ANNEXURE-18

Mandatory Disclosures

The following information shall be given in the information Brochure besides being hosted on the Institution's official Website.

The onus of the authenticity of the information lies with the Institution ONLY and not on AICTE.

18.1 Name of the Institution

- Name: Smt.R.R.Patel Mahila Arts and Commerce College
- Address: Topland Vidhyabhavan, Amin Marg, Rajkot
- Phone Number: 0281-2571487
- E-mail: rrpmc_rjt@yahoo.co.in

18.2 Name and address of the Trust/Society/Company and the Trustees

- Name: Smt. A.P. Patel Educational and charitable Trust
- Address: Astron Society, Rajkot
- Phone Number: 0281-2571487
- E-mail: appateltrust9@gmail.com
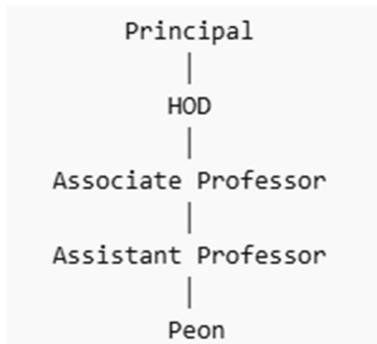
18.3 Name and Address of the Principal

- Name: Prof. M.L. Baldha
- Address: "Vrindavan", Nehrunagar , Near nana mauva circle, Rajkot
- Phone Number: 9426712108
- E-mail: maganbhaibaldha@gmail.com

18.4 Name of the affiliating University

- Saurashtra University, Rajkot

18.5 Governance

    i. Organizational chart


```
        Principal
            |
           HOD
            |
   Associate Professor
            |
   Assistant Professor
            |
          Peon
```

    ii. Grievance Redressal mechanism for Faculty, staff and students

The Process of grievance redressal is as follows-

1. Filing of Complaint:

Any student, faculty member, or staff facing discrimination or unequal treatment can file a complaint with the GRC. Complaints may be submitted in writing or via an online portal (if available), and should include a detailed description of the issue, supporting evidence, and names of the parties involved.

2. Acknowledgment:

The GRC acknowledges the receipt of the complaint and provides the complainant with a timeline for resolving the issue.

3. Investigation:

The GRC conducts an investigation, which may involve reviewing evidence, interviewing witnesses, and consulting legal or social experts if needed. Confidentiality of the complainant and the parties involved is maintained throughout the process.

4. Hearing:

The committee may invite both the complainant and the respondent to present their perspectives in a hearing, ensuring that both sides are fairly represented.

5. Resolution:

After gathering all necessary information, the GRC recommends suitable action. This may include:

Counselling or sensitization of the parties involved

Administrative action (if required)

Mediation between the complainant and the respondent

Punitive measures if discriminatory practices are found

If the issue is serious, the case may be escalated to higher authorities, such as the university administration or governing body.

iii. Establishment of Anti Ragging Committee

Sr. No.	Name	Designation
1.	Dr. Sumita K. Chothani	Associate Professor
2.	Bansi D. Godhani	Head of department (BCA)

iv. Establishment of Online Grievance Redressal Mechanism

- Not Applicable

v. Details of Grievance Redressal Committee in the Institution and OMBUDSMAN by the University

- Not Applicable

vi. Establishment of Internal Committee (IC)

Sr. No.	Name	Designation
1.	Dr. T.L. Shrimali	Associate Professor
2.	Dr. C.N. Chaudhary	Assistant Professor
3.	Dr. S.K. Chothani	Associate Professor

vii. Establishment of Committee for SC/ST

Sr. No.	Name	Designation
1.	Dr. C.N. Chaudhary	Assistant Professor
2.	Dr. B.G.Patel	Assistant Professor
3.	N.B. Doshi	Lecturer
4.	T. .Parmar	Sr. Clerk

viii. Internal Quality Assurance Cell

Sr. No.	Name	Designation
1.	Dr. C.N. Chaudhary	Assistant Professor(Co-Ordinator)
2.	J.V. Sonani	Member
3.	B.D. Godhani	Lecturer
4.	N.B. Doshi	Member

ix. Equal Opportunity facilities Cell.

Sr. No.	Name	Designation
1.	Dr. B.G.Patel	Assistant Professor
2.	Dr. A.H.Maru	Part time Professor
3.	H.N. Kaneriya	Lecturer
4.	R.D.Pandya	Lecturer

X. Student Counsellor Cell.

Sr. No.	Name	Designation
1.	Dr. S.K. Chothani	Associate Professor
2.	Dr. B.G. Patel	Assistant Professor
3.	Dr. D.B. Dobariya	Associate Professor
4.	J.V. Sonani	Assistant Professor
5.	S.D. Trivedi	Lecturer
6.	N.B. Doshi	Lecturer

XI. Anti-Ragging Squad.

Sr. No.	Name	Designation
1.	B.D. Godhani	Head of department (BCA)
2.	H.V. Ramani	Student (TY)
3.	H.K. Busa	Student (TY)
4.	P.V. Gevariya	Student (SY)
5.	K.G. Sarvaiya	Student (SY)
6.	B.A. Kothiya	Student (FY)
7.	D.D. Khunt	Student(FY)

18.6 Programmes

i. Name of Programmes approved by AICTE

Level	Course	Affiliating Body	Intake Approved for 2025-26
Undergraduate	BCA	Saurashtra University	120

ii. Name of Programmes Accredited by NBA

-Not Applicable

iii. Status of Accreditation of the Courses

-Not Applicable

iv. Total number of Courses

one(Under Council)

v. For each Programme the following details are to be given (Preferably in Tabular form):

Name	Number of seats	Duration	Cut off marks/rank of admission during the last years
BCA (Bachelor of Computer Application)	120	4 Years	As Per GCAS

vi. Fee (as approved by the state government)

- RS. 27890 per Year

vii. Name and duration of Programme(s) having Twinning and Collaboration with Foreign University(s) and being run in the same Campus along with status of their AICTE approval. If there is Foreign Collaboration, give the following details, if any:

- Not Applicable

18.7 Faculty

i. Course/Branch wise list Faculty members:

Branch: Computer Science / BCA

SN.	NAME OF FACULTY	DESIGNATION
1.	B.D. Godhani	H.O.D Of BCA Dept.
2.	N.B.Doshi	Lecturer
3.	H.N.Kaneriya	Lecturer
4.	R.D.Pandya	Lecturer
5.	S.D.Trivedi	Lecturer

ii. Permanent Faculty

N.A

iii. Adjunct Faculty

SN.	NAME OF FACULTY	DESIGNATION
1.	M.D. Paneri	PHD Ongoing

iv. Permanent Faculty: Student Ratio

N.A

18.8 Profile of Vice Chancellor/Director/Principal/Faculty

Faculty-1

i. Name: Bansi D. Godhani

ii. Date of Birth:

iii. Unique ID: 1-44762009425

iv. Education Qualifications: B.Tech. , M.Tech.

v. Work Experience: 13 years

vi. Teaching/ Research/ Industry/ Others

Teaching: 13 Years

vii. Area of Specialization

Machine Learning with Python + AI

viii. Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level

Diploma , Under Graduate

ix. Research guidance (Number of Students)

N.A

x. No. of papers published in National/International Journals/Conferences

published:- 3

xi. Master (Completed/Ongoing)

M.Tech Completed

xii. Ph.D. (Completed/Ongoing)

N.A.

xiii. Projects Carried out

N.A

xiv. Patents (Filed & Granted)

N.A

xv. Technology Transfer

Nil

xvi. Research Publications (No. of papers published in National/International Journals/Conferences)

Nil

xvii. No. of Books published with details (Name of the book, Publisher with ISBN, year of publication, etc.)

Nil

Faculty-2

i. Name: Neha Bhavik Doshi

ii. Date of Birth: 12/01/1991

iii. Unique ID: 1-47203601551

iv. Education Qualifications: B.C.A., M.Sc(IT & CA), LLB

v. Work Experience: 7 Years

vi. Teaching/ Research/ Industry/ Others

Teaching: 7 Years

vii. Area of Specialization

Programming Language **ASP.NET**

viii. Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level

Under Graduate

ix. Research guidance (Number of Students)

> N.A

x. No. of papers published in National/International Journals/Conferences

> N.A

xi. Master (Completed/Ongoing)

> M.Sc(IT & CA)

xii. Ph.D. (Completed/Ongoing)

> N.A.

xiii. Projects Carried out

> N.A.

xiv. Patents (Filed & Granted)

> N.A.

xv. Technology Transfer

> N.A.

xvi. Research Publications (No. of papers published in National/International Journals/Conferences)

> N.A.

xvii. No. of Books published with details (Name of the book, Publisher with ISBN, year of publication, etc.)

> N.A.

Faculty-3

i. Name :- Hetal Nirav Kaneriya

ii. Date of Birth:- 16/07/1988

iii. Unique ID :-

iv. Education Qualifications:- B.Tech. , M.Tech.

v. Work Experience:- 11 years

vi. Teaching/ Research/ Industry/ Others

> Teaching: 11 Years

vii. Area of Specialization

> N.A

viii. Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level

Under Graduate , Post Graduate,Diploma

ix. Research guidance (Number of Students)

N.A

x. No. of papers published in National/International Journals/Conferences

3

xi. Master (Completed/Ongoing)

Completed

xii. Ph.D. (Completed/Ongoing)

N.A.

xiii. Projects Carried out

N.A.

xiv. Patents (Filed & Granted)

N.A

xv. Technology Transfer

N.A

xvi. Research Publications (No. of papers published in National/International Journals/Conferences)

2

xvii. No. of Books published with details (Name of the book, Publisher with ISBN, year of publication, etc.)

N.A

Faculty-4

i. Name :- Rutvi Dipakbhai Pandya

ii. Date of Birth:- 05/10/1986

iii. Unique ID :- 1-47430506073

iv. Education Qualifications:- B.Sc(IT), M.Sc(IT & CA), B.ED

v. Work Experience:- 10 years

vi. Teaching/ Research/ Industry/ Others

Teaching: 10 Years

vii. Area of Specialization

Programming Language with **ASP.NET**

viii. Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level

    Under Graduate

ix. Research guidance (Number of Students)

    N.A

x. No. of papers published in National/International Journals/Conferences

    N.A

xi. Master (Completed/Ongoing)

    M.Sc(IT & CA) Completed

xii. Ph.D. (Completed/Ongoing)

    Not Applicable

xiii. Projects Carried out

    N.A.

xiv. Patents (Filed & Granted)

    N.A

xv. Technology Transfer

    N.A

xvi. Research Publications (No. of papers published in National/International Journals/Conferences)

    N.A

xvii. No. of Books published with details (Name of the book, Publisher with ISBN, year of publication, etc.)

    N.A

Faculty-5

i. Name:- Shivani Dip Trivedi

ii. Date of Birth: - 23/08/1994

 iii. Unique ID: -

iv. Education Qualifications: - B.Sc(IT), M.Sc(IT & CA),MCA,B.ED

 v. Work Experience: - 10 years

 vi. Teaching/ Research/ Industry/ Others

    Teaching: 10 Years

vii. Area of Specialization

Programming Language with JAVA And Android

viii. Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level

Under Graduate, Post Graduate

ix. Research guidance (Number of Students)

N.A

x. No. of papers published in National/International Journals/Conferences

N.A

xi. Master (Completed/Ongoing)

MCA, M.Sc(IT & CA) Completed

xii. Ph.D. (Completed/Ongoing)

N.A.

xiii. Projects Carried out

N.A.

xiv. Patents (Filed & Granted)

N.A

xv. Technology Transfer

N.A

xvi. Research Publications (No. of papers published in National/International Journals/Conferences)

N.A

xvii. No. of Books published with details (Name of the book, Publisher with ISBN, year of publication, etc.)

N.A

18.9 Fee

i. No. of Fee waivers granted with amount and name of students

N.A

ii. Number of scholarships offered by the Institution, duration and amount

Name of sponsorship	Amount	Duration
Digital Gujarat	8000	12 months
NSP	12000	12 months

SHREE SAURASHTRA PATEL VIDHYARTHI UCHH KELAVANI SAHAYAK MANDAL	5000	12 months

18.10 Admission

i. Number of seats sanctioned with the year of approval

Number of Seats Sanctioned (2025-26)

LEVEL	COURSE	INTAKE APPROVED
Undergraduate	**Bachelor of Computer Applications**	120

ii. Number of Students admitted under various categories each year in the last three years

Institution	Course	UG/PG/DIP	Admitted 2023-24	Admitted 2024-25	Admitted 2025-26
R.R.Patel Mahila Arts and Commerce College	BCA	UG	63	73	51

iii. Number of applications received during last year for admission under Management Quota and number admitted

N.A

18.11 Admission Procedure

i. Mention the admission test being followed, name and address of the Test Agency/State Admission Authorities and its URL (website)

Based On **Gujarat Common Admission Services**

https://gcas.gujgov.edu.in/index.aspx

ii. Number of seats allotted to different Test Qualified candidate separately (AIEEE//JEE/ CET (State conducted test/ University tests/ CMAT)/ Association conducted test etc.)

N.A

iii. Calendar for admission against Management quota seats:

N.A

iv. Last date of request for applications

Based On **Gujarat Common Admission Services**

v. Last date of submission of applications

Based On **Gujarat Common Admission Services**

vi. Dates for announcing final results

Based On **Gujarat Common Admission Services**

vii. Release of admission list (main list and waiting list shall be announced on the same day)

Based On **Gujarat Common Admission Services**

viii. Date for acceptance by the candidate (time given shall innocase be less than 15 days)

Based On **Gujarat Common Admission Services**

ix. Last date for closing of admission & Starting of the Academic session

Based On **Gujarat Common Admission Services**

x. The waiting list shall be activated only on the expiry of date of main list

Based On **Gujarat Common Admission Services**

xi. The policy of refund of the Fee, in case of withdrawal, shall be clearly notified

N.A

18.12 Criteria and Weightages for Admission

i. Describe each criterion with its respective weightages i.e. Admission Test, marks in qualifying examination etc.

● Admission Test: As per Government Norms

● Marks in Qualifying Examination: As per Government Norms

● Any Other Criteria: As per Government Norms

ii. Mention the minimum Level of acceptance, if any

● As per Government Norms

iii. Mention the cut-off Levels of percentage and percentile score of the candidates in the admission test for the last three years

● As per Government Norms

iv. Display marks scored in Testetc. and in aggregate for all candidates who were admitted

● As per Government Norms

18.13 List of Applicants

List of candidate whose applications have been received along with percentile/percentages core for each of the qualifying examination in separate categories for open seats. **N.A**

List of candidate who have applied along with percentage and percentile score for Management quota seats (merit wise) **N.A**

18.14 Results of Admission Under Management seats/Vacant seats

i. Composition of selection team for admission under Management Quota

N.A

ii. List of candidate who have been offered admission

N.A

iii. Waiting list of the candidate in order of merit to be operative from the last date of joining of the first list candidate

N.A

18.15 Information of Infrastructure and Other Resources Available

Facility	Details
Number of Tutorial Rooms	1
Number of Class Rooms	2
Number of Laboratories	1
Number of Computer Centers	1
Central Examination Facility	Available
Online Examination Facility	Not Available
Barrier Free Built Environment	Available

Facility	Details
Fire and Safety Certificate	Available
Hostel Facilities	Available
Library Books/ebooks/Titles/Journals	Available
Online Journals Subscription	Not Available
National Digital Library (NDL)	Not Available
Major Equipment/Facilities	Available
Experimental Setup	Available [Computer Lab]

Innovation Cell	Not Available
Social Media Cell	Available
Academic Bank of Credit (ABC) Compliance	Available
Short Video of Infrastructure	Available
Games and Sports Facilities	Available
Teaching Learning Process	Available
Post Graduate Course Laboratory Facilities	Not Available

18.16 Enrolment and placement details of students in the last 3years

N.A as final first batch of BCA will be graduated in June 2026

18.17 List of Research Projects/Consultancy Works

N.A

18.18 MoUs with Industries

N.A