



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

**SMT. BHANUMATI VRUJLAL DHANAK
ARTS,COMMERCE,SCIENCE AND MANAGEMENT
COLLEGE, BAGASARA**

**SMT. B.V. DHANAK ARTS , COMMERCE , SCIENCE AND MANAGEMENT
COLLEGE, STATION ROAD, BAGASARA**

365440

www.jcdhanak.org

SSR SUBMITTED DATE: 31-07-2024

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

July 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Established in June 1988 in the rural area of Bagasara, Smt. B.V. Dhanak Arts & Commerce College is a proud institution with facilities. The former president of the trust wished that the sons and especially the daughters of this educationally backward area can easily get education at least up to graduation at Bagasara itself. It is mainly a co-educational grant-in-aid organization running in day shift. It also has a permanent affiliation with Saurashtra University, Rajkot. After its establishment, its name has been changed from time to time. Initially, when it was established in June 1988, it was named as Smt. J. C. Dhanak Arts and Commerce College. Since September-2014 Smt. Bhanumati Vrujlal Dhanak Arts, Commerce, Science & Management name was given. B. Com. Was started in 1988, B. A. in 1990 and BCA in 2011. In the year 2008 this institute has got UGC 2(f) & 12(B) recognition. Institute has B. A. with Gujarati, Hindi and Sanskrit as major subject while subjects like Gujarati, Hindi Sanskrit, Sociology and Economics are as minor subjects. Our organization has secured 'B' grade with CGPA 2.51 in the first NAAC cycle of 2009 and then 'B++' grade with CGPA 2.81 in the second cycle of 2017. Similarly in the year 2013 it got 'A' grade with a score of 875.5 in the audit of 'AAA' by Higher Education Department of Gujarat Government.

The institute has two large buildings with educational facilities, spacious ground, volleyball, kho-kho, kabaddi grounds, canteen, green campus, rain water recharge system, solar power system (roof-top 10 kW), library with various books, computer lab, gym etc.

In Volleyball, institute won multiple championships in Saurashtra University Inter-college Women's Volleyball Competition in which the women's team became champions in the years: 2019-20, 2021-22, 2022-23 and runners-up in 2018-19, 2023-24. A women's rifle shooting championship in years: 2021-22, 2022-23. Eleven students have received gold medals in Arts faculty from Saurashtra University.

The institute has a permanent Principal, P.T.I., Librarian and highly qualified faculties with Ph. D. qualification. We keep updating ourselves by attending university as well as higher education departmental educational trainings and programs.

Vision

- To provide qualitative education with equal opportunities for boys and girls in the backward region of Bagasara.
- To produce graduates according to the regional needs of the time.
- To create an excellent educational environment in which students can attain a variety of goals.
- To contribute in nation building by providing value based education.

Mission

- To commence and run certificate, diploma and degree courses.
- To establish required latest equipment. (To make teaching-learning process more effective through audio -visual aids)

- To create awareness towards society and environment.
- To provide education which promotes positive attitude and family values.
- To nurture an environment that promotes healthy and intellect minds by synergizing the benefits of academics, sports, NSS, NCC and extra- curricular activities.
- To develop integrated personality of students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- We have fully qualified and dedicated staff. Thirteen teachers have completed their Ph.D. Among them six are M.Phil. Degree holders too. And four of our faculty members have also passed NET/SLET examination.
- Eight of our faculty members are Ph. D. level research guides.
- Four Minor Research Projects are completed by our faculty members.
- The institution offers affordable fee structure to the students.
- Our library is fully computerized. It has Xerox machine, printer, four computers and internet facility for both students and faculty members.
- Our Career Counseling and Placement Cell/UDISHA/Student Development Programme organized by Saurashtra University is very helpful to the students because it not only prepares them for competitive examinations but also helps them to develop their skills.
- The Institution provides insurance coverage to all students. This policy is given from Government of Gujarat as well as Saurashtra University, Rajkot.
- The administrative office is computerized. For effective and speedy administrative work, we have installed special software.
- The institute owned vast area of 2.009 acre which is green, clean and eco-friendly.
- The college campus is fully Wi-Fi connected.
- The institute has a Gym facility for students as well as the staff members.
- Two NSS units one for girls and other for boys are running in the college as well as one NCC unit for girls' students exist in the institute.
- The institute is continuously trying to develop Green Energy as our college campus is totally Green Campus, Water Recharge facility is also developed in the college campus.
- The institute is also having Solar Energy on the roof top of the college building.
- The institute provides financial support in the form of various scholarships to majority of the students.
- The institute has having highly disciplined atmosphere in the students as well as it has Dress-Code/Uniform for both students and staff members as well.
- Implementation of government schemes – Azadi ka Amrut Mahotsav, Swachha Bharat Abhiyan, Ek Bharat Shreshth Bharat, Innovation Club, and Finishing School etc.

Institutional Weakness

- Frequent failure of electricity is a hurdle for developing IT zone in the institute.
- Experts are not available around the district for various services.
- Shortage of one regular faculty in commerce.
- This district is financially and educationally backward so, it affects the overall development of the institute.

- Some of the students are getting education not for employment, but just for finding good matches.
- Limited financial freedom as lack of sufficient Govt. /Other funds.
- We are unable to develop hostel facility as most of the students are coming from surrounding nearby villages and they don't prefer to stay at our place. Hence sometimes they are not attending extra classes or any special programme organized for them during out of office hours. Thus, the institute face like late attendance due to irregular transportation and/or especially rainy days thus which sometimes affect the strength of the students.
- The institute has no Boys' unit for NCC, so it also affect the strength of the students.
- The institute has not Auditorium facility, therefore sometime it creates a problem to organize any function during the monsoon and the hot summer. Hence, the institute has to manage in organization of any function and prayer in the college compound itself.
- Less academic autonomy in the existing affiliating system.
- Less opportunity for twinning programmes.
- Socio-economic backwardness of the students adversely affecting the motivation level of the students.
- Inordinate delay in getting government sanction for filling regular vacancies for teaching and non-teaching staff.
- Poor English speaking capacity of the students.
- Social prejudice regarding girls coming out of their home to attend the college.
- Due to conversion of grant-in-ad PG Courses in self-finance courses by the university, we had to close both PG Centre of Gujarati & Hindi subjects due to increment in fee structure.

Institutional Opportunity

- Introducing newer courses with a focus on employability.
- Starting of PG courses in Commerce stream.
- Development of Research activities for Staff and Students.
- Construction of new Library Building, Reading Room, Auditorium, and Hostel for girls.
- Introduction of job oriented and post-doctoral programs.
- To apply for various schemes of National funding agencies to develop infrastructure and instrumentation.
- Create ecosystem for promoting start-ups
- E-content development by faculty for national level MOOCs.
- Potential to introduce interdisciplinary courses and Honours Degree Pprogrammes under NEP 2020.
- Collaborative research with research institutions.
- More extra-income generating courses and value added courses can be started. For that ICT based technology up-gradation can be done.
- Immense opportunities to develop good sports' complex.
- More linkage and MOUs for student and faculty exchange programme can be initiated with other colleges and universities
- Scope for faculty training.
- Organization of seminars, conferences and workshops to increase alumni participation and support.
- ICT facility is very limited and every class has to be transformed into a smart class. Laboratory facility has to be improved with more equipments and computers.

Institutional Challenge

- Urbanization is a great challenge for villagers. The students are leaving villages and going towards cities for education/earning money.
- Rural and rustic catchment is another challenge for the institution because they have the tendency not to go for higher education.
- To make students and even faculty 'English Speaking' is also a challenge for us.
- To attract companies to the college campus is also very difficult for us.
- To encourage research aptitude among students and faculty.
- Low socio-economic background of majority of students.
- Preparing our economically and socially backward students for competitive world for good Job placement.
- Introduction of Science Courses after preparing a large infra-structure facility, science labs, and installation of various instruments at our institute as parallelly the Government Science College in Bagasara was sanctioned by the government.
- To attract students to select our college, as more and more self- finance colleges are introduced day by day and they are providing low- moral values for superficial benefits to the students to attract them.
- Sustaining students' strength in competitive environment to minimize students' drop-out ratio.
- Offer more job-oriented courses.
- Filling of vacant teaching and non-teaching posts by the Government.
- Due to tight schedule of semester system less time is found for research and extension activities.
- Keeping pace with the rapid changes in higher education.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- Our institute is an affiliated college of Saurashtra University, the curriculum is designed by the University and so the institute has to follow this curriculum.
- In Saurashtra University system, every subject has a Board of Studies. The curriculum is developed by the Board of Studies. Most of the Heads of the Departments of our institution are the members of the Saurashtra University Board of Studies. They take an active and keen interest in the curriculum development through personal involvement and feedback of the faculty, students and academic experts and present them to the Board of Studies for further perusal. Furthermore, they participate actively in the Board of Studies in the development of the new/revised/improved curriculum as and when the need arises.
- In the beginning of the academic year, IQAC prepares an institutional academic calendar keeping in mind the university syllabi. IQAC also provides the format for Annual Teaching Plan with guidelines and each teacher prepares Annual Teaching Plan accordingly.
- Efforts are made to impart various skills to the students and imbibe research culture among them through student-centric practices like group seminars/discussions, quiz, assignments, subject wise online MCQ Tests, offline preliminary tests etc. are being followed for effective curriculum delivery.
- Various efforts are made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market.
- Suggestions are given at the time of designing the curriculum by the faculties to add various value-added courses/enrichment programmes offered to ensure holistic development of students.
- Feedback forms are designed for students so as to facilitate their understanding of the course contents and their expectations. Student feedback is taken after completion of syllabus of each subject, usually at the end of the year.

- Alumni feedback is taken formally during the annual meet and informally during faculty- alumni interactions. The feedback is noted down by the chairperson of the Alumni Association.
- Parents' feedback is also collected informally during parent teachers meet.
- Feedback obtained is studied and analyzed through discussion by the faculty in the departments of the course/subject concerned.

Teaching-learning and Evaluation

- Our institution puts its major focus on students' development to make learning more students centric by applying various methods.
- The faculties use teaching aids like multimedia projectors, computers, laptops, e-journals and video lectures for teaching through advance technological education.
- The college organizes orientation program for parents at the commencement of the academic year. This program facilitates students to familiarize with the institution norms, academic environment, curricular and extracurricular activities.
- The institution also arranges all the possible facilities as per the current scenario of education for students and looks forward for the future needs.
- The institution provides efficient and competent faculties to students by appointing various well-qualified, skilled and knowledgeable faculties as per the UGC norms and guidelines. The institution also encourages the faculties to participate in various academic programmes and events like National Conferences, International Conferences, Seminars, Workshops, and FDPs etc. to enhance the faculties' knowledge with the current era.
- In the last current year, the faculty-student ratio is 1:50.
- The institute has adequate, well-maintained, and regularly upgraded infrastructure facilities.
- The institution has a transparent mechanism to monitor and evaluate the quality of teaching and learning. The performance of students is examined through the continuous internal evaluation system viz. class-tests, question-answer sessions, debates, presentations, online MCQ tests, assignments etc. which is an integral part of teaching-learning process. The examinations & evaluation process of all the disciplines are conducted by the University at the end of each semester.
- To monitor and evaluate the teaching learning process, the institution takes the feedback form from the students. The objective of this feedback (SSS) is to measure the students' level of satisfaction on their experiences with the institute covering the Teaching-Learning Process.
- The institute develops intellectual, personal and professional abilities through effective communicative skills; ensuring high standard of behavioral attitude through literary subjects and shaping the students socially responsible citizens.
- The commerce graduates will get hands on experience in various aspects acquiring skills for accounting, financing, administrating, marketing, selling, and overall abilities in their fields. This programme provides well trained professionals for industries, insurance companies, transport agencies, banking sectors, financial companies, etc.

Research, Innovations and Extension

- The institute has a Research Committee to facilitate, monitor and address the issues of Research, Innovation and Extension.
- We have fully qualified and dedicated staff. Thirteen teachers have completed their Ph. D. Among them six are M.Phil. Degree holders too. And four of our faculty members have also passed NET/SLET

examination, eight of our faculty members are Ph. D. level research guides, four Minor Research Projects are completed by our faculty members.

- Institution has many faculties who have Ph. D guideship who deliver talks during course work lectures.
- The institution appoints well- qualified, skilled and knowledgeable faculties as per UGC norms/guidelines.
- The institution also encourages the faculties to participate in various academic programmes and events like National/International Conferences, Seminars, Workshops, and FDPs etc. to enhance their knowledge with the current era.
- The institution is continuously motivating the faculties for publication of research articles in various journals and books.
- Our faculties publish their research articles in Referred, Peer-reviewed and also having impact factor journals.
- Some of our faculties are also appointed as external Ph. D. referees at other universities.
- The institute also has an Innovation Club in which government provides equipments and trainer to the institute who provides online and off-line training to the students and guide them how to prepare electric circuit, drawn camera, electronic remote, electronic chargeable toys, water drip irrigation circuit, etc.
- Apart from this, the institute also has an Entrepreneurship Cell to develop Entrepreneur skill in the student for the purpose of self-employability and under this; two of our girls received fund of Rs 40, 000 individually.
- The institute organizes various extension programmes to expose students to a social atmosphere and motivate students to participate actively in all those outreach programmes under NSS/NCC and other activities.
- Apart from these, the institute organizes various other activities to create awareness on various social issues such as gender sensitization, environmental protection, consumer rights, women empowerment, health and hygiene, child care, etc.
- The institute has MoUs, collaborations/linkage for various purposes viz. faculty exchange, job training, placement, resource sharing, MoU with Nagarpalik for cleanliness, MoU with doctors for medical guidance etc.

Infrastructure and Learning Resources

- The institute has adequate, well-maintained, and regularly upgraded infrastructure and learning resources.
- At present, the institute has a big college campus spread in 2.09 acres, in which there is a Principal Office, two Administrative Offices, NSS Office, NCC Office, Staff-Room, Library, Reading Room, Ladies Room, Computer Lab, Multimedia Room/ Seminar Hall with ICT facilities, Gymnasium, Canteen, 16 Classrooms and a large play ground as well.
- Apart from these, there are three water filters/coolers, 15000 feet underground water tank, water tank on the roof top and a water bore well facility as well. There is a water harvesting facility and a solar panel of 10 kW. The institute has a fire safety and waste management facility as well.
- The institutional building is surveillance under 58 CCTV cameras.
- Along with this, the campus is green campus having total 926 plants and trees including Ayurveda trees and the trees which provide fruits to birds.
- ICT related programmes have been arranged to make students and staff familiar with technology enabled education.
- The college has a 32 computers, 3 printers, and 2 photocopiers and scanners facility as well. The college campus is totally Wi-Fi connected. The IT facility of the college will be updated and maintained

regularly.

- The institute has a big library with a large reading room for students to sit and read. The library has a total collection of 17, 104 books, including 10, 470 reference books and 6, 634 tax books. Book bank facility is also available in the college library which includes encyclopedias, dictionaries, textbooks, reference books, magazines, journals, newspapers etc.
- The library has a Xerox machine which makes it easy for students to print information free of charge when they need.
- The institute has various indoor and outdoor games facilities for the students. There is a gymnasium for the health care purpose of students and staff.
- The institute organizes various health and gynecological lectures for the girl-students.
- For differently able students, it is ensured that their all needs are fulfilled on the ground floor itself.
- The institution has an active team to maintain and repair the infrastructure facilities.

Student Support and Progression

- At present, the institute follows GCAS portal for enrollment process as per the government guideline.
- The institute creates a platform for the active participation of the students in various academic, co-curricular, extra-curricular, and administrative activities to empower the students for their overall development.
- The institute organizes various activities during the whole year which includes Sports, Games, Cultural Events, Navratri, Celebration of National Festivals etc. Winners of such competitions are awarded with prizes/medals and certificates.
- The college caters the financial needs of the students who belong to SC, ST, OBC non-creamy layer and EWS category of the society through the government financial assistance.
- The government provides 80 PR scholarship to the meritorious students of the institution.
- The university provides accident policy to all students studying in the college affiliated to the Saurashtra University.
- To develop various skills in the students, School Finishing Program is organized every year. The college has established Career Counseling Cell and UDISHA Club which caters the placement needs of the students. The institute also organizes Expert Lectures related to various areas of competitive exams for students. 70% of our students are admitted to higher education.
- The Institution has formed Grievance Redressal Cell, Women Empowerment Cell, and Anti Ragging Cell etc. to provide psycho-social support to the students.
- The institute also has an Innovation Club in which government provides equipments and trainer to the institute who provides online and off-line training to the students. Moreover, the institute also has an Entrepreneurship Cell to develop Entrepreneur skill.
- Extra-curricular activities are covered under the various committees and NSS/NCC units of the institute.
- NCC unit of the institute sends the girls for attending various camps such as CATC, TSC, EBSB, Water-Adventure etc. where they achieve gold/silver medals for various competitions.
- The institute has a complaint box for collecting the complaints and moreover we collect online and offline feedback from the students. IQAC discusses the problem and take corrective steps for future.
- The meeting for alumni association is arranged once in a year and any suggestions given by them regarding the academic improvement are considered by the IQAC Committee.

Governance, Leadership and Management

- The role of the Principal is multi-dimensional. He is the chief of the IQAC to whom the management has given operational autonomy to undertake all the activities of the institution. The principal in consultation with all the teaching and non-teaching faculties makes all the necessary planning and implementation of different academic, administrative and other related policies.
- The institution promotes the culture of participative management at the strategic level, functional level and operational level. The Principal with Governing Body - IQAC and other faculties are involved in defining policies & procedures, framing guidelines, rules & regulations pertaining to admission, examination, discipline, grievance, support service, finance etc.
- One of the staff members is appointed as the advisor of the students' union. He is empowered to play important role in different activities of the college. The students are also selected as secretaries of various activities like cultural, sports, NSS, NCC etc. and further reinforces decentralization.
- The institution adopts various quality improvement strategies to achieve excellence and smooth functioning of the different activities such as Curriculum Development, Teaching and Learning, Examination and Evaluation, Research and Development, Library, ICT and Physical Infrastructure/Instrumentation, Admission of Students, Human Resource Management etc.
- Moreover, the institution also encourages the faculties to participate in various academic programmes and events like National/International Conferences, Seminars, Workshops and FDPs etc. to enhance their knowledge with the current era.
- Internal audit of the institution is entrusted to qualified chartered accountants who thoroughly check and verify all the financial transactions with the supporting documents. External audit of the institution is carried out by the auditors as per the provisions of the government rules and regulations.
- Main source of fund for the institute is from UGC and Government of Gujarat. In addition to this, the trust helps when the need arises.
- The institute arranges regular parent-teacher meet to discuss about the educational progress of the students. Suggestions regarding academic and administrative reforms by the parents are heartily welcomed and implemented.
- The institute organizes various professional development and administrative training programmes for teaching and non-teaching staff during the year.

Institutional Values and Best Practices

- Our institution is fully committed to the safety and security of the students.
- The campus of our institute is secured and protected with a high compound wall and a security guard.
- The institutional building is surveillance under 58 CCTV cameras.
- Ragging in any form is strictly prohibited inside the campus as per the UGC guideline.
- Prompt redressal of appropriate grievances through Grievance Redressal Cell and Women Empowerment Cell.
- The institute conducts counselling of students during the academic year to help the students in their academic, administrative, personal and social problems.
- The institute organizes various Gender- Equity Promotion programmes during the year such as “Women Safety and Cyber Crime Information”, “Health & Gynaecological Lecture for girl-students”, “Programme for Character- Building for girl-students”.
- The institution provides clean and hygienic restroom facilities for girl-students.
- Being very sensitive to the environment, the institute works meticulously to maintain a green environment in the campus.
- The institute applies power saver equipments to save electricity and a solar panel of 10 kW is installed

to save electric energy.

- For differently able students, it is ensured that their all needs are fulfilled on the ground floor itself.
- The institute organizes various activities to promote universal values and ethics such as: Swachha Bharat Campaign, Observance of Independence Day, Celebration of Sanskrit Day and Kalidas Jayanti, Observance of Birth Anniversary of Mahatma Gandhi, Celebration of Republic Day and Cultural Programme etc. at the College Campus.
- Initiatives taken by the institution to make the campus eco-friendly such as Solid Waste Management, Liquid Waste Management, Plastic Free campus, E-Waste Management, Waste Recycling System, Rain Water Harvesting, Bore well Recharge, etc.
- The aim of the college is to equip the students with global competencies, so that they could meet with the demands of the changing scenario successfully.
- The vision of the institution aims at attaining excellence of students in academic world and preparing them to face the modern challenges to inculcate the skills and values necessary to succeed in real life and above all making them responsible citizens and real human beings with the quality of compassion and love.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SMT. BHANUMATI VRUJLAL DHANAK ARTS,COMMERCE,SCIENCE AND MANAGEMENT COLLEGE, BAGASARA
Address	Smt. B.V. Dhanak Arts , Commerce , Science and Management College, Station Road, Bagasara
City	BAGASARA
State	Gujarat
Pin	365440
Website	www.jcdhanak.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Subhashkumar D. Mori	02796-222256	9106947915	-	jcdbagasara052@gmail.com
IQAC / CIQA coordinator	Twinkle B. Manavar	-	9725199234	-	twinklemanavar2@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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State	University name	Document
Gujarat	Saurashtra University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	29-07-2008	View Document
12B of UGC	29-07-2008	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Smt. B.V. Dhanak Arts , Commerce , Science and Management College, Station Road, Bagasara	Rural	2.009	2855.35

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Gujarati,	36	Twelfth Pass	Gujarati	120	72
UG	BA,Hindi,	36	Twelfth Pass	Hindi	120	72
UG	BA,Sanskrit,	36	Twelfth Pass	Gujarati	120	48
UG	BCom,Com merce,	36	Twelfth Pass	Gujarati	120	42
UG	BCA,Bachel or Of Computer Application,	36	Twelfth Pass	English	60	39

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				10				4			
Recruited	1	0	0	1	8	2	0	10	2	1	0	3
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				5			
Recruited	0	0	0	0	0	0	0	0	3	2	0	5
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				11
Recruited	4	2	0	6
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	4	1	0	5
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	7	2	0	2	1	0	13
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	1	0	0	1	0	0	2
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	1	0	3
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
		0	1	0	

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	388	0	0	0	388
	Female	345	0	0	0	345
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	86	122	129	113
	Female	95	92	104	87
	Others	0	0	0	0
ST	Male	1	1	0	4
	Female	0	0	1	3
	Others	0	0	0	0
OBC	Male	205	182	247	232
	Female	187	192	216	212
	Others	0	0	0	0
General	Male	125	106	132	119
	Female	191	161	159	121
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		890	856	988	891

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Arts: (1) Hindi: Sem.-1:- Hindi Shrujanatmak Lekhan - 1 Sem.-2:- Hindi Shrujanatmak Lekhan - 2 (2) Gujarati: Sem.-1:- Gujarati Lekhan-Udbodhan Kaushal - 1 Sem.-2:- Gujarati Lekhan-Udbodhan Kaushal - 2 (3) Sanskrit: Sem.-1:- Sanskrit Sahitya no Parichay Sem.-2 :- Sanskrit na Arsh Mahakavyo (4) Sociology Sem.-1: Health Care and Hospital Management in Society Sem.-2: Tourism Service Management and Society Commerce: Sem.- 1:- Gandhian Economics and Rural Development - 1 Sem.- 2:- Gandhian Economics and Rural Development - 2 BCA: Sem.-1: Practical based on Problem Solving Methodologies and Programming in C and Networking and Internet Environment Sem.-2:</p>
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	Practical based on Data Structure using C Language and Web Programming
2. Academic bank of credits (ABC):	B.A.: Sem.-1 - 190 Students Sem.-3 - 139 Students Sem.-5 - 141 Students B. Com.: Sem.-1 - 42 Students Sem.-3 - 49 Students Sem.-5 - 79 Students B.C.A.: Sem.-1 - 41 Students Sem.-3 - 31 Students Sem.-5 - 30 Students
3. Skill development:	Arts: (1) Hindi: Sem.-1:- Paryavaran Prashikshan Sem.-2:- Paryatan Vyavasthapan (2) Gujarati: Sem.-1:- Gujarati Proof Vachan and Jodni - 1 Sem.-2:- Gujarati Proof Vachan and Jodni - 2 (3) Sanskrit: Sem.-1:- Yog no Samanya Parichay Sem.-2:- Sanskrit Samvad Kaushalya (4) English: Sem.-1:- Communicative English - 1 Sem.-2:- Communicative English - 2 Commerce: Sem.-1:- Personality Development and Leadership Sem.-2:- Innovation and Entrepreneurship BCA : Sem.-1: Mathematical and Statistical Foundation of Computer Science Sem.-2: Computer Organization and Architecture
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Arts: (1) Hindi: Sem.-1:- Bhartiya Nirgun Sant Parampara aur Kabir Sem.-2:- Gujarat ki Nirgun Sant Parampara aur Dadu Dayal (2) Sanskrit: Sem.-1:- Shrimad Bhagwat Gita Sem.-2:- Ramayan ma Mulyabobh Commerce : Sem.-1:- Bhartiya Nirgun Sant Parampara aur Kabir Sem.-2:- Gujarat ki Nirgun Sant Parampara aur Dadu Dayal BCA : Sem.-1: Mathematics in Ancient India : Exploring the Rich Heritage of Vedic Mathematics Sem.-2: Environmental Science: Understanding the Earth's Ecosystem and Sustainability (VAC)
5. Focus on Outcome based education (OBE):	The institute organizes various outcome based education activities time to time such as - 1 - Yoga Classes 2 - Cooking Classes 3 - Dance Classes 4 - Public Exam Remedial Course 5 - GSET & NET Exam Classes 6 - MS Office and Sun Software Training 7 - Workshop on "Android Based Automation" 8 - One Day Seminar on "Designing Computer Networks"
6. Distance education/online education:	NIL

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>Yes, Electoral Literacy Club (ELC) has been set up in the college since the year 2019-20 till today.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>Yes, the college has appointed students' co-ordinator and Co-ordinating faculty members as well. The ELCs are functional properly under the leadership of Mr. B. K. Parmar as the co-ordinating faculty member of the institute. The year-wise students' co-ordinator are as follows : Year : 2019-20 (1) Jasmin Chhanabhai Timbadiya (2) Bhoomiben Rameshbhai Borad Year : 2020-21 (1) Boricha Suresh I. (2) Shingala Dhara B. Year : 2021-22 (1) Bagada Bhavesh S. (2) Gohil Umesh H. Year : 2022-23 (1) Parmar Sujal Rajubhai (2) Malvi Raveena Rameshbhai Year : 2023-24 (1) Rathod Keyur Sureshbhai (2) Jadav Sachin R.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>The institute organizes many innovative programmes and initiatives undertaken by the ELCs. Such as : * Our Students and faculty members are often assisting in the district election administration process, Mamlatdar of Bagasara often asks help from our students and faculties whenever they need them. * Students do the Voter Awareness Programmes such as Awareness Campaign by playing Nukkad Natakas in the villages and streets of Bagasara. * Our college organizes lectures/speeches related to promote ethical voting with the help of Mamlatdar, Deputy Mamlatdar and BRC of Bagasara. * Our Students help the disabled persons and senior citizens to lead them to the booth for voting. Once two of our faculties are also involved in the activities to lead the senior citizens to the booth for voting. * Apart from this, our college faculties are also involved and participated in Matdan - Sudharna Abhiyan whenever Mamlatdar of Bagasara needs them. * As a Voter Awareness Campaign, our college arranges selfie point in the college campus at the time of election. * The institute also arranges Oath Ceremony for promoting ethical voting and awareness in the students.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>NIL</p>

5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.

The institute organizes a camp at the college campus to register eligible students as voters. With the help of Mamlatdar of Bagasara, the college arranges such a camp for the easy-going process and benefits for the students. Mamlatdar and Deputy Mamlatdar of Bagasara also visit the camp and faculties of our institute help the students in the process.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
891	988	856	890	869

File Description	Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 33

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
18	16	20	23	28

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
9.50701	5.24954	4.68139	12.8924	17.9923

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The institute is affiliated to Saurashtra University and strives towards effective implementation of the university curriculum through systematic planning and execution. The IQAC of the college plays a vital role in this direction. Departments are required to prepare strategic time bound plans and submit the same to the IQAC. The following strategies are followed by the institute to follow the curriculum effectively:

- In Saurashtra University, every subject has a Board of Studies. The curriculum is developed by the Board of Studies. Most of the Heads of the Departments of our institution are the members of the Saurashtra University Board of Studies. They take an active and keen interest in the curriculum development through personal involvement and as per the feedback of the faculty, students and academic experts and present them to the Board of Studies for further perusal. Furthermore, they participate actively in the Board of Studies in the development of the new/revised/improved curriculum as and when the need arises.
- Systematic allotment of subjects based on areas of specialization and interest of faculty for coming semester is done by the Heads of Departments through discussions at departmental meetings at the end of the current semester. At the beginning of each semester, the Principal arranges meeting with all the HODs. The department prepare the teaching plans as per the suggestions received from institutional IQAC if any for proper implementation of the curriculum and follows accordingly throughout the year. Each department prepare the time- table and allots to the teachers of respective departments.
- The institutional calendar of events is prepared based on the university calendar and placed before the IQAC and Staff Council. Departmental meetings are conducted to finalize unitized lesson plans and departmental activities for the semester. In large departments like Arts, Commerce, Science & Management, subject coordinators are selected to ensure uniformity in curriculum planning and deployment in multiple sections. Feedback from students on effective delivery of curriculum conducted every semester is an important aspect of the deployment. Hence, they are collected from the students. A detailed curriculum implementation meeting is conducted by the department before the commencement of academic year as per IQAC suggestions if any.
- The Continuous Internal Evaluation System of the students is an integral part of our teaching-learning process. There is a detailed Course Handout or a semester planner that is prepared by the respective subject teacher for the papers that will be handled by the teacher. The students have been encouraged continuously to study sincerely for the improvement of their performance in our college. The college has an examination committee to carry out the effective implementation of internal assessment and college examination.
- The formative approach to evaluate student's achievements includes various academic activities such as Seminars, Presentation, Group Discussion, Unit Tests, MCQs, Assignments and Project

Submission and marks are allotted for these activities. The Students knowledge of the subject is evaluated on the basis of their unit tests, presentation skill, language fluency etc. The results of the internal examinations are published as early as possible.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 04

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 2

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
17	29	00	26	18

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

- In Saurashtra University, every subject has a Board of Studies. The curriculum is developed by the Board of Studies. Most of the Heads of the Departments of our institution are the members of the Saurashtra University Board of Studies. They take an active and keen interest in the curriculum development through personal involvement and feedback of the faculty, students and academic experts and present them to the Board of Studies for further perusal. Furthermore, they participate actively in the Board of Studies in the development of the new/revised/improved curriculum as and when the need arises.
- Various efforts are made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market by giving their various opinions to the university.
- Cross-cutting issues relevant to professional ethics, gender, human values, environment and sustainability in transacting the curriculum refer to the integration of critical themes and principles across various subjects and disciplines. These issues are essential for developing a comprehensive and responsible approach to education that includes:

1. Incorporate these issues into the teaching-learning process across various subjects and disciplines.
2. Ensure that students understand the significance of these issues in their chosen field of study and future professions.
3. Develop curriculum content, pedagogies, and assessments that address these issues in a comprehensive and interdisciplinary manner.
4. Foster a culture of critical thinking, reflection, and dialogue among students and the faculty on these issues.
5. Encourage students to apply theoretical knowledge to real-world problems and scenarios, considering the ethical, social, and environmental implications.
6. Provide opportunities for students to engage in experiential learning, community service, and projects that promote sustainability, social responsibility and human values.
7. Support faculty development and training to effectively integrate these issues into their teaching

practices.

8. Encourage collaboration and partnerships with external organizations, industries, and communities to address these issues in a practical and impactful way.

- By doing so, the institute aims to:

1. Develop professionals who are ethically aware, socially responsible, and environmentally conscious.

2. Prepare students to address complex, real-world challenges and make a positive impact in their chosen fields.

3. Foster a culture of inclusivity, respect, and empathy among students and the faculty.

4. Contribute to the development of a more just, equitable, and sustainable society.

- Though the institute cannot design the curriculum, but give their opinions at the time of the curriculum design. The institute implements the syllabi for all the programmes introduced by Saurashtra University time to time. At present, the institute follows the syllabi design as per the NEP.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 1.46

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 13

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from

various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 51.36

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
333	474	322	394	372

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
690	690	690	810	810

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 72.14

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
244	338	212	270	246

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
340	340	340	398	398

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 49.5

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

- The institution puts its major focus on students' development to make learning more students centric by applying various methods. The institution has a transparent mechanism to monitor and evaluate the quality of teaching and learning.
- Our institution puts its major focus on students' development and for that institution does all the possible activities for students. The institution believes such students can learn more from practical rather than only bookish knowledge. The institution makes learning more students centric by applying the following:
 - Various committee member's put their extra efforts for development of the students.
 - To counsel academically weak students and to play an important role in helping students cope with academic, extra-curricular and personal problems.
 - Extra coaching is provided to slow learners.
 - To help students to balance between professional and personal goals.
 - Each teacher is assigned and acts as a mentor for a group consisting of the min 15 students. It may vary from dept. to dept.
 - For better students, mentors assign them different activities like debate, English speaking, and social activities, to be engaged and tend to be more excellent.
 - Pre-job trainings and English speaking are more to inspire for better placement.
 - Extra classes are allotted for doubt clearing
 - Monthly test are conducted and evaluated to measure progress
 - Some orientation classes are organized department wise on psychological boost of the morale of students.
 - The faculties use teaching aids like multimedia projectors, computers, laptops, e-journals and video lectures for teaching through advance technological education.
 - Open ended discussion is held in classroom and students are motivated to participate in such discussion and put for the view on any point.
 - The students are motivated for developing their skills by participating in various activities like Group Discussion, Presentation, Industrial study etc.
 - ICT related programmes have been arranged to make students and staff familiar with technology enabled education. The different departments use platforms for online conduction of classes and sharing notes, materials and other information using Google, MS Team, Zoom etc. Whenever required students' online test and feedback is taken through google form. The college has been constantly upgrading the facilities like projectors, computers etc. for better dissemination of information.
 - Efforts are made for the improvement of their knowledge quality by comparison of theory aspects and practical knowledge.
 - The various committees are available to suggest the institution to make the students the central point and put possible actions for student development.
 - The performance of students is examined through the continuous internal evaluation system viz. class-tests, question-answer sessions, debates, presentations, online MCQ tests, assignments etc. which is an integral part of teaching-learning process. The examinations & evaluation process of all the disciplines are conducted by the University at the end of each semester.
 - The institution also arranges all the possible facilities as per the current scenario of education for students and looks forward for the future needs. The institute develops intellectual, personal and professional abilities through effective communicative skills; ensuring high standard of behavioural attitude through literary subjects and shaping the students socially responsible citizens.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 106.06

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
18	18	21	21	21

File Description

Document

Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 59.05

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
12	12	13	12	13

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

- The Continuous Internal Evaluation System of the students is an integral part of our teaching-learning process. There is a detailed Course Handout or a Semester planner that is prepared by the respective subject teacher for the papers that will be handled by the teacher. The students have been encouraged continuously to study sincerely for the improvement of their performance in our college.
- The examinations & evaluation process of all the disciplines are conducted by the University at the end of each semester. Declaration of the result is time bound programme. The college has also implemented various reforms in Continuous Internal Evaluation System. At the beginning of each semester, the students are instructed about the syllabus and evaluation process. The formative approach to evaluate student's achievements includes various academic activities such as Seminars, Presentation, Group Discussion, Unit Tests, MCQs, Assignments and Project Submission and marks are allotted for these activities.
- The Students knowledge of the subject is evaluated on the basis of their unit tests, presentation skill, language fluency etc. The Unit Tests are conducted at regular intervals which include subjective and objective type questions. The students are asked to submit their term papers i.e. assignments within the stipulated time.
- The examination committee plans and implements the internal evaluation process in order to evaluate the students' performance prior to the external examination. The internal examination schedule is coordinated with the academic calendar. The college takes care to maintain the confidentiality in the work of internal examination process. Whenever there is a change in the evaluation method as per direction of university, it is communicated to the faculty as well as students by circulating a copy of the university direction.
- The utmost care is taken for the maximum attendance of the students. The results of the internal examinations are published as early as possible. The concerned subject teachers conduct a

personal interface meeting with the students. The results are analyzed to identify slow and advanced learners. The IQAC monitors the evaluation process in its meetings and makes suggestions for improvement.

- The External Examination and Evaluation is taken by Saurashtra University at the end of the each semester. The faculty of the institute is also assigned the paper assessment duty at the Conventional Centre, Saurashtra University, Rajkot.
- Apart from this, the institute has a Grievance Redressal Cell for giving prompt redressal of appropriate grievances through Grievance Redressal Cell and Women Empowerment Cell.
- The complaint from students are collected through the complaint box. Grievance Redressal Cell and 'Shakti' Women Empowerment Cell collect all the complaint and their grievances to the principal or to a specially created complaint box. The Women Empowerment Cell deal with the complaints of sexual harassment and any other type of harassment of the female students & women staff of the Institution.
- All complaints received are processed, communicated and resolved by the IQAC of the institute. The IQAC takes immediate suitable action for the complaint collected by the Grievance Redressal cell.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The institute has clearly stated learning outcomes of the programs and courses. The following are the learning outcomes of the students:

Departments of Arts & Humanities Programme Outcomes:

- Apart from these the institute develops intellectual, personal and professional abilities through effective communicative skills; ensuring high standard of behavioural attitude through literary subjects and shaping the students socially responsible citizens.
- On successful completion of the programme, the students are introduced to communicative skills, to define, classify and understand the methods of communication, to improve their daily life skill.
- On successful completion of the programme, the students will be accurate both in oral and written communication as they will be strong in grammar and its usage in the languages viz. English, Gujarati, Hindi, Sanskrit.
- Students can work anywhere in India, as they know Hindi- our national language. In many other

countries also, Hindi is used as an official Language as well as second Language. So they can easily be employed in those countries also.

- By having good communication skills and command over any language one can become a good speaker. Having good command over particular language one can present himself in better way.
- It inculcates communication skills as well as ethical and moral values among students.
- A degree in economics provides students with a solid foundation for a career in business, government or with the non-profit organization. In this programme students will study how societies, governments, households and individuals create, use, manage and distribute resources.
- To make students aware of the issues of inflation, unemployment, poverty, GDP and Balance of payment.
- To impart the knowledge of banking, marketing and different sections of economy so that students will get job opportunities in different economic, financial, banking, marketing and other sections of economy.

Department of Commerce Programme Outcomes:

- This programme provide well trained professionals for industries, insurance companies, transport agencies, banking sectors, financial companies, warehousing etc. to meet the well trained manpower requirements.
- The graduates will get hands on experience in various aspects acquiring skills for marketing manager, selling manager, over all administration abilities of the company.
- It provides students with the knowledge and technical skills in the accounting and financial fields.
- By virtue of the training they can become a manager, accountant, management accountant, bank manager, company secretary, and professor etc. course outcome.
- On the successful completion of this course the students acquires the knowledge about the various types of business organizations and office management.
- The students are enabled with the knowledge in the practical applications of accounting.
- The students should be well versed in the fundamental concepts of auditing, entrepreneur, knowledge in the finance institution, project report incentives and subsidies.
- The student should be able to work efficiently in MS-PowerPoint and Tally.
- This course enables the students with the knowledge about the capital budgeting, working capital, cash management and financial management techniques.
- The student acquires the knowledge in the management accounting techniques in business decision making.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Attainment of programme outcome and course outcome is measured through the following by the institution:

- **Direct Assessment:**
- By internal assessment such as exams, quizzes, online MCQs and assignments, class tests etc.
- By projects, presentations and performances
- **Indirect Assessment:**
- By applying methods like surveys, group discussions and interviews
- By alumni and employer feedback
- Through retention and graduation rates
- Through student participation in co-curricular and extracurricular activities
- Through student placement and higher education statistics
- **Assessment rubrics:**
- Clear criteria and standards for evaluating student performance
- Used to ensure consistency and fairness in assessment
- By attaining POs and Cos, students demonstrate their mastery of essential skills, knowledge and competencies etc.by preparing them for success in their chosen fields. The institution use this data to refine programmes, courses and teaching methods, ensuring continuous improvement and academic excellence.
- Handbook of Program and course outcome provides a mapping for each outcome. The course outcomes are matched with program outcomes and learning objectives. Evaluation Process and attainment of course outcome is linked by defining type of assessment and is strictly practiced.
- IQAC suggested to prepare early planning to every faculty member for their respective course and simultaneously take the follow up for the implementation of the same. On some deviation principal takes appropriate action for the enhanced attainment of programme as well as course outcome.
- The course outcomes are categorized in cognitive, affective and psychomotor activities. Theory examination both internal and external, submission of assignments, MCQ test and projects measure cognitive outcomes using pen and paper tests and written submissions.
- Observation scale for performance in group projects and class activities measures affective outcomes. Psychomotor outcomes are measured using practical and skill-based examination as well as student centric co curriculum activities. Thus, the institute makes all possible efforts for attainment of programme outcome and course outcome.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 48.11

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
158	111	96	160	113

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
254	239	231	335	267

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.66

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0.0	0.0	0.0	0.0	0.0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Our institution has established a comprehensive ecosystem to foster innovations and promote the Indian Knowledge System (IKS). The institution has created an ecosystem in conformity with contemporary trends for transfer of knowledge, collaboration for faculty exchange programmes, Functional MOU for dissemination of knowledge and information to the stakeholders and for research and other academic activities. Transfer of knowledge at the institutional level involves interaction and interdependence among different faculties, other institutions and agencies operating from different colleges. The college has already entered into collaborative agreement with other institutions for faculty exchange programme and several MOUs have been signed.

Professional development training programmes for teaching, non-teaching and students have been organized by the institution on a regular basis over the last five years. There have been training programmes on teaching learning, ICT, Value added and skill enhancement courses, gender and psychological issues, technology, health and hygiene, energy and environment, yoga and meditation and so many other issues relevant to contemporary lives and society. The institution has played a leading role

in this regard by inviting teachers and scholars with expertise on relevant fields from different parts of the world to deliver lectures on contemporary issues. There has been regular interaction between the institutions and other institutes like Shree D. K. Kapuriya Arts College and Smt. S. B. Gardi Commerce College, Kalavad, Matushri Dudhiben Dayabhai Bhimani & Kashiben Naranbhai Gevariya Commerce, B.B.A. & B.C. A. College, Amrapur, Shri M. D. Sitapara Commerce College, Amreli, Government science College, Bagasara for transfer of knowledge, skill and technology involving the teachers and the students. Different professional and technical courses have been introduced by the institution pertaining to the needs of the students and the demands of the contemporary economy and the society.

Research paper publication is another area in which the institution can claim a measure of success. Teachers have published research papers in scholarly journals, with international recognition .There have been publication in different fields like Literature and Humanities. The annual performance appraisal system motivates faculty to enhance their research performance. Teachers are encouraged to undergo professional development programmes and organize and participate in conferences, seminars and workshops.

The college plans to publish a multi-disciplinary journal in the near future which will aspire to motivate the faculty members for independent and multi-disciplinary research.

The CBCS curriculum prescribes project work for various courses which promotes independent thinking and research aptitude amongst the students. The college also encourages peer teach participative learning and inculcate the habit of creation and transfer of knowledge.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.39

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
7	2	1	1	2

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.18

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	1	3	1

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The institution has regularly and successfully carried out various extension activities in the neighborhood community by sensitizing students to different social and environmental problems. The college has identified itself with the community and motivating the stakeholders to get involved in social work. This helps in fostering their holistic development and at the same time benefits the community. The stakeholders of the institution are actively involved in getting the students motivated to do some community development work for the resolution of different social and environmental issues.

The NSS unit of the institute with active participation of teachers and student volunteers are regularly engaged in various community development programmes at neighborhood localities and in adopted villages. The NSS unit has done a lot of work including conduction of Health check-up camp, Eye check-up camp, Blood Donation camp, Veterinary camp, Anti-tobacco Awareness Programme etc. Seminar and Workshops on various social issues like gender, women empowerment have also been conducted periodically for raising the awareness level.

The NSS volunteers are also engaged in maintaining the greenery and cleanliness of the campus and surrounding areas. Tree plantation programmes in the campus have also been carried out as part of environmental awareness. The students have also actively participated in rallies on various socially relevant issues like Aids Awareness Rally, Swachha Bharat Abhiyan, Voter Awareness Programme, Cyber Safety, ‘ Betty Bachao, Betty Padhao’, ‘Safe Drive Safe Live’, ‘Anti-Plastic campaign’, ‘Promotion of Bicycle as means of transport’, etc. are organized during the year. Besides, the students

visited the adopted villages periodically and conducted various community development activities under the Unnat Bharat Abhiyaan.

The NCC unit of the institution organizes parades and drills at the time of the celebration of national festivals and thus develops the spirit of discipline, precision and teamwork. The NCC cadets also participate in the community services such as blood donation camp, natural disaster relief and social service. During the pandemic period, sanitizers and masks were distributed among the villagers and awareness lectures were also conducted.

The NCC cadets are also participate in various camps such as CATC, TSC, EBSB, Pre-RDC, Trekking camp, Mountaineering, Rock Climbing and Water Sports camp throughout the year. Apart from these, the cadets also reach their hands for the community welfare activities such as Nukkad Natakas, statue cleaning, cleanliness campaign and distribution of food to slum people.

The institution recognizes its crucial role of empathy and leadership during natural calamities and disasters. The community service and social work has immensely benefitted the target group and also contributed towards environmental sustainability. Thus the institute aims to develop cadets' physical, mental and moral qualities by preparing them for leadership roles in various fields.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Not Applicable

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 16

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
4	4	0	4	4

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 7

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Campus Area

- At present, the institute has a big college campus which is spread in 2.09 acres, in which there is a big Principal Office, two Administrative Offices, one NSS Office, one NCC Office, Staff-Room, one Library, one Reading Room, one Ladies Room, one Computer Lab, One Multimedia Room/Seminar Hall with ICT facilities, one Gymnasium, one Canteen, 16 Classrooms and a large play ground as well.
- Apart from these, there are three water filters/coolers for cold water system in the institution, 15000 feet underground water tank for storing underground water, 5000 liter water tank on the roof top of the college building and a water bore well facility as well. There is a water harvesting facility for water recharge. There is a solar panel of 10 kilowatts on the roof top of the college building for the purpose of electricity generation and saving.
- Along with this, the campus is green campus in which there are various trees including 48 old trees, 628 new trees, 180 flower plants, and 70 creepers. Total 926 plants and trees including Ayurveda trees and the trees which feed birds.

Classrooms

- The institute has 16 classrooms. All the classrooms are maintained with regular cleaning and maintenance. They are fully airy and ventilated. The classrooms are having fully furnished.

Computing Equipment

- The institute is updated with computer facility. Internet connection for IT facility is also functional.
- The institute includes library, seminar room, staff room, administrative office, as well as principal office along with IT infrastructure. The college has a total 32 computers as well as printers, photocopiers and scanners.
- Two classrooms are having Projector facility. There are three televisions for multipurpose use in the institution. All rooms are equipped with CCTV cameras. The IT facility of the college will be updated regularly. Pre-maintenance and post-maintenance of IT related work is done regularly by appointing an IT team when it requires.

Computer Laboratory

- The institute has a big computer lab for students. To protect computer lab, IT service experts' help is taken. Students are given information about computer lab prohibition through its rules and regulations. To protect computer from damage, we use UPS to prevent computer from shutdown. Power supply of proper voltage is checked properly and set up for update of computers done on monthly basis. Moreover, antivirus programme is installed too for each and every PC.

Sports complex (indoor and outdoor)

- The institute has a standard and a large sports ground in which volley ball, kho-kho, kabaddi and other outdoor sports activities are held. The college also has an indoor stadium for badminton, table tennis etc. The institutional sports committee is in-charge of the sports complex and equipments. The committee supervises the maintenance and repairing of the ground if need arise. Moreover, proper care is taken to protect the ground and sprinkling of water is also done regularly. Apart from this, proper maintenance of all the equipment of sports and cupboards are also done regularly.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 13.16

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
3.65270	0.54665	0.12855	0.7820	1.51200

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

- The institute has a large library for the benefit of the faculty and students as well. The total carpet area of the college library is 855.14 square feet, and 989.69 square feet area is for reading room. The reading room has enough seating capacity of 24 students to sit and read.
- The library has a total collection of 17,104 books, including 10470 reference books and 6634 text-books. Book bank facility is also available in the college library. The collection of the library is relatively good, in which encyclopedias, dictionaries, reference books are present.
- Moreover, there is also a collection of old year question papers, which is useful for the faculty and students. Magazine bindings are kept in cup-boards, which prove to be an useful source of information in the future and in the present. Due to the book bank facility, the students get the text-book easily.
- The library has a xerox machine which makes it easy for students to print information and which is free of charge. With the facility of internet and wi-fi, students and staff can get the information when they need any kind of online data.
- When new books arrive in the library, they are kept in the new arrival stand. There is also a stand arrangement for newspapers and magazines available in the reading-room. The entire library is managed by SUN SOFTWARES.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

IT Infrastructure Facility:

- The college has enough facilities of IT infrastructure for the greater benefit of students and faculty members.
- IT infrastructure is provided to some of the classrooms, library, seminar hall, staff room, administrative office, and Principal's office. The college has 32 computers, 4 printers, 1 photocopy machine with scanner.

Internet Bandwidth:

- The institute has a GTPL Wi-Fi internet connection having 200mbps bandwidth.
- The institute also has an Airtel internet connection having 60mbps bandwidth for office work purposes.

WhatsApp Groups:

- There are 3 departments available in the institution and each department has WhatsApp groups for the students of each semester through which they provide necessary instructions and information to the students.

Extra IT Facilities of the Institute:

- The institutional building is surveillance under 58 CCTV cameras.
- The intuition building is covered with Wi- Fi facility.
- The website for the college is regularly updated.
- The college has given priorities to communicate electronically via mail, WhatsApp etc. and insist of paperless work.
- The different departments use platforms for online conduction of classes and sharing notes, materials and other information using Google, MS Team, Zoom etc.
- The college has been constantly upgrading the facilities like projectors, computers etc. for better dissemination of information.
- The administrative office's appliances and equipments like computers, Scanner, printers etc. are maintained and upgraded regularly.
- Whenever required students' feedback is taken through google form.
- The college hires computer technicians and service providers for any malfunctioning or damage of computers, laptops etc.
- The college has been installing and updating antivirus in all desktops and laptops from time to time, computer formatting is also done when need arise, replacement of hardware of old computers etc. are also done quickly.
- The institution has hired a specialized IT technician, who takes up responsibility of looking after

the necessary upgradations of the IT facilities, as well as the repairs and maintenance of the various IT facilities of the institution.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 27.84

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 32

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 81.05

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
9.01175	7.58510	5.85641	8.38092	9.94995

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 5.12

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
42	44	53	49	42

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 29.39

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
286	284	150	311	290

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 6.93

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
17	13	9	17	29

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
240	247	253	241	245

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 1.31

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
4	2	1	4	4

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 48

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
23	11	0	6	8

File Description	Document
Upload supporting document	View Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 12.6

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
22	17	0	12	12

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

- The institute has an unregistered Alumni Association. The meeting for alumni association has been arranged once in a year. In this meeting the problem is discussed and feedback is taken and corrective steps to be taken for future.
- The meeting for alumni association has been arranged once in a year.
- The faculty of the college maintains good relation with the alumni association and any suggestions given by them regarding the academic or any other related issues / improvement are considered by the IQAC Committee.
- Alumni feedback is taken formally during the annual meet and informally during faculty- alumni interactions. The feedback is noted down by the chairperson of the Alumni Association.
- The institute invites the alumni of the institute at the time of the annual function of the college. The alumni of the institute contributes to the development of the institute by giving their moral and financial support to the students by helping them in the following matters:

- 1.By donating their books
- 2.By donating their old uniforms to the needy students.
- 3.By contributing to socio-literal-cultural activities.
- 4.They also help the students by interacting with current students through lectures, group discussion, email etc. in the field of their expertise.
- 5.By helping in sports and cultural activities.
- 6.By helping the institute in evaluation of course and academic activities.
- 7.By providing their guidance in the field of academic / sports / NSS / NCC /cultural activities etc. in the field of their expertise.
- 8.By sharing industry expertise and experience with students
- 9.By connecting students with industry professionals and potential employers.
- 10.By providing career advice, job opportunities and internship placements.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The vision of the college is to provide qualitative education with equal opportunities for boys and girls in the backward region of Bagasara by producing graduates according to the regional needs of the time. It also aims to create an excellent educational environment in which students can attain a variety of goals by contributing in nation building by providing value based education. The mission of the college is to commence and run certificate, diploma and degree courses by nurturing an environment that promotes healthy and intellect minds by synergizing the benefits of academics, sports, NSS, NCC and extra-curricular activities. The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system.

- 1. Principal:** Principal is the chief person of the IQAC the management has provided operational autonomy to undertake activities in the institution. The principal in consultation with the teachers' coordinator and members of various committees for planning and implementation of difference academic, administrative and related policies. All these are based on the unanimous decision of the IQSC and the staff.
 - 2. Faculty:** The faculty members are the coordinators and the members of the various committees nominated by the principal in consultation the governing bodies. Every year the composition of the committees are charged to exposure of duties for academic and professional development. Following are the committees nominated by the Principal: Admission Committee, Library Committee, Discipline Committee, Sports and cultural committee, Examination committee, Internal Quality Assurance Cell, Admission Committee, Time- Table & Annual planning Committee, U.G.C. Correspondence Committee, Student Counselling Centre, N.S.S., Social Activity & Social Interaction Cell, Sport Club, Research Committee, 'Shakti'-Women's Empowerment Cell, SC/ST/OBC Cell, Literary Circle, Cultural Committee & Extra- Curricular Activity, First Aid Centre, Environment Awareness Cell/ Nature Club, Loan And Fund Committee, Renovation And Maintenance Committee, Study-tour Committee, Library Advisory Committee, Alumni Association. Apart from these, as per Government guidelines following committees are constituted. (1) Carrier guidelines and Placement Committee (2) Grievance and Redressal Cell (3) Anti-ragging Committee.
 - 3. Non-Teaching Staff:** Non-Teaching staff are also the members of the IQAC. Their suggestions are also considered while framing the policies and taking important decisions.
- The institution promotes the culture of participative management at the strategic level, functional level and operational level.
 - The Principal, the IQAC and all the faculties are involved in defining policies & procedures, framing guidelines and rules & regulations pertaining to admission, examination, discipline,

grievance, support service, finance etc.,

- Faculty members share knowledge among themselves students and staff members which working for a committee.
- The principal interacts with government and external agencies and faculty members maintain interactions with the concern department of affiliating university. Students and office staff join hands with the principal and faculty for the execution of different academic administrative, co-curricular and extra-curricular activities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The institute follows government rules and regulations for all the administrative set up, appointment, service rules and procedures. The institute appoints the grant-in-aid staff when the government gives the NOC and vacancy for the required post. Till then the institute appoints the temporary / visiting faculty when the need arises. We have fully qualified and dedicated staff. Thirteen teachers have completed their Ph. D. Among them six are M.Phil. Degree holders too. And four of our faculty members have also passed NET/SLET examination, eight of our faculty members are Ph. D. level research guides, four Minor Research Projects are completed by our faculty members. Institution has many faculties who have Ph. D guideship who deliver talks during course work lectures.

The institute has formed various committees for the smooth functioning of the different activities. The institute applies the following strategies for effective development and deployment.

Curriculum Development

- In Saurashtra University system, every subject has a Board of Studies. The curriculum is developed by the Board of Studies. Most of the Heads of the Departments of our institution are the members of the Saurashtra University Board of Studies. They participate actively in the Board of Studies in the development of the new/revised/improved curriculum as and when the need arises.

Teaching and Learning

- Use of computers.
- Use of innovative methods.
- Interaction with students which reduces gap between teachers and students.
- Friendly atmosphere.
- Student - centered learning process.
- Use of multimedia, laptops & LCD etc. are used in teaching and learning.

Examination and Evaluation

- The institution has a transparent mechanism to monitor and evaluate the quality of teaching and learning. The performance of students is examined through the continuous internal evaluation system viz. class-tests, question-answer sessions, debates, presentations, online MCQ tests, assignments etc.

Research and Development

- The institution also encourages the faculties to participate in various academic programmes and events like National/International Conferences, Seminars, Workshops, and FDPs etc. to enhance their knowledge with the current era.
- IQAC also motivated the staff for minor/major research programme.

Library, ICT and Physical Infrastructure / Instrumentation

- The institute has a big library with a large reading room for students to sit and read. Book bank facility is also available in the college library which includes encyclopedias, dictionaries, textbooks, reference books, magazines, journals, newspapers etc.
- ICT related programmes have been arranged to make students and staff familiar with technology enabled education.
- The institute has adequate, well-maintained, and regularly upgraded infrastructure and learning resources.

Human Resource Management

- All the faculty members are involved in different activities like Saptdhara Udisha etc.
- To develop various skills in the students, School Finishing Program is organized every year. The college has established Career Counseling Cell and UDISHA Club which caters the placement needs of the students.

Industry Interaction / Collaboration

- The institute interacts with industries for placement.
- IQAC & Career counselling interacts with the institute for placement.

Admission of Students

Generally all the students are enrolled on their merit base performance in the institution.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

IQAC conducts the performance appraisal of the institution by collecting the feedback from the students and alumni about teachers' classroom performance and office management. The objective of SSS is to measure the student's level of satisfaction on their experiences with the institute covering the teaching learning process. Feedback forms are designed for students so as to facilitate their understanding of the

course contents and their expectations. Alumni feedback is taken formally during the annual meet and informally during faculty- alumni interactions. Feedback obtained is studied and analyzed through discussion by the IQAC and faculties of the institution. The institute organizes regular parent -teacher meet to discuss about the educational progress of the students and suggestions regarding academic & administrative reforms by the parents are heartily welcomed and implemented.

Performance appraisal of the teaching and non-teaching staff is conducted by the Principal of the institute. Necessary and important performance appraisal are noted in the employee's service record by the Principal. At the time of the promotion of the employee, the Principal provides necessary performance appraisal reports/certificates highlighting the significant contribution of the employee in his/her duty which are then considered in API evaluation and sent for approval of higher authority.

The institute provides following welfare for the benefits of both teaching and non- teaching staff:

- The institute follows the university/government rules applicable from time to time for the benefits of the faculties.
- The institute provides the leave benefits to the faculties as per the University and UGC norms for Casual Leave, Duty Leave, Maternity Leave, Paternity Leave, and Leave for participating in seminars/workshops and paper assessment etc.
- Retirement, Gratuity, Pension and all other benefits are given as per the UGC and Government rules.
- Monetary Assistance are given by the institute to the wards of the support staff by providing uniforms, woolen clothes, shoes and rain coat and washing allowance etc.
- The institute has a 'Dhanak College Karmachari Grahakdhiran Sahkari Mandali', who provides loan facility, saves extra income with a favorable interest.
- First Aid facility, clean drinking water facility, canteen facility, parking facility, Gym facility etc. are available in the college campus for the benefits of the faculties and students of the institute.
- Monetary help are given by the institution in case of health related emergencies.

Permission is readily granted to teaching and non- teaching faculties to take part in FDP for their professional development by the Principal.

- The institution encourages the faculties to participate in various academic programmes and events like National/International Conferences, Seminars, Workshops, and FDPs etc. to enhance their knowledge with the current era.
- The institute also provides financial support to attend such academic programmes to the faculties.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and

towards membership fee of professional bodies during the last five years

Response: 28.57

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
5	7	1	8	9

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 119.4

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
21	27	61	23	28

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
5	6	6	6	6

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The institute submits various proposals to meet the requirements of funds for construction, upgradation and renovation of building, classroom, office, library and other basic infrastructure / instrumentation, requesting financial assistance from UGC, State Government and the Management. The institute has also generated some fund by introducing self- financing courses. The faculty of the institute also submits their proposals to different funding agencies like UGC and other bodies for financial help to carry out major and minor research projects. All financial transaction is supported by vouchers for proof. All funds / grants are deposited in the bank and then all expenditure recurring and non- recurring, are incurred through cheque.

The Institution conducts Internal and External financial audits regularly.

The internal audit :

The internal audit of the institution is entrusted to qualified chartered accountants who thoroughly check and verify all the financial transactions with the supporting documents. All the vouchers are audited on the yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the

bills and vouchers. If any discrepancy found, it is brought to the notice of the Head of the institution and then the corrective steps are taken.

All the vouchers are examined during this internal audit. The expenses incurred under different heads are thoroughly checked by verifying bills and vouchers. During such verifications, any errors or omissions detected by the auditors are immediately corrected and rectified by the institution. Precautionary measures are taken to avoid recurrence of such errors in future.

The external audit :

The external audit of the institution is carried out by the auditors as per the provisions of the government rules and regulations. The External audit of the institution is done by a government representative from the Direct Payment Branch, Gandhinagar. The auditors ensure that all the payments are duly authorized after the audit. Then the report is sent to the Management for reviewing. Any queries and doubts in the process of audit would be attended immediately by providing supporting documents within the prescribed time limits. The institution has not faced any major audit objection during the past many years. All these measures exhibit the transparency maintained by the institution. The institution has always adhered to the transparent discipline in financial matters to avoid any defalcation of funds or properties of the institution. The audited statements are duly signed by the authorized auditors and the authorities of the Management.

File Description	Document
Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

- The college IQAC Cell is established on 1st October 2009. The IQAC of the college plays a vital role and is continuously making efforts for quality enhancement through various strategies, practices and initiatives by setting parameters for fulfilling academic and non-academic learning goals throughout the year. The IQAC mainly focuses on the improvement of quality enhancement of students, teaching and non-teaching staff to fulfil the purpose it regularly organizes workshops, seminars, informative lectures throughout the year.
- At the beginning of each semester, the Principal arranges meeting with all the HODs. The department prepare the teaching plans as per the suggestions received from Institutional IQAC. The institutional calendar of events is prepared based on the university calendar and placed before the IQAC and Staff Council.

- Students' feedback is one of the prime measures to access the quality of teaching learning process of the institute. IQAC has framed a questionnaire covering maximum aspects of the teaching learning process. The objective of Student Satisfactory Survey (SSS) is to measure the student's level of satisfaction on their experiences with the institute.

Moreover, the IQAC also focuses on the following activities:

- To introduce new students with the institutional facilities, various activities which regularly organizes in the institution throughout the year and achievement of the staff members.
- To prepare the annual calendar for various activities and different competitions to be organized at the institution.
- To prepare a Planner for the completion of New Term Syllabi and complete the syllabus according to the planner prepared.
- To preserve our Indian culture as well as to maintain our ethical and moral values in the students; celebrate the functions like 'Premchand- Jayanti', 'Gandhi-Jayanti', 'Kalidas-Jayanti' 'Gurupurnima', 'Navratri' etc.
- To encourage girl-students, organize the programmes related to girls such as Mehndi Competition, Hair-Style Competition, Sadi- Competition, Cooking Competition, Rakhi Competition etc. as part of Women Empowerment.
- To arrange different activities in present term which remain incomplete during the first term.
- To promote participation of students' in academic, co-curricular, extra-curricular, NSS, NCC, community useful services etc.
- To arrange Internal Exams, MCQs, Assignment Submission and Presentation by students etc.
- To arrange Annual Function, Last Year Students' Farewell Function and Prize Distribution Program for Toppers.
- IQAC also concentrate on collection and analysis of feedback by students on teachers related to their teaching as well as feedback on syllabus from students, faculties and alumni.

Nowadays, the IQAC with our entire staff is engaged in preparation and planning of focusing on the NAAC Criterion assigned to us as well as the questions linked with other Criterion. So time to time meetings and discussions and planning takes place which then becomes action plan.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**

4.Participation in NIRF and other recognized rankings

5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Safety And Security:

1. Our institute is located in rural area with natural setting; therefore special measures are taken for security and safety. The campus is protected from long compound wall. Security guard is employed for 24 hours in the campus.
2. While entering the Institution premises it is mandatory for the students enrolled at this institution to wear the ID card issued by the Institution. This helps to keep a check on the entry of unscrupulous, anti-social elements on the campus.
3. The identity of any visitor to the institution is first checked by the watchman and then communicated to the Institution office.
4. The campus building is under CCTV surveillance.
5. Anti-Ragging Cell: Ragging in any form is strictly prohibited inside the institution campus. The authority of the institute deals students seriously who indulge in any such activity. Anti-ragging cell has been established in institution as per the UGC guideline and plays a vital role in the welfare of the students. The information regarding Anti-ragging cell is displayed at institution campus and institution website also.
6. Grievance Redressal Cell and 'Shakti' Women Empowerment Cell: All stakeholders including students, faculty members and parents can complain about their grievance to the principal or to a specially created complaint box. All complaints received are processed, communicated and resolved.

Objectives:

- To deal with the complaints of sexual harassment and any other type of harassment of the female students & staff of the Institution.
- To process all the individual complaints and take immediate suitable action.
- To provide assistance to the in-charge faculty/convener for taking preventive steps in the matter of gender discrimination and sexual harassment.
- To review the guidelines for redressal of the grievances as required from time to time, in

accordance with those guidelines outlined, issued by the higher authorities.

Counselling:

- 1.Regular teachers of the institution are appointed as mentors for counselling of students. In the group of two mentors 50 students are allotted. To help them two senior students per group also play the vital role.
- 2.The institute displays and communicates students the list of counselling groups (including mentor, senior students and allotted students) at the begging of the academic year.

Mentors are helpful in students' academic, administrative and personal social problems. They are counselling students from time to time. They also use their expertise to help and guide the students in their regular study and improve their performance.

Common Room:

- 1.The Institution has provided rooms for socialization along with the requisite facilities. A good hygienic sanitation and rest room facilities are provided to the girl-students.

There is separate washroom for girl-students and ladies staff members of the institute. The facility of special ladies staff room is also provided to the ladies faculty of the institute.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1.Alternate sources of energy and energy conservation measures**
- 2.Management of the various types of degradable and nondegradable waste**
- 3.Water conservation**
- 4.Green campus initiatives**
- 5.Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of

students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

- The vision and mission of the institute is aimed towards creating an inclusive environment through the implementation of proper education to all students coming from all parts of the society irrespective of class, religion and culture. To plant the seed of tolerance and harmony towards cultural, regional, linguistic differences.
- The institute celebrates many important days such as Republic Day, Independence Day, Gandhi Jayanti, KalidasYayanti, Women's Day, RastriySayar Shri ZaverchandMeghaniJayanti, PremchandJayanti, celebration of Mother Tongue day, Hindi Day, Sanskrit Day etc. to nurture the sense of tolerance, peace and harmony, patriotism in one hand and gender equity, tolerance towards linguistic and cultural differences on the other hand. Various cultural programmes advocating tolerance, peace and harmony are organized on these days which advocate cultural and linguistic harmony among the students.
- To promote a sustainable environment, Swachh Bharat campaigns and Tree Plantation drives are organised. As part of the campaigns, environmentally safe practices such as plastic ban, water conservation, waste segregation, cleanliness and anti-pollution campaigns are implemented. Students are also sensitized to adopt green practices, conservation of natural resources, alternative sources of energy and renewable energy.
- Additionally, the National Service Scheme (NSS) and the National Cadet Corps (NCC), units arrange activities and parades that promote unity, constitutional obligations and patriotism among students and staff. Students learn to practice their duties and responsibilities of citizen by providing community services to the people of the adopted villages through NSS.
- Through electoral literacy clubs and youth parliament competitions, the students learn their democratic rights as a responsible citizen of India. Army Day and Kargil Vijay Divas are observed to pay tribute to the Indian Army for their relentless service to this nation.
- Realizing the importance of equal opportunity, the college offers scholarships and financial aid to the students from economically weaker section of the society.
- The institute has created additional facilities for female students and has established a Women's empowerment Cell to provide various female related training, guidance and competitions for the benefit of the girls students. The institutional campus is under CCTV surveillance for the safety and security of the students. There are Anti-ragging committee, Disciplinary committee, Grievance Redressal Cells etc. to protect the rights of the students and make the campus atmosphere peaceful.
- There is also a code of conduct for students, teachers and non-teaching staff to maintain discipline and smooth function of the institute. The institute has its dress code for students, teaching and non- teaching faculties.

Other Programmes organized by the college includes:

1. Blood Donation Camps:

- The institute with NSS and NCC organizes blood donation camps to create awareness and generate sense of responsibility towards society through teamwork.

2. Yoga Day Celebration:

- The institute also celebrates International Yoga Day (21st June) every year with all the students and teachers in the college campus.

3. Cultural Competitions:

- Every year the institute arranges Fresher's Day for the new students, Farewell Ceremony for final year outgoing students, Annual Function, Sports Week, Navratri Festival and various competitions under Saptdhara.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

- The College is very keen to watch trends. Before the market forces catch us off-guard, we prepare new programmes, faculty and facilities of international standards. This practice lends the curriculum viability to cater to diverse needs of society and to direct the students to make a wise choice matching with the national and international trends.
- The aim of the college is to equip the students with global competencies, so that they could meet with the demands of the changing scenario successfully. Keeping in mind this aim, the institution studies the national and international trends, makes choices of programmes accordingly. Wherever it is needed, it designs innovative programmes to provide a new choice to the students. This practice has boosted the image of the institution in the public eye, and has attracted more students from the region.
- The multifarious curriculum offers a wide range of job-oriented and skill based programmes and provides options to the learners to match their aptitude and interest with the subject of their choice.

1. UG Level Programmes:

- **B.A. (Bachelor of Arts)**

Six Semester Degree Programme:

Students in arts and humanities have diverse subject options in languages, social sciences, fine arts and economics. These can open up avenues in fields as diverse as journalism, advertising, foreign trade and

civil services.

- **B.COM. (Bachelor of Commerce)**

Six Semester Degree Programme:

Students in commerce faculty have also a wide range of subjects to study such as accountancy, business organization, business management, economics, statistics, human resource management, business communication etc. Hence, they get an exposure to the vocational fields like communication, trade & commerce, import export policies, business management, marketing and so on. The students avail the opportunities of the scholars and experts of commerce to be enlighten themselves.

- **B.C.A. (Bachelor of Computer Application)**

Six Semester Degree Programme:

Students in Bachelor of Computer Applications (BCA) faculty have diverse and wide range of subjects to study such as Software Development, Web Development and designing, Computer fundamentals, Programming C Language, Java Mathematics for Computer Science, Data Structure, and Cyber Security etc. The students avail the opportunities in software Development, Data Analysis, Web Development and Cyber securityetc.

- **Add-on Programmes:**

Add-on Programmes in the unique scheme of the UGC to add on skills and increase employability and entrepreneurship for students pursuing conventional programmes in the liberal arts stream have been started.

- **Yoga Classes**
- **Cooking Classes**
- **Public Exam Remedial Course**
- **GSET & NET Exam Classes**

A student enrolled in any stream may opt for any one/two of the above programmes. All the programmes at UG levels follow teaching and examination system according to the guidelines of the university. As the institution keeps an eye on the quality, it keeps its teaching-learning process up to date. Innovation and experimentation are the twin forces that strengthen it and make it meet the national & international expectations.

- **Best Practice-02**

1. Title: Women Empowerment

2. Objectives of the Practice:

- **Aims and Objectives:**
- To create an environment of comprehensive social awareness and consciousness among the

students, staff members and surrounding communities for the need of 'Women Empowerment.

- To provide an opportunity to girl-students to actively involved in this mammoth task.
- To suggest plans for women empowerment among the students, staff and community. To uplift women to a level equal to men.
- To enable women for job and thereby self-dependent.
- To prepare them for healthy competition to the male counterpart.

1. The Context:

- The State of Gujarat has still been remained underdeveloped in the matter of development of women because it has more or less remained a backward state up till now.
- The students are the best representatives to inculcate this change into the society. Condition of women in certain caste of this area is pitiable, women are seen as objects of man's subjectivity.

2. The Practice:

- **Several steps to meet the above mentioned goals:**

To create holistic awareness among the students, staff and community about the need to women empowerment institute creates and caters ample events. It makes the institution girl-students to have an opportunity to actively involved in this mammoth task. This awareness suggests plans for women empowerment among the students, staff and community. To uplift women to a level equal to men, to enable women for job and thereby self-dependent. To prepare them able for healthy competition to the male counterpart. The students are the best representatives to inculcate this change into the society. Training of Bakery Items, Cooking and Beauty Parlor related activities etc. are conducted on regular bases. Our 'Women Empowerment Cell' is active enough to make the girl-students participated and got trained in the activities like Sewing Art, Embroidery Art, Mehndi, Rakhi Making etc. Many girl- students have started making their livelihood on the bases of the skills developed in this program. Sometimes the response from the students for such courses is not encouraging. It is difficult to bring the students to such training classes after their regular class because of low frequency of transportation. The students from our town turn up in big number but the strength of girl-students from remote villages still have difficulty to cope up with.

3. Evidence of Success:

- Many girl-students have started making their livelihood on the bases of the skills developed in these programs.
- Some of Girl-students of this class who have skilled themselves, professionally started their services to the society in the form of Beauty Parlours.
- The new entrants of these courses were unable to operate the Sewing Machines but, by the end of the course, they have become able to sew a dress independently.

4. Problems Encountered:

- The response from the students for such courses is not encouraging. It is difficult to bring the students to such training classes after their regular class because of low frequency of transportation.
- The students from our town turn up in big number but the strength of girl-students from remote

villages still need to be guided positively.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

- The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy and setting communal harmony.
- The vision of the institution aims at attaining excellence of students in academic world and preparing them to face the modern challenges to inculcate the skills and values necessary to succeed in real life and above all making them responsible citizens and real human beings with the quality of compassion and love. Our institutional library carries out certain activities which seem to reflect the vision and mission of the institution. In the present world of extra-curious techno-savvy generation, the library is the best learning resource in all higher educational institutions.
- The role of library can be more effective with some innovative edge added to it. With the vision of providing students more opportunities to get acquainted with the world of knowledge and information our institution has always given priority to the promotion of enlargement of institutional library. To cater to the needs of students and scholars and provide them services to their satisfaction has been our main objective. The richness of the library is such that it helps the students not only in their studies but also their career development. The library is rich and copious in terms of books and e-books, a lot of audio, video materials, previous question papers etc. The library facilities are extended, along with the institution students, research scholars and external students of the university, alumni of the institution and citizen of the town. There are computers with internet and printer facility available for the students in the library too. Many poor students are benefitted by this facility. Thus, our library provides reference services for learning and research like computerized issue return service, reference and information service, internet service, printer and download service, photocopy service etc. The facilities like SUN Software makes our library quite useful. Moreover, every year library arranges different programs to create interest and enthusiasm among the students for books and for the active use of library. Such programs include book exhibition, Vanchan Shibir (Reading Workshop), lectures etc. Vision of providing students more opportunities to get acquainted with the world of knowledge and information is fulfilled by an extra activity called Vanchan Abhiyan. In this activity, the

librarian and some faculties meet with the interested students frequently and discuss the books they have read. Sometimes, the faculties suggest certain books to the students. The students read those books and discuss them in this regular meeting. Thus, library and its adjacent activities try to reflect the vision and mission of the institution in its true sense.

- The institution provides a very good platform to the students who seek achieve something in sports. Sports are an inevitable part of any institution. In our Institution, students are interested in many games such as Badminton, Table-Tennis, Kabbadi, Volley-Ball etc. The students participated at inter institution; inter university and zones level and secured prestigious rank as well as championship in different competitions. Frequent Blood Donation Camps, regular Rural Educational Up-liftman programmes through Village Adoption Activity and Daily Prayer before starting the study, Active teaching learning process, Students' awareness programs for Competitive Examination as well as the information about the provision of Job opportunities etc. are other distinctive performances the Institution keeps at regular intervals.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

- Some important extra-academic activities take place regularly in our institute. In which programs like blood donation camp, eye diagnosis camp, gynecological awareness, fire safety, cybercrime protection, veterinary camp and wildlife awareness are organized by the organization.
- Every year the institute conducts Blood Donation Camp with Amreli Red Cross Society. Eye diagnosis camp is also organized for checking eye disease, eye number free of charge and providing Glasses at reasonable price.
- As Parents of students are mostly involved in agriculture and animal husbandry, 'Pashunidan Camp' and natural farming are organized in addition to the organization of gynecologists' talks for the rural area girl-students.
- To stay safe from fire incidents a training camp is also organized in addition the voting awareness programs.
- The institution organizes cybercrime awareness programmes with the help of State Cybercrime Department. Moreover, the institute has a Student Placement Cell for the employment opportunities for students.
- Similarly female students are sent for training organized by SBI, RSETI- AMRELI. EDII sends students in self-employment program. Two projects of Rs 40, 000 have been approved this year.
- To aware about the ecosystem of nature a visit to the National Park is organized with the support of Gir Foundation, Gandhinagar in addition to Vishwa Sinh Day celebration for protection of the Asiatic Lion.
- To inspire students towards innovation through institutional innovation club is run with the support of Gujarat government in addition to the organization of study tour to mythological, historical, natural and industrial places every year.
- For spiritual development and preservation of our culture, examinations are conducted by religious institutions and value added courses are also conducted.
- In order to strengthen the family spirit, a staff group dinner is organized every fortnight. Similarly, the institute runs Staff Credit Society in which a loan of Rs 2, 00, 000 is given with nominal interest rate in case of urgent need.
- To develop various skills, School Finishing Program is organized for students every year. Moreover, flood duty is assigned regularly to all staff members.
- Eleven students of the institute have obtained gold medal with highest marks in their subjects from Saurashtra University.?

Concluding Remarks :

- The first co-education college in the backward area was founded and nurtured by Dhanak Trust in 1988. The main focus was on Arts and Commerce providing access to large number of girls. At present, the college offers B. A., B. Com., and B. C. A. Programmes. The institute got UGC recognition of 2(f) and 12 (B) in the year 2008.
- The organization had secured 'B' grade with CGPA 2.51 in the first NAAC cycle of 2009 and then 'B++' grade with CGPA 2.81 in the second cycle of 2017. Similarly in the year 2013 it got 'A' grade with a score of 875.5 in the audit of 'AAA' by Higher Education Department of Gujarat Government. Eleven students of the institute have obtained gold medal with highest marks in their subjects from Saurashtra

University.

- The institute has adequate, well-maintained, and regularly upgraded infrastructure and learning resources. It has a big college campus spread in 2.09 acres, in which there is a Principal Office, two Administrative Offices, NSS Office, NCC Office, Staff-Room, Library, Reading Room, Ladies Room, Computer Lab, Multimedia Room with ICT facilities, Gymnasium, Canteen and 16 Classrooms with a large playground. The campus is green campus having total 926 plants/trees.
- Apart from these, there are water filters, an underground water tank, a water bore well, water harvesting, a fire safety and waste management facility as well and a solar panel of 10 kW. The institutional building is surveillance under 58 CCTV cameras.
- The institute has fully qualified and dedicated staff having Ph. D. degree and also has a Dress-Code for both students and staff members.
- The main aim of the institution is to nurture an environment that promotes healthy and intellect minds by synergizing the benefits of academics, sports, NSS, NCC and extra- curricular activities.
- The Institution has formed Grievance Redressal Cell, Women Empowerment Cell, Anti Ragging Cell, Innovation and Entrepreneur Cell to support the students.
- The vision of the institution aims at attaining excellence of students in academic world and preparing them to face the current challenges to inculcate the skills and values necessary to succeed in real life.