" value="00"/>

Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	00
Number of PhDs awarded during the year	02
Percentage of faculty members invited as external experts/resource persons/reviewers /referees or any other significant research activities	12

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Number of papers presented in international conferences	01
Number of papers presented in national conferences	02
Number of conferences organized by the institution	00
Number of faculty acted as experts resource persons	00
Number of faculty acted as experts resource persons - international	00
Number of faculty acted as experts resource persons- national	00
Number of collaborations with international institutions	00
Number of collaborations with national institutions	00
Number of linkages created during the year	00
Total budget for research for current year as a percentage of total institution budget	0
Amount of external research funding received in the year	00
Number of patents received in the year	00
Number of patents applied for in the year	00

reviewed journals

Number of research
publications in
international peer
reviewed journals

00

Number of research
publications in
national peer
reviewed journals

01

Number of research
papers accepted for
publication in
international peer
reviewed journals

00

Number of research
papers accepted for
publication in
national peer
reviewed journals

01

Average of impact
factor of publications
reported

00

Number of books
published

01

Number of edited
books published

00

Number of books
(single authored)
published

00

Number of books
(coauthored)
published

01

Numbers of
conferences
attended by faculty

01

Number of
international
conferences
attended

01

Number of national
conferences
attended

00

Number of papers
presented in
conferences

03

Number of programmes discontinued during the year 00

23. Whether any systematic student feedback mechanism is in place ?

Yes

24. Feedback Details (If answer to Question 20 is Yes)

Percentage of courses where student feedback is taken 100

25. Is feedback for improvement provided to the faculty?

Yes

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year 00

Number of minor research projects undertaken during the year 00

Number of major ongoing projects 00

Number of minor ongoing projects 00

Number of major projects completed 00

Number of minor projects completed 02

Number of major project proposals submitted for external funding 00

Number of minor project proposals submitted for external funding 00

Number of research publications in peer 01

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SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programmes developed or designed by faculty

00

Number of faculty members involved in curriculum restructuring/revision /syllabus development

00

Number of programmes in which evaluation process reformation taken up and implemented

00

Number of active teaching days during the current academic year

221

Average percentage of attendance of students

92

Percentage of classes engaged by guest faculty and temporary teachers

00

Number of self financed programmes offered

01

Number of aided programmes offered

00

current year (Please provide details in bullet format)

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