



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

## **GOVERNMENT ARTS COLLEGE MANINAGAR**

**GOVERNMENT ARTS COLLEGE, K.K. SHASTRI EDUCATIONAL CAMPUS,  
KHOKHRA, MANINAGAR (EAST),**

**380008**

**[www.gacmaninagar.com](http://www.gacmaninagar.com)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**February 2019**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Government Arts College is an outcome of the vision and dream of Honorable Prime Minister of India Shree Narendra Modi. Prime Minister has named it “Shree K. K. Shastri Educational campus” and dedicated it in memory of the legendary scholar of nation ‘Shree k. K. Shastri ‘. The institution is run by Education Department, Government of Gujarat. The Institution is near khokhara, Maninagar, Ahmedabad. Collective efforts have been made by members of college to enhance and enrich educational and extra-curricular abilities among students since 2007. This college is affiliated with Gujarat University, Ahmedabad.

Government Arts College is constantly put efforts towards improving every aspect of the personality of students. College readily accepts its loopholes, weaknesses and committed to improve in catering its services to benefit students more. The faculty continuously supporting the students to gain and grasp more knowledge with professional skills. The foremost challenge before us is to uplift the students coming from economically weaker section with good academic performance. Government Arts College focuses on preparing the youth to lead more meaningful and economically stronger and richer life empowering and enlightening through higher education.

In consonance with objectives of the society, college strives to ensure quality education which instills in youth the moral values, thirst for knowledge and desire for national service. Similarly preparing the youth to cope up with the modern world with their skills, knowledge, values and certain degree of employability and higher degree for personality development is set goal of our college.

Since the 2007, college has introduced best practices and innovative steps like certificate and Diploma courses, vocational training for self-defense, and training of NCC for girls, sports and parallel syllabus for the holistic development of all students.

Extracurricular activities are also very important for institution so, for over all development of students. girls BN NCC units run and girls participate very enthusiastically in it. Institution is excellent in sports with good number of students participate in state and national level tournaments. Institution also organizes job fair for students and society get benefit of it.

### **Vision**

- To provide quality education to the students to face challenges and to develop the latest trends in teaching learning activity.
- To cater the needs of the environment and ethical values in the mind of students to become good citizen and entrepreneurs.
- To make proficient and excel in every field and to develop moral values in behavior.

### **Mission**

- To develop value base quality in life such as good moral conduct, humanitarian approach, discipline,

reverence for nation.

- The mission of the college is to provide value based education and to bring out the hidden potentials of the students to equip them to approach life with optimism.
- To encourage curiosity and commitment in thinking and action.
- To boost interest in academic activities along with individual personality development.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- Well-equipped physical infrastructure.
- Well qualified, experienced, sufficient teaching and non-teaching staff.
- Wi-Fi service enabled campus.
- Skill development programs and vocational programs.
- Situated on main road and near to bus stand and railway station, so public transportation facility is very frequent and easy.
- Innovative teaching learning processes.
- Job-oriented education programs.
- Our institute caters to the needs of economically weaker sections of the society.
- Female students are more in total strength.
- Government scholarship for students.
- Co-curricular and Extra-curricular activities.
- Soft skill training.
- Cultural, NCC and sports program provide an opportunity to tap the talents of the student.
- Medical camp every year for students.
- Short term Yoga and Sanskrit speaking course for students.

### Institutional Weakness

- Lack of amenities like sports ground and canteen
- Vacant post of a librarian
- Absence of canteen and sport ground
- Disturbance occurs due to joint campus of Arts, Commerce, Science, Law and BCA

### Institutional Opportunity

- An opportunity to serve and elevate needy people
- Well focus on girl's safety by organizing Zudo training
- Organizing skill development program
- Vocational programmes enable students job oriented
- Training programs for competitive exams

### Institutional Challenge

- High dropout ratio due to early marriage of girl students

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The college offers undergraduate programme (BA) that would benefit the students of the immediate area in shaping their career. The college meticulously develops action plan for effective implementation of the curriculum. The college began with six programs in BA, Sanskrit, Psychology, Economics, Indology, Gujarati and English. The college grew phenomenally only in 11 years with introduction of various skill development and vocational courses. The college has introduced BA in Indology, which is very unique course in its nature. It has also organized number of seminars, symposiums, workshops on career orientation, placement, multi-skill development etc.

As an affiliated college with Gujarat University it has no authority in designing or modification of the curricula yet the college strives to ensure the proper implementation of the curricula. Feedbacks regarding review and design of the curricula are presented to the Gujarat University through the faculty who are members of the various academic and administrative bodies of the Gujarat University.

The college has been having a well-planned feedback system in place for the last three years. Feedbacks are sought from the students and teachers regarding curricula, academic and administrative performance of the college, physical facilities, safety, security etc. These feedbacks are collected.

### **Teaching-learning and Evaluation**

The college being strategically located at the place where it serves students of economically weaker family of neighboring area. As such, every academic year, around 650 students apply for admission in this college. Since 2011 the college has adopted an on-line merit based admission system which ensures transparency, objectivity and precision besides promoting paper-less governance. The surrounding of the college varies from rural to semi-urban and urban in nature; hence, the college has to accommodate students of diverse socioeconomic and community backgrounds. The college does not only handled this challenge with aplomb but also turned this diversity into its potential asset.

The credit of this achievement goes to a set of qualified and dedicated teachers who are continually engaged in the process of ensuring the best education for the students. Presently the college has 01 Principal, 03 Associate professors, 05 Assistant Professors, 03 Temporary Lecturers, 04 visiting Faculties. Among these 16 faculties of the college, 09 have Ph. D and M. Phil degree and 03 of the teachers are presently pursuing their doctorate degrees on the basis of their reports. The teaching methodology is enriched through effective use of experimental and participative learning, constructivism, and optimum use of ICT along with conventional classroom teaching. Besides, The performance of the students are continually evaluated through a well-planned continuous Internal Evaluation System and the outcome of the evaluation are used to identify advance and slow learners and take effective measures like remedial classes to ensure the skill development of both.

### **Research, Innovations and Extension**

The college acknowledges the role of research in the overall academic environment of the college. Hence it encourages teachers to pursue research, writing research papers, participating in conferences which are useful for their development and development for students as well. From the year 2014 every year college publishes research article book in which every teachers of the college and many teacher of other colleges get benefit and publish their research papers. Not only that but students of our college also publish their research papers in research article book. College has also organized workshop on research methodology for the benefit of students. College publish KEKA magazine from the year 2008 in which there is teachers corner, students corner and different activity corners. Teachers and students can publish their articles and creative writings in KEKA magazine. One Minor Research Project is ongoing in the college. Most of the teachers attend orientation, Faculty Development Programs and Refresher Courses on a regular basis. One teacher of our college received award from government of Gujarat *sahitya* academy, Gandhinagar in the subject of translation literature in Sanskrit *subhashita*.

In addition to the research activities, the faculties are thoroughly and consistently engaged in publications of merit throughout the year. The college prides itself in having faculties who have their work regularly published in peer-reviewed & UGC recognized books and journals, etc. Faculty members also published text cum reference books for the benefit of the students. The college is engaged with its surroundings through various extension activities.

### **Infrastructure and Learning Resources**

The college is committed to provide adequate physical facilities to the students for making their experience meaningful and productive at the college level. Hence the college is well equipped with required infrastructure. College has enough spacious classrooms, separate laboratory for the Department of psychology. College has adequate furniture and other facilities for students and staff both. The college also provides the students a multi-purpose computer laboratory. The laboratories are spacious, comfortable and well equipped. The college has WIFI facility which is used effectively by the faculty, staffs, and students of the college.

The library of the college is also adequately resourced with textbooks, reference books, general knowledge books, competitive exam preparation books, rare books, magazines, journals etc. Sports and cultural activities are essential ingredients of the character-building process of the students. The College has multipurpose hall to organize cultural activities, seminars, workshops etc. The college provides NCC separate room, Sports room, Reading room, Girls room. The college ensures adequate facilities for these. The college has masterpiece Museum of learned scholar *Padmashree Keshavaram Kashiram Shashtri* from Gujarat with his many more awards; certificates, very valuable rare books which are much benefited for research students and teachers. The college along with the students' Council organizes indoor and outdoor sports and cultural activities throughout the year.

### **Student Support and Progression**

The college extends support in every possible form to the students. Govt. scholarships to the Minority, SC, OBC and ST are extended to the college students. Besides, the college awards prizes, medals to the students of extraordinary merit in sports and cultural activities.

A large number of students find immediate placements after their graduation and post graduation, consistently over the years. A placement cell has recently been formed to monitor the placement of the outgoing students.

The alumni of the college is one of its most important assets. The college alumni and the departmental alumni remain engaged with the college throughout the year. The alumni helps the college by providing important feedback, organizing placement awareness camps etc.

### **Governance, Leadership and Management**

The vision of college is in keeping with the objectives of Higher Education. The quality parameters and core values are reflected in policies with aim to promote competencies matching national and global requirements.

The leadership – the principal, teachers, Department incharge and the General Secretary of Students' Union constantly monitors the process through an active feedback evaluation system and Grievance redressal Cell. Teachers are encouraged to participate in faculty development programs in Academic Staff Colleges at the Universities. Skill Development Programs are organized in the College. The college frames different committees for smooth functioning of participative management and decentralization every year.

The financial resources of the college are managed in very effective and foolproof manner. The college receives funds from various sources. There is a fully computerized account department in the college. Each and every transaction is supported by the vouchers. All the collections are deposited in the bank. There are two types of audits –internal audits and statutory audits (Accountant General-Rajkot) take place at the college.

### **Institutional Values and Best Practices**

The college has been regularly arranging various programs and the students have been participating with interest in all activities inside and outside the college. College organizes number of programs like celebration of national festivals with great involvement of students and faculties by organizing the events related to concern program to motivate and inspire students with great history of India.

The college has a strong NCC unit and a separate girls NCC unit which strives throughout the year to engage students in various social activities and inculcate within them the values of co-operation, leadership and responsibility. Students enthusiastically participate in sports activities so that they can develop their sportsmanship, leadership etc. The college also organizes Job Fairs, Traffic Awareness Programs, Blood Donation Camps and Thalassaemia test to benefit students and society both. Our college organizes various programs related to the safety and sanitation of girl students and also conducts campaign on menstrual hygiene. CCTV cameras have been installed at various locations in the campus for monitoring security and safety. It also arranges number of activities such as poster exhibitions, workshops on safety, security, sanitation issue related to the women and girls.

Job Fairs, Placements and Vocational Training both are the best practices of our college. Job fair is one of the best practice by which students and outsiders get benefit of placement as they are coming from economically backward area. College has conducted special vocational training for the benefit of girls. The girls are empowered to discover their personalities, their desires and get motivations through training. Girls can secure employment at the end of the whole course. Within these best practices students of the college taught to the school students coming from economically weaker section. Department of Psychology has every year organized program for HIV Children and others. College has organized classes for competitive exam for the benefit of the students. College has organized Self-defense training like Rifle shooting and Judo-karate especially for girls. The campus is quite green with a diversity of trees.

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## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT ARTS COLLEGE MANINAGAR
Address	GOVERNMENT ARTS COLLEGE, K.K. SHASTRI EDUCATIONAL CAMPUS, KHOKHRA, MANINAGAR (EAST),
City	AHMEDABAD
State	Gujarat
Pin	380008
Website	<a href="http://www.gacmaninagar.com">www.gacmaninagar.com</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	GITA G. PANDYA	079-26302184	9426709133	-	pandyagg@gmail.com
IQAC / CIQA coordinator	PRAVINKU MAR P. RATHVI	079-22932516	9427433050	-	pprathvi@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No



**Establishment Details**

Date of establishment of the college	30-03-2007
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**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Gujarat	Gujarat University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	08-03-2011	<a href="#">View Document</a>
12B of UGC	14-12-2012	<a href="#">View Document</a>

**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				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**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?	Yes
If yes, name of the agency	AAA BY KNOWLEDGE CONSORTIUM OF GUJARAT EDUCATION DEPARTMENT GOVERNMENT OF GUJARAT
Date of recognition	25-10-2013

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	GOVERNMENT ARTS COLLEGE, K.K. SHASTRI EDUCATIONAL CAMPUS, KHOKHRA, MANINAGAR (EAST),	Urban	3.5	12600

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Sanskrit	36	H.S.C. OR EQUIVALENT	Gujarati	40	39
UG	BA,Sanskrit	36	H.S.C. OR EQUIVALENT	Gujarati	40	39
UG	BA,Gujarati	36	H.S.C. OR EQUIVALENT	Gujarati	55	55
UG	BA,English	36	H.S.C. OR EQUIVALENT	Gujarati	50	49
UG	BA,Psychology	36	H.S.C. OR EQUIVALENT	Gujarati	50	49
UG	BA,Economics	36	H.S.C. OR EQUIVALENT	Gujarati	65	65
UG	BA,Indology Indian Culture	36	H.S.C. OR EQUIVALENT	Gujarati	30	29

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				3				12			
Recruited	0	1	0	1	1	2	0	3	4	6	0	10
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				10
Recruited	2	4	0	6
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				16
Recruited	5	9	0	14
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	1	1	0	1	1	0	5
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	1	0	2	0	0	3

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	4	0	4
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	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

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0		2		2

**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	232	0	0	0	232
	Female	446	2	0	0	448
	Others	0	0	0	0	0
Certificate / Awareness	Male	72	0	0	0	72
	Female	54	0	0	0	54
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Programme		Year 1	Year 2	Year 3	Year 4	
SC	Male	44	61	52	59	
	Female	90	108	112	129	
	Others	0	0	0	0	
ST	Male	3	5	5	5	
	Female	13	11	5	6	
	Others	0	0	0	0	
OBC	Male	19	30	30	38	
	Female	56	64	62	76	
	Others	0	0	0	0	
General	Male	93	94	91	103	
	Female	342	331	371	262	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		660	704	728	678	

### 3. Extended Profile

#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 16

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	6	6	6	6

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
680	678	728	704	660

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2017-18	2016-17	2015-16	2014-15	2013-14
142	118	152	140	159

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
154	127	122	137	107

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

#### Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	16	15	13	11

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	16	16	16	16

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 18**

#### Number of computers

**Response: 25**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
12.55	3.15	19.61	15.89	10.44



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

College meticulously develops action plans for effective implementation of the curriculum. Academic calendar issued by the Gujarat University and the calendar prepared by our college both are the outline for the development of the action plan of the college. College level action plan is developed and deployed as under:

At the beginning of each semester, Principal of the Institute conducts meeting with staff members to develop various strategies for effective implementation of the curriculum. Teachers are encouraged to impart the curriculum through innovative teaching methods such as PowerPoint presentations, assignments, discussions, workshops, seminars, field visits, and technology enabled education along with regular teaching methods. Thereafter, in the college council meeting, institute plans its semester/annual academic calendar which clearly mentions the topics to be taught and number of working days allocated to respective modules and the extent of syllabus to be tested in various internal examinations. Subsequently, the staff members of various teaching departments conduct their internal meetings and develop specific teaching plan for the ongoing session.

Teacher's academic calendar is maintained by each faculty member to see whether the teaching plan is adhered to the academic calendar or not.

Though the curriculum is designed and revised by the Gujarat University for effective curriculum delivery, we give importance to academic improvement and at the same time give sufficient importance to the overall development of the students by encouraging them to work with various bodies of the institute such as student council and departmental study forum.

Besides chalk and talk method, institute has taken many initiatives for effective curriculum delivery with the help of ICT enabled teaching learning process. The Department organizes special lectures by inviting experts from various fields to share their knowledge with the students. Students are also taken out for educational tours and field visits to provide them hands-on experience on their related subjects. Furthermore, for effective curriculum delivery, the institute has got the provision of special / remedial classes for slow and advance learners.

Specifically, the institution takes up the following steps for effective curriculum delivery:

- Timetable is prepared and communicated to the faculty well in advance and to the students at the beginning of each semester.

Each faculty maintains a course file for each semester containing

- details of time-table, syllabus, student's seminars and assignments, internal exams, remedial coaching etc.
- Principal of the institute seeks report on the progress of syllabus completion from the Heads of the departments from time to time.
- Work loads of faculty on leave are adjusted by other faculty members of the department.
- Internal exams are conducted regularly.

Feedback is obtained from the students on the curriculum delivery and infrastructure.

### 1.1.2 Number of certificate/diploma program introduced during the last five years

**Response:** 7

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	2	4

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response:** 43.48

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	3	0	0

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

**Response:** 87.5

#### 1.2.1.1 How many new courses are introduced within the last five years

Response: 14

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>

### 1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

**Response:** 100

#### 1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 6

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

**Response:** 0

#### 1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### 1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

#### Response:

- Subject related to Gender, Climate Change, Human Rights, Environmental Education are included in the syllabus according to the Gujarat University guidelines and related papers like Environmental studies, Environmental psychology and environmental economics are included in the syllabus.
- The College library has various reference books on related topics.
- Various activities are conducted by women development cell related to women defense techniques like judo training course, skill based vocational training for women development.
- The college strictly follows the curriculum prescribed by the university.
- Different Papers teaching to the students are based on Human values, professional ethics & Environmental studies given bellow:

- **Department of Sanskrit**

- *Panchtantram, Hitopadesh*, introduction to *Ramayana*, Introduction to *Mahabharata*,

- **Department of psychology**

Child counseling, personality development

- **Department of Economics**

Gandhian Philosophy

- **Department of Indology**

Indian Religion, Indian tribal culture, social Institution of India, Monuments of India, cultural Heritage of Gujarat, Indian culture and Heritage.

- **Department of Guajarati**

Learning from world leaders, value learning teaching through stories, one act play and poems.

### 1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

**Response: 5**

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 5

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>
Brochure or any other document relating to value added courses.	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking field projects / internships****Response: 0**

1.3.3.1 Number of students undertaking field projects or internships

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**1.4 Feedback System****1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise****A. Any 4 of the above****B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response: C. Any 2 of the above**

File Description	Document
Any additional information	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback processes of the institution may be classified as follows:****A. Feedback collected, analysed and action taken and feedback available on website**

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** D. Feedback collected

File Description	Document
Any additional information	<a href="#">View Document</a>



## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0.29

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	3	1	2	2

File Description	Document
List of students (other states and countries)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 95.61

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
286	239	283	269	306

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
290	240	310	285	325

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per

**applicable reservation policy during the last five years****Response:** 76.47

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
134	100	111	118	73

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.2 Catering to Student Diversity****2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

- The admission procedure is followed as per the rules of Gujarat University. Till 2011, Students were supposed to submit their admission application form to the college directly and merit was the criteria to get admission for all the courses in the college.
- From 2011, Students can apply for admission both online and offline and now students are suppose submit their application at Gujarat University and after that University allot students to the college.
- Till 2017-18, college used to conduct oral test to test students subject and general knowledge. And from 2018-19, institution has started 50 marks Multiple Choice Question type written test to test the same. On the basis of Student's performance institute classifies slow learners and Advanced Learners accordingly.
- College arranges personal guidance for slow learners for each subject.
- College also arranges special classes for advanced learners by the faculty members and invited guests, in which they can learn new words, new relevant subject matter using ICT.
- Respective subject teacher keeps record of academic performance of the students based on Continuous Internal Evaluation System, which help to improve the students' academic performance.
- College maintains the record of attendance and strictly follows the university rules for the same.
- The faculty members categorize students as a weaker, average and advance learner by assisting them on the basis of group discussion, class performance and term tests.
- In order to improve the performance of the students the college organizes remedial classes for the weaker students, special coaching classes for the average students and special guidance for the advance learners.



**2.2.2 Student - Full time teacher ratio****Response:** 48.57**2.2.3 Percentage of differently abled students (Divyangjan) on rolls****Response:** 0.59**2.2.3.1 Number of differently abled students on rolls****Response:** 4

<b>File Description</b>	<b>Document</b>
List of students(differently abled)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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****Response:**

- College ensures such type of curricular activities for students which contribute to their overall development.
- College organizes field visit, relevant organizational visits like banks, companies, dairies etc., research institute and primary health center to develop the team spirit and experiential learning among students.
- Department of Economics organizes visit to Banks, Companies, Amul dairy Plant, Anand and other relevant organizations.
- Department of Sanskrit visits L.D Indology institution and Sanskrit Bharti, Ahmadabad annually.
- Department of Psychology visits Mental Hospital, Blind People Association center Ahmadabad to gain experiential learning.
- Department of Gujarati organizes visits to Gandhi Asharam, Gujarat Vidhyapith, L.D. Indology Research Institute etc.
- Department of Indology visits L.D. Indology Research Institute, Lothal Haddapa Sanskruti, and Polo Forest and other relative places.
- To nurture critical thinking, creativity and scientific temperament among the students, faculty of arts establish interdepartmental association through organizing various academic and cultural activities under 'Saptdhara' and annual day of the institute.
- To sharpen the critical thinking of the students, various debate competitions, poster making competitions are organized in which students can explore new ideas.
- Power Point Presentation and audio-visual aids are used for advance learning processes.
- Discussions and Classroom Conversation are conducted for subject related problem by teachers and Personal Counseling for other problems is organized by Psychology Department.

- Students are encouraged to participate in class discussion on relevant topics.
- Sports and NCC are our major forces, encourages and empowers the students physically, morally and socially.

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 100

#### 2.3.2.1 Number of teachers using ICT

Response: 14

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 48.57

#### 2.3.3.1 Number of mentors

Response: 14

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

- College encourages teachers to adopt technological teaching approaches to make teaching learning more innovative and creative.
- LCD, PPT and projectors are used by the faculties to make teaching effective and interesting.
- Interactive method of teaching learning is used for maximum involvements of the students.
- Psychology department states illustration through experiments using various aids and demonstrate it in the Practical Lab.
- Department of Sanskrit lay stress on learning Sanskrit effectively by Sanskrit *sambhasan*, Sanskrit *sloka*(Sanskrit Verse) recitations.
- Gujarati Department gives special importance to those students who are coming from other states they can learn and write Gujarati language.
- Class, seminars and faculty seminars are arranged on different related topics to enhance creativity of students and staff.

- For the ongoing subjects' guest lectures are arranged regularly to update the knowledge of the students.
- Subject related articles, newspaper cuttings are displayed on the departmental notice boards to enhance the subject knowledge on current issues.
- The library is rich with number of books of the syllabus, reference books, general knowledge, competitive examinations, journals etc.
- Fully Computerized Language Lab is available for the students. Language lab is provided for improving the communication skill.
- Seminars, workshops and exhibitions are also arranged to update the knowledge and skill of staff and the students.
- From 2017-18, Government provides Tablets to the first year students for fast, advanced and tech friendly learning.
- For fast and easy access to the internet, institution has established Wi-Fi service in the campus from last three years.

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 86.25

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 69.67

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	11	11	9	8

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.4.3 Teaching experience per full time teacher in number of years****Response:** 7.57

## 2.4.3.1 Total experience of full-time teachers

Response: 106

**File Description****Document**

Any additional information

[View Document](#)**2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 7.25

## 2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)

e-copies of award letters (scanned or soft copy)

[View Document](#)**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 1.25

## 2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

#### Response:

- In the beginning of every academic year, academic calendar is prepared to follow the rules of total teaching days and schedule of examination.
- Semester wise internal Examination is followed by college including project work practicals. as per norms of Gujarat University.
- College conducts internal exams of 50 marks.
- External examination for the remaining 70 marks is conducted by the Gujarat University.
- In addition to internal examinations we do conduct assignments & attendance as a part of continuous internal evaluation.
- All faculties are informed about all the criteria of the internal assessment like home assignment, internal test, projects, attendance etc. to the students.
- The academic committee brings awareness in the staff about the evaluation process during the staff meetings.
- Similarly, the students are informed about evaluation process of internal marks and about the university examination by our faculty members.
- College ensures effective implementation of transparency of the evaluation reforms of the university and the college itself under the close supervision of exam committee.
- Examination cell is formed to ensure smooth functioning of examination process.
- Result of the internal test is display on the notice board. Furthermore college result also displays on notice board. If there is any query of result student can concern to respective department.
- If a student not satisfied with his/her result or marks he/she can concern subject relevant departmental Head.
- Concern Head of the Department solve the problem and query of the student by rechecking his/her answer sheet without taking fee and try to solve their problem.
- In the meeting of faculty members with the principal, the members of examination cell helps in understanding the evaluation process and thereby its implementation.
- To refine the critical thinking among students, various group discussions, debates, seminars, workshops etc., are organized in which students explore new ideas and thus enhances their performance levels.

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

- The Process of internal assessment is maintained and implemented vigorously by the internal examination in charge and examination committee of college.
- The internal evaluation process of all departments is very fair and transparency is strictly followed for the same.
- Internal exams are conducted as per university academic calendar.
- If any student has any query about his performance, then respective teacher entertains their queries to make them satisfied for the same.
- Internal assessment in college is so transparent that every student has an idea about the standard internal evaluation process.
- Heads of the departments are fully empowered to suggest the re-assessment of the total marks by the approval of department committee.
- All such modifications will be displayed on the notice boards for students' reference.
- The entire process is monitored by the head of the department, then examination individual semester committee and finally forwarded to internal examination In-Charge and then the final details will be forwarded to the Gujarat University.
- College organizes orientation programs to the students to make them acquainted with the rules and regulations of the affiliating Gujarat University, examinations, evaluation process, extra-curricular activities etc.

### **2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**

#### **Response:**

- The college has established the special committee for examination related grievances.
- The committee held its meeting at least 2-3 times per year to address examination related grievances.
- The grievances of students regarding university examination like withheld results, reevaluation, photo-copies of the answer-sheets solved by examination coordinator, is taken into account and has to collect the documents of all concerned students and forwards it to the university for further process and take follow up till the redressal of grievances solved in time bound limit. Exam in charge personally remains in contact with most of the students to convey them exam related scheduled such as application form, hall tickets and examination dates.
- The committee also has to accept the grievances related to physical infrastructure for exams from the students and discuss with in charge of the examination in the meetings and then forwards it to IQAC of the college for the solution. The principal and IQAC has to address the grievances regarding physical needs of the campus for the examination in time bound frame work.
- Examination related grievances are handled by the head of the department, internal examination committee and in charge of the internal examination to make it time bound & transparent.
- The marks awarded for the internal exams are displayed on the notice board.
- The exam committee displays the evaluation report by cross checking the statement of marks as submitted by the respective Head of the department.
- Student approaches his/her head of the department for the clarifications related to internal marks.
- Students' issues related to the above will be perceived by the head of the department in a time bound period.
- Issues will be identified & sorted. Recommendations will be forwarded to the internal examination

committee and final decision taken by the internal examination in charge.

- A clear report of the issue will be given to the examination committee through Department.

#### **2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

##### **Response:**

- The academic schedule is given to the students at the beginning of academic year.
- The academic committee, with the principal and vice principal, plans an academic calendar before the commencement of the academic year.
- Continuous Internal Evaluation (CIE) system of the institution fully adheres to the academic calendar of the institute.
- In the beginning of the semester, all the faculty members prepare their academic plan for the completion of syllabus and ensure to complete it within given time.
- At the beginning of semester every teacher use to prepare teaching plan for whole semester and also prepares subject notes for students.
- Syllabus completion Performa is required to be submitted for all subjects.
- Internal exam are taken after the course completion and before the university examination.
- At the end of every semester, semester examination is taken. Internal marks are given considering all aspects.
- The suggestion box is installed in the college for student's suggestions, query, feedback etc.
- The result of internal evaluation of institution is displayed on the notice boards.
- Students' attendance is taken regularly which is reviewed monthly and consolidated semester wise.

## **2.6 Student Performance and Learning Outcomes**

### **2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students**

##### **Response:**

1. Programmes offered and Programmes outcome are followed as per rule of the Gujarat University. And objectives and expected outcomes are communicated with teachers and students in orientation session in the beginning of session by principal and heads of the department and also discussed in class with students by respective teachers. For all the six semesters, syllabus prescribed by the Gujarat University in such a way that students easily get acquainted with the different types of literary genre.

##### **PSO**

##### **Course BA**

##### **ENGLISH : PSO**

1. Every semester includes a new form of literary studies.

2. It includes all the form of literature.
3. Every work is the master piece of its own time.
4. Students acquire the grammatical knowledge which helps them to increase the knowledge of the target language.
5. A keen observation skill will be inculcated.

### **SANSKRIT : PSO**

- To develop the knowledge of Sanskrit language.
- To study Sanskrit vocabulary and will be aware of growth and development of Sanskrit in contemporary times.
- To make the students aware about the importance of Sanskrit language and its usage.
- To make them understand the new literary tools and techniques of modern compositions.
- To give sound knowledge of the Classical Sanskrit literature.
- To make them aware about the use of *Sandhi*, figures of speech, Meters and *Samasa*.

### **PSYCHOLOGY: PSO**

- To acquaint Students with the basic concepts of Research method
- To Provide Students a Perspective of Research method
- To acquaint Students with the basic concepts of Psychological Practical
- To Provide Students a Perspective of Psychological Practical
- To acquaint Students with the basic concepts of Experimental psychology
- To acquaint Students with the basic concepts of Psychology of sex and married life
- To Provide Students a Perspective of Psychology of sex and married life
- To acquaint Students with the basic concepts of Environmental Psychology.

### **Economics: PSO**

- To introduce the basic concepts of economics to the students so as to enable them for further learning in economics.
- The student will be able to understand the basic concepts of economics and equip him/herself to understand the subject.
- To introduce the students for basic understanding of the Indian economy and measurement of various macro-economic variables.
- The student will be able to understand the Indian economy better and will get some idea about the problems faced by the economy.

### **GUJARATI : PSO**

- To know the masterpiece books which represent to the prose in Gujarati literature.
- To know varieties and various creation of novella creative writing in Gujarati literature.
- To develop creativity and critical thinking through Non fictional literature in Gujarati.
- To know and understood grammatical principles of Gujarati Literature.

### **INDIAN CULTURE :PSO**

- Students study of the different dynasty of Sultanate period.



- To know Social - Religious and Economic condition of India during the Sultanate period.
- To know Art and Architecture of Sultanate period.
- To know Establishment of independent Sultanate in Gujarat Foundation of Ahmedabad City
- To know Political and Cultural Achievements of Ahmedshah-Ist
- To know Geographical factors molding Folk Culture of Gujarat.
- To know Salient features of Folk Culture of Gujarat

### **2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution**

#### **Response:**

- The college has clearly stated learning outcomes that are specified in mission and objectives statements.
- The students are made aware of these through the acquisition of skill and knowledge about communication, reading-writing, presentation, group discussion, industrial visits, planning, marketing, banking transactions awareness etc.
- for effective teaching learning process all college teachers use various audio- visual aids and ICT for the best outcome.
- Various techniques and strategies are also used to achieve the desired goal.
- Communication, reading and writing skill are assessed through exercises given in the classrooms.
- various skills for competitive examinations are developed more and more through participation of students in the different training programs and activities.
- Skills related to group discussion, presentation and decision making of students are assessed through various events seminar, workshop etc.
- college organizes field visits, industrial visits, seminar, coaching classes for civil services, etc.
- Social awareness programmes are also organized by the departments and provides counseling services.
- The achievements of learning outcomes are monitored by keeping in mind a record of internal evaluation and university examination results of the students.
- Result of every department is analysed by the staff in the beginning and in the end of every academic session.
- Corrective measures are taken to improve the learning outcomes.

### **2.6.3 Average pass percentage of Students**

**Response:** 75.49

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 154

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 204

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## **2.7 Student Satisfaction Survey**

### **2.7.1 Online student satisfaction survey regarding teaching learning process**

**Response:** 3.61

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

#### File Description

#### Document

List of project and grant details

[View Document](#)

**3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0.04

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 1

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 27

#### File Description

#### Document

Supporting document from Funding Agency

[View Document](#)

Any additional information

[View Document](#)

Funding agency website URL

[View Document](#)

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge**

**Response:**

- Students are given assignments of collecting information on any monumental structure existing in their area. In this way the teacher tries to develop their inclination towards research.
- Students are motivated to use the library and are assigned to write a-review on the books.
- Students are guided by the teachers to write research articles and are sent to the conferences / seminars organized by other college for participation.
- Students are encouraged to read their papers in the state and national level seminars and conferences organized by the college and other colleges of Gujarat.
- Expert lectures by the renowned scholars are organized by the college.
- Institution has provided display box to inspire and encourage creativity among the students.
- Students write poems and articles and display on the display box.
- 

1. *AmrutGhyayalVishes-* Dhara Sharma 2015-16
2. *Japanese haiku no saundayalok* 2015-16
3. *Suresh joshi nu sarjanvishva-* Pooja Nadival 2017-18
4. *Glorious Dance tradition of india-* shruti Nair 2017-2018
5. *Nandsankar Mehta ane Gujarat nipratham Navalkatha-* Komal v 2017-2018
6. *Naritu Narayani-* RajeshvariAnand 2017-18
7. *Maitri-* Dhara sharma 2017-18
8. *Positive effectivity-* Shefali Parmar 2017-18
9. *Prem Divani Mirabai-* Disha Damor 2017-18
10. *SamaySamayni Vat-* Khushboo Dave 2017-18
11. *Craze among students to go to abroad-* Prakruti anad 2017-18
12. *AdikaviNarsinh Mehta-* Payal Doriya 2017-18
13. *Sharing with friends-* Aesha Bhavsar 2017-18

- Students are also invited to participate and present their articles in the seminar and their articles are also published in
- Our published book “MIDNIGHT AURA” YEAR 2015. **Institution has organized National seminar on Swami Vivekanand in the year of 2015 to promote research and to develop various skill in the students.**
- The following articles of the students are presented and published in the Seminar.

1. *Swami vivekanandna mate atmaejparmatma-* Dhara Sharma
2. *Swami Vivekanand:jivanejsandesh-* Krishna Raval

- **Institution has every year published research article of the teachers and interested students every year.**

1. *Book-Eternal Flame* published in the year of 2018
2. *Articles of students* published in the book
3. *Sanskrutik varsa thi sabharnagar amdavad-* Dhara Sharma
4. *Mile stone of Psychology-* Sigmund Freud- Shefali Parmar
5. *Pratham Gujarati Navalkathana Lekhak Nandshankar Mehta-* Komal Patel
6. *Gujarat ma shikshan no bhavyavarso-* Sanjivani Adharvyu

7. *Bharatanatyam- An art in Motion- Shruti Nair*
8. *VedicyugmabharatiyaarthvyavsthaanevartmanBhartiyaArthvyavstha- Balbhadrasinh Mandora*
9. *Umashankar joshi nu sarjanvishva- Priti chavda*
10. *Melodious songs in Indian cinema-past and present-Hasti rudani*

- Student's have participated in the seminar on "Research Methodology" conducted by the college.
- Gujarat University has offered the paper in the syllabus on research methodology.

**University offers papers as below:**

**Subject of Psychology –**

**Paper name- Research Methodology and Experimental Psychology**

**Subject of Economics –**

**Paper name: Research Methodology on the topic of Research Methods, Economical Survey on the bases of research.**

The members of the college research committee also provide personal guidance to students for writing research articles.

### **3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years**

**Response: 0**

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

## **3.3 Research Publications and Awards**

**3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**

**Response:** No

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards****Response:** No**3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years****Response:** 1.44**3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
25	21	22	14	17

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

**3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response:** 7.25**3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
20	16	11	47	6

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

##### Response:

- The extension activities enhance social commitment for *neighborhood community* together with personal, civic and academic learning. Our college is situated in khokhara Ahmedabad which is surrounded by backward community like Thakor, imigrants of uttarpradesh and Bihar, Rajashtan. This communities under privileged communities they need support from academic and social service.
- The NCC activities inculcate the values of confidence, leadership, teamwork spirit etc.
- Sports activities inculcate the values of brotherhood, .
- Development of national integrity, leadership and spirit of teamwork among the students.

The students are engaged in the community development programmes through the following activities:

- College organizes regional and state level job fair with the coordination of Government of Gujarat every year for students, outsiders and needy of the society. More than 25 job fares have been organized by the institution. This is very helpful to the students, outsiders and needy youth of the society for better placement.
- College has also organized skill based vocational courses and trainings for the girls which help theme for developing skills along with study.
- Institution has also organized Thalassemia and Aids Awareness programme for the students and neighborhood society by inviting concern doctors for the test of the diseases. Those who are affected by these diseases are guided for further treatment.
- Institution organizes more than 25 job-fair for placement of outsiders and students.
- Field work organized by psychology.
- Social activities like food distribution to flood affected people run by the College.
- NCC Cadets and college student participates in tree plantation programme and cleanliness campaign.
- Lions club and college jointly organize AIDS awareness programme every year.
- Students also participate in various activities like traffic awareness, safety awareness, to save environment programme etc.

GKS- Vocational Training is organized by our college for the benefit of out-siders and students. They are teaching computer programmes like CCC, Java etc.

- College conducts remedial coaching for school students who are from backward background of the nearer area.
- Eminent literary scholars are invited for various literary/creative activities such as close reading and creative writing skills.
- College arranges experts lecture from various fields for enlightening the students with sharing their experiences and guide students to understand the importance of community services.
- The college motivates the students all the way to be a good citizen and better human beings by awarding certificates or medal for such activities.
- Psychology students give their service for the mentally retarded people by giving guidance

- regarding mental illness to their relatives and suggest for the treatment.
- Distributing of books for HIV Positive children of the nearer area by the college.

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 5**

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	0	1

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

**Response: 25**

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

2017-18	2016-17	2015-16	2014-15	2013-14
5	13	4	2	1

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>



### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response:** 0.23

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	1	1	1

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt. or NGO etc.	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response:** 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	00	00	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	<a href="#">View Document</a>

### 3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

**Response: 5**

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	0	1	1

<b>File Description</b>	<b>Document</b>
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

Proper infrastructure facilities improve the productivity and knowledge of higher learning. Our college adopts systematic efforts to ensure constant and continuous updating in the infrastructure. The college is equipped with all the required basic amenities which include sufficient number of classrooms, laboratories and staff rooms to support the regular academic work. The institution upgrades the facilities whenever it is required. The college has established a planning board for creation and enhancement of infrastructure. The institution approaches RUSA for various funds. Head of the institute and infrastructure committee monitors and takes care of the creation and enhancement of the infrastructure.

1. The main building is four storeyed. It has enough classrooms, administrative offices, water and power supply. The administrative offices are adjacent to the principal's office. The built-up area of the college is 3300.00 square yard meters. The total carpet area of library is 770\*980.5 cm. The building has 37 rooms. 15 rooms are used as classrooms. The classrooms are fitted with black boards, enough benches, fans, tube lights, etc. They are spacious and well ventilated. We have furnished staffrooms, Library, examination room, women's room, reading room, sports room, NCC room, Psychology Lab, Computer Lab and ICT enabled seminar hall.
2. **Student's Class Room:** 15 (Room No. 114,115,117,109,110,111,217,218,220,303,313,314,315,316, Bisag:318) Approximately Student class rooms are capacity of 90 Students strength.
3. **NCC Room** : 01 (Room No. 317) is utilized for girls cadets for changing of parade dress etc
4. **Sports Room:** 01 (Old Building) is facilitated with well-equipped tools like wait lifting, exercise-cycle, treadmill etc. for use of sports students.
5. **Library Room:** 01(Room No. 219) all type of textual, competitive, research, magazine and news papers are available for students and teachers. Library is with free Wi-Fi network facility. The capacity of library for **students is 25**.
6. **Dell-cum-Computer Lab:**01( Room No. 220): 25+1 =26 computers with Wi-Fi facility fully equipped are available for students. **25 students** can use computer lab.
7. **Psychology Lab:**01(Room No. 304) 25 necessary psychology tools are available for psychology students. The students' capacity to use psychology lab is **25**.
8. **Foreign Language Room:** 01 ( Old Building)-**25 students** can sit in it.
9. **K. K. Shastri Museum:**01
10. **Auditorium Hall:**01( Ground Floor): Multi-purpose use of auditorium for workshops, seminars different training programme, medical camp, youth festival, various competitions and co-curricular activities for students..The capacity of students to sit in the hall is 150.
11. **Reading Room for Students:** 01:..One reading room is available for students for their study and reading. More than 30 students can use the reading room.
12. **Temple Management Diploma Course** ( Room No. 118)
13. **Skill Development GKS Room/ NSDL Room:** 01
14. **Girls Room:** 01(Room No. 201) more than 25 girl students can sit together in the Girls room for rest and refreshment.

All above facilities are well utilized for students for better teaching and learning process and we take special care of girls by providing them Girls room.

#### **4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities**

##### **Response:**

Extra-curricular activities: sports, outdoor and indoor games, NCC, cultural activities, communication skill development, yoga, health and hygienic etc. take place regularly in the college.

Curricular and co-curricular activities, classrooms, technology enabled learning spaces, seminar hall, tutorial spaces, laboratories and equipment's for Curricular and co-curricular activities, etc. functions on regular base.

- The college has necessary infrastructure facilities. The college is facilitated with well-equipped sports apparatus. Special Separate room has been provided to administer for the activities of sports.
- One NCC special Girls wing unit is allotted to our college.
- Special Separate room has been provided to administer the activities of NCC.
- College Ground is used for NCC pared and Class room for NCC lectures.
- To organise programme under CWDC, Auditorium Hall is utilised for guest lectures, workshop, curricular activities and co-curricular activities of the college.
- Cultural activities, seminars, workshops and other many more programmes take place in Auditorium Hall.
- Yoga programme is conducted at auditorium hall and occasionally in college ground.
- Language lab, computer lab, psychology lab, seminar hall and huge auditorium are there which are used continuously for academic functions conferences/seminars cultural programmes, curricular and co-curricular activities etc.

#### **4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc**

**Response:** 22.22

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 4

<b>File Description</b>	<b>Document</b>
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
any additional information	<a href="#">View Document</a>

**4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.****Response:** 0

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>

**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

Our college has a rich library having 5,918 books of various subjects. Students are encouraged to use the library regularly. Our faculty members, while having their lectures recommend various books of their respective subjects to the students so that they walk to the library and make use of books as their study material.

Our college has a well ventilated and spacious reading room where the students can study in a very quiet environment.

- Reading room has a total seating capacity of 20 students.
- The books are purchased on the recommendation of the faculty members. A lists of purchasing books is first approved by the respective HODs and then by the principal. There is also a library advisory committee which looks after the whole process.

Our college library has installed Soul software version-2.0 from 2013.

**4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment****Response:**

Our college library has 26 rare books and we try to enrich our collection of rare books with time. Besides,

it has the books required for the core subjects offered in this college. Our library possesses many books which students can use to make preparations for state and national level competitive exams. We have a very good collection of the books of Padmshree K.K. Shastri. The library has a good collection of CDs, journals and magazines which proves to be of great help for the students in enriching their knowledge.

The PDF file of rare books of Padmshree K.K. Shastri is attached in additional information.

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response:** 1.27

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.56	0.37	3.63	0.41	0.40

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### 4.2.5 Availability of remote access to e-resources of the library

**Response:** No

#### 4.2.6 Percentage per day usage of library by teachers and students

**Response:** 0

4.2.6.1 Average number of teachers and students using library per day over last one year

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi

**Response:**

- The college provides computer facility for the staff as well as students in computer lab with internet facilities on all working days.
- Number of computers with actual configuration: 30
- Computers Lab is connected by LAN.
- Namo WI FI facility available for students and staff members. Namo speed is up to 50 MBPS.
- WIFI network is available in Computer Labs having speed of up to 50 mbps (4G).
- LAN Configuration is available Computer Labs.
- CPUs in Computer labs are updated.
- The college provides computer and internet facility in the library.
- The college intends to upgrade IT infrastructure and associated facilities by purchasing new hardware as well as software for different departments, administrative offices, computer labs and library.
- The college continuously upgrades the PCs with latest configuration available in the market Windows '8' and '10'.
- The college provides LCD projectors to the faculties for better teaching and learning.
- The faculty members guide the students about how to operate computers, internet, printer, scanner etc.
- The computer technicians are always available for any need based assistance. Campus monitoring is done under CCTV surveillance.
- Total Computer Set : 57
- Projectors: 05
- Printers : 11
- Laptop : 02

- Fax Machine: 01
- Scanner : 02
- Xerox Machine : 01
- Printer with Scanner : 02

#### 4.3.2 Student - Computer ratio

**Response:** 27.2

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** >=50 MBPS

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

**Response:** 100

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



2017-18	2016-17	2015-16	2014-15	2013-14
12.55	3.15	19.61	15.89	10.44

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>

#### 4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

##### Response:

The college is run by Government of Gujarat. The maintenance of civil works and electric works of the college building and infrastructure is the responsibility of Road & Building Department. The new civil and electric work, augmentation and maintenance of government buildings are done by R&B Department regularly. Maintenance of government buildings is one of the functions of R&B Department. Our college is one of them. R&B Department prepares budget of all the government buildings and spends money for them. Therefore R&B cannot give us budgets and expenses done by them to the college separately. Instruments, equipment and other aids are purchased and maintain by the college. For example college purchases computer systems and whenever the requirements of the maintenance emerged, college calls respective technician to fix the problem.

The following physical facilities are maintained by R&B Department:

- **Building:**

The total area of K. K. Shastri Campus is 3.494062 Acres according to the plan. Construction area of the building is 3300.00 square meter. The entire building is used for academic and administrative purpose. As this is Government building the whole responsibility of its maintenance is under R & B department. The utility of the building is as follows:

- Principal's Office:01 ( Room No. 131)
- Non-teaching Staff Room: 01 ( with four chambers) ( Room No. 130)
- Teacher Staff Room: 04 ( Room No. 129,202,203,118)
- Student's Classroom:15 (RoomNo. 114,115,117,109,110,111, 217,218,220,303,313,314,315,316, Bisag:318)
- NCC Room : 01( Room No. 317)
- Sports Room: 01( Old Building)
- Library Room: 01( Room No. 219)
- Digital Educational Learning Lab (DELL)-cum-Computer Lab:01( Room No. 220)
- Psychology Lab:01( Room No. 304)
- ICT Class Room: 01 ( Old Building)

- K. K. Shastri Museum:01
- Auditorium Hall:01( Ground Floor)
- Reading Room for Students: 01
- Temple Management Room( Room No. 118)
- Skill Development GKS Room/ NSDL Room: 01
- Girls common Room: 01
- Exam Room: 01
- Wash Room: 09
- Store Room: 01( Room No. 302)

### **Ground and Garden:**

Garden is an art medium which means one can get as creative as one want. And it is demand of current time to have as much greenery as possible because of climate change. It is must for every institution to have a garden for its beauty's sake at least. And we have this ornament for our college that gives pleasure and creativity both. Ground is used for NCC pared and for sports activity equally.

- Maintenance of following facilities is done by the College as and when required:
- Furniture: College is fully furnished with the furniture for the academic and administrative purpose. It includes benches, chairs, stages, cupboards, computer tables, revolving chairs etc.
- Equipments:
- College is well equipped with the various requires instruments.
- Necessary instruments are available for cultural programme are available.
- Equipment for Psychology Lab is available.
- Equipment for Sports is available.
- All kind of Audio- visual aids for teaching learning purposes are available.

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 26.6

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
194	188	189	188	159

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses

**7. Yoga and meditation****8. Personal Counselling****A. 7 or more of the above****B. Any 6 of the above****C. Any 5 of the above****D. Any 4 of the above****Response:** E. 3 or less of the above

<b>File Description</b>	<b>Document</b>
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years****Response:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years****Response:** 7.83

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
90	44	80	37	21

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

**Response:** No

File Description	Document
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 0

#### 5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	0	0	0	0

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch)

**Response:** 38.96

#### 5.2.2.1 Number of outgoing students progressing to higher education

Response: 60

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 20

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	0	0	0	0

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

5.3.1 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) during the last five years.

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>

### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

#### Response:

#### Student Council Composition:

College has “Student Council” for every academic year.

The selection of students for council is done as per provisions of Gujarat University Act. University select and designate six/seven students in the Student Representative Committee (SRC) according to Merit System as per guidelines of the university:

SRC list is as following:

- 1.1 GS- General Secretary
- 2.1 CGS – Cultural General Secretary
- 3.1 GGS- Gymkhana General Secretary
- 4.1 LR– Ladies Representative
- 5.6 CR - Class Representative
- 6.2 FYBA CR
- 7.2 SYBA CR
- 8.2 TYBA CR

The present composition of “Student Council” (2018-19) is as follows:

#### Student Council Name of Student

- 1.General Secretary - Katariya Kamini Bharatbhai
- 2.Cultural General Secretary –Nair Shruti Santoshkumar
- 3.Gymkhana General Secretary- Barot Kinjal Shambhubhai

4.Ladies Representative-Tundiya Kaminiben Rameshbhai

5. Class Representative - 1) Pinjara Anjumanbanu Usmanbhai

FYBA 2) Rajpurohit Mulsinh Arjunsinh

6.Class Representative - 1) Parmar Sangitaben Ishavarbhai

SYBA 2) Jajoriia Nikita Rameshvar

7.Class Representative - 1) Prajapati Nimishaben Nareshbhai

TYBA 2) Soni Shweta jitendrasinh

### Functions of Student Council

The student council helps to share student's ideas, interest and concerns with teachers and principal. Student council works with students to resolve problems of the students related to the infrastructure of the college, syllabus etc. and try to solve it.

- To maintain discipline of the college
- Help to solve problem to make the college a better place to learn.
- Work on college projects that help the community.
- Work on extracurricular activities which help to enhance student's capacity in various ways.
- Bring the ideas, interest and concern of students to the meeting.
- Encourage other students to get involved in students council activities.
- Provide volunteer service during college function.
- Assisting in mentoring first year students.

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response: 1**

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1



File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

#### Response:

The college has a registered Alumni Association from the year 2013. Alumni meet is conducted every year. Alumni are invited for motivational interactions with the students and share their experience. Apart from the general alumni association, every individual department also takes care and concern of its own separate association. Institution has developed a database of all alumni with their personal and professional information.

The association is actively involved in the development of the institute with indisputable commitment. Active alumni Association is a bridge to set up relationship between the alumni and the staff and students to help the institute in its ongoing developmental efforts. Alumni association also conveys message to the current year students Social awareness programs, employment, career and placements at the alumni meet.

- They are ready to teach and train our present students in their respective subjects.
- They guide for preparation of competitive examinations.
- They help for placements.
- They guide for career counseling.
- They share their experiences and tips with NCC cadets.
- They share their skill based knowledge.
- They guide in cultural activities.
- They help and support newly entered students of our college for PG in the university.
- They organized question answer session with present students to solve their queries.
- They help them in educational tour.
- They guide for sports activities and competitions.

### 5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** <1 Lakh

<b>File Description</b>	<b>Document</b>
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response:** 5

##### 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

<b>File Description</b>	<b>Document</b>
Number of Alumni Association / Chapters meetings conducted during the last five years.	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

**Response:**

**Vision :**

- To provide quality education to the students to face challenges and to inculcate the latest trends in teaching learning activity.
- To cater the needs of the environment and ethical values in the mind of students to become good citizen and entrepreneurs.
- To make proficient and excel in every field and to inculcate moral values in behavior.

**Mission :**

- To develop value base quality in the life such as good moral conduct, humanitarian approach, discipline, reverence for nation.
- The mission of the college is to provide value based education and to bring out the hidden potentials of the students to equip them to approach life with optimism.
- To encourage curiosity and commitment in thinking and action.
- To boost interest in academic activities along with individual personality development.

**Objectives:**

- To provide good facilities and infrastructure in education and learning.
- To give chances for the downtrodden masses to attain new heights.
- To enhance research awareness by conducting events like national and international conferences, workshops on research methodology.
- To create self confidence in the students by offering them ample scope for active participation in various activities.

When our Honorable Prime Minister Mr. Narendra Modi was Chief Minister of Gujarat, it was his vision to establish this college for those students who comes from backward background.

Refecation of vision, mission, objective and core values is in tune with following policy, strategy, activities, etc.

- Quality education is system that make student better. Government arts college Maninagar tries to increase students' creativity by introducing various activities along with syllabus.
- College tries to cater the needs of ethical values in minds of students. To behave ethically is to behave in a manner consistent with what is right and moral.
- Ethical values such as respect for others, honesty, self-discipline, hard work, love of learning and appreciation of diversity are some of the core values that college expects. And in this respect college organizes various programme to cope up with these values.

- The college applies various strategies so that the student and society can get benefit of the college by organising students oriented programs, teacher oriented programs, community oriented programs, Alumni meetings to encourage the students to participate in the development of the college, arrangements of seminars, NCC activities, participation in the university youth festival and sports events etc.
- Infrastructure plays a budding hand in creating a favorable environment for students' growth. This college has enough class rooms, laboratories, and equipment for psychology lab and DELL lab.
- College encourages students and teachers to enhance research activity. In this respect it organizes seminars, workshops, and conferences. College publish book on research articles and teachers and students are invited with their articles to publish in it.
- Most of the students seeking higher education in this college are from eastern part of Ahmadabad which is comparatively economically weaker and socially backward area than any other areas. The college has thus made higher education accessible to the deprived lot.

### 6.1.2 The institution practices decentralization and participative management

#### Response:

The college frames different committees for smooth functioning of participative management and decentralization every year. The committees/cells are formed with the help of principal IQAC and student representative committee. Each committee / Cell is governed by faculty members and student representative. All the faculty members perform their duty with enthusiasm and dedication. All committee run by committee members according to rules and regulations prescribed by the college.

Principal is the main authority of the committies given below.

#### case study showing decentralization and participative management in the institution

The college receives a letter from Gujarat University regarding Youth festival and hands over to the IQAC which consideres and forward to cultural committee. Cultural committee properly works out on different activities and starts functioning on it. The committee circulates a notice to the students. The committee organizes competitions of different activities at college level and finds out the best potential students and prepare them for youth festival. Those who are selected are polished by the experts of the activities and then committee send them to University youth festival. Rest participants are motivated for talent programme organized by the college. Principal of the college motivates and appreciates the committee and the participants.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

**Response:**

All departments of the college submit their future progressive plans to the IQAC. IQAC studies the plan and give some suggestion and guide for further modification and implementation.

For instance in the academic year 2016-2017, Gujarati Department had submitted a plan to organize an International Conference on the topic of “Linguistic problems in Gujarati literature” in March 2018. The Department had arranged the meetings and formed various committees to perform different duties for smooth functioning of the conference. Department had invited guest speakers to deliver their speech on the related topic. International Conference was successfully completed with continuous guidance of the principal and with keen help of all the faculty members.

**Future Plans of the year of 2018-19:**

No.	Name of Activity	Deployment	Beneficiary	Budget (Rs.)
1	<i>Vivekananda Jayanti</i> <i>Yoga Shibir, Academic Visit</i>	Sanskrit Dept.	100	6000/-
2	Academic Visit	Gujarati Dept.	80	3200/-
3	Social Survey conducted by Students, Academic Visit	Psychology Dept.	50	5000/-
4	Co-operation classes, field visit	Economics Dept.	36	2000/-
5	Field visit	Indology Dept.	20	1000/-

**6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism****Response:**

The college is run by the Education department, Government of Gujarat. The governing body is the Director of Higher Education and principal is the highest authority of the college. The college is governed by the principal. The principal has academic and administrative staff for the management of the college. Administrative set up and establishment of staff is as per government norms. Recruitment of the staff, service rules, procedures, promotional policies, etc are directed by higher Education Department. The college has administrative staff for smooth administration and academic staff for academic activities. In the administrative Department college has Head clerk, senior clerk, junior clerk, peons and librarian. Academic department involves HOD, Associate professors, assistant professors, contractual lecturers, visitors and Physical education director. The college has constituted various committees / cells to carry out co-curricular and extra- curricular activities. The college has grievance redressal cell for staff and students.

The college follows the rules and regulations of Education Department monitored by the Director of Higher Education. Principal governs college through IQAC, Administrative staff, teaching staff and Librarian. For the participative management college has SRC and various committees. IQAC plays an

important role for qualitative aspects of each activity. All the bodies, cells and committee function in proper mechanisms. Anti-raging and anti-sexual committees take strongly preventive measures so that college does not find any complaints regarding them. College has put a suggestion/ complaint box for students. Suggestions are scrutinized and take required actions. If complaint is not resolved by in-charge teacher or person then it forwarded on the way to Head of Department. Head of Department know the matters and forward this towards the concern committee or Bodies or cells. Whatever action taken by concern cells it reported to the IQAC and Principle and action is taken. In this way all the grievances and its action taken takes place in the proper chain mechanism along with functioning of the different academic and administrative bodies, cells or committee.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

**Response:** A. All 5 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	<a href="#">View Document</a>

### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

**Response:**

College is running smoothly with academic activities effectively. Different bodies, Cells and committees are actively working with rules and regulations.

**Example of Effectiveness in Sports committee:**

Out of all mentioned committee Sport committee is one of them. The Committee has decided to celebrate sports day in the college. The Committee and Physical education Teacher have planned for sports day calibration and put the proposal to the IQAC. IQAC has discussed and permitted for the same. They have decided the day, Date and different activities. They informed the students through Notice and encouraged them for participation. Many students participated in the competition. Winners of the competition got prizes and certificates from the principal and guest on the annual day.

**Anti-Sexual Harassment Committee**

According to the suggestions given by Principal & College Council, the Anti-sexual Harassment Committee council and assured about women's security time to time during practice in every academic year. The committee is very active for prevention. Therefore, no grievances produce in the college.

**Anti-Ragging Committee**

This committee makes the students aware about the controlling measures of raging activities within the campus every academic year. It ensures the youths with the help of UGC rules & regulations and the criminal offence acts. It prevents such issues.

**Grievance Redressal Committee**

This committee encourages & ensures the youth how they are incubated in the institution. There is redressal system to tackle the academic and administrative grievances if any. As and when the committee receives any issue, it takes actions promptly after getting more information and solves it.

**6.3 Faculty Empowerment Strategies****6.3.1 The institution has effective welfare measures for teaching and non-teaching staff****Response:**

At present the college has not formal mechanism for financial welfare measures but informally colleagues support them who needs. It is effective as the staff members feel the family atmosphere. College may establish formal system in future.

All the faculties are encouraged to pursue higher studies. They are motivated to conduct research and also publish their research paper in reputed journals. They are impetus to attend refresher courses, orientation programmes, related in their area of specialization. Regarding salary and other perquisites, the college

follows the laws of the Government of Gujarat.

The students are considered to be the center of the working procedure of this college. The college aims to provide quality education to the students of the nearby area. Hence the teaching and non-teaching staffs are now and then motivated to participate in various workshop and seminars.

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 1.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	2	2	1



File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	<a href="#">View Document</a>
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

#### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 47.28

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	5	5	9	5

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

#### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

- To evaluate the performance of the faculty in teaching and non-teaching staff of the institute, the mechanism of self-appraisal system is executed on the basis of the norms of UGC and rules of the government are followed. Both formal and informal means are used for evaluating the performance of the teaching and non-teaching staff of the college. The college teacher has to submit his/her self-appraisal reports signifying the work-load, participation in various seminars, conferences, workshops and symposia and involvement in curricular, extra-curricular and extension activities.
- Teaching staff has to submit the Academic Performance Indicator form prescribed by the UGC under Career Advancement Scheme to the IQAC. IQAC verifies and reports to the principal which is submitted to the Director of Higher Education for promotion.
- The formal mechanisms for the evaluation of the Performance of the faculty are self- appraisal report and feedback by Students.
- The informal evaluation is done through surprise visits to the class by the Principal and casual

conversations with students, parents, alumni and colleagues are used to assess the performance of the staff.

- The office work is systemically distributed among the non-teaching staff by the Principal and supervised by the head clerk and then s/he submits their report to the principal.

#### Appraisal to Principal.

- Principal of the college collects and verify Confidential Report of all the faculty members in prescribed format given by Government of Gujarat at the end of the financial year ( 31st March ), and give remarks for the same and forward it to Director of Higher Education Gandhinagar.
- In this way, for all the teaching staff members there are two types of appraisal system and for non-teaching staff Confidential Report system exists.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The financial resources of the college are managed in a very effective and foolproof manner. The college receives funds from various sources. There is a fully computerized account department in the college. Each and every transaction is supported by the vouchers. All the collections are deposited in the bank. There are two types of audits –internal audits and statutory audits (Accountant General-Rajkot) take place at the college.

The accounts of the institute are subject to audit by the External qualified Chartered Accountant appointed by the institute before 31st March. The college being a government body of the Government of Gujarat the accounts of the college are firstly audited by above the CA. The audited report by the external CA is documented by the principal. The Government deposes its audit team through commissioner of Higher Education (CHE) and AG RAJKOT. Audit team workouts as per their convenient time to conduct the audit of the salary as well as non salary grants received.

	Audit done by	Year	Audit date
1	CA appointed by the institute	Every year from 2007 to still continue	After Every Financial Year
2	COMMISSIONER HIGHER EDUCATION	OF 2007 – 2008, 2008 - 2009	20/05/2009
3	COMMISSIONER HIGHER EDUCATION	OF 2009 – 2010, 2010 -2011, 2011 – 2012,	16/04/2012 TO 20/04/2012
4	COMMISSIONER	OF 2012 -2013,	07/07/2016

	HIGHER EDUCATION	2013 -2014, 2014 -2015	
5	AG RAJKOT	June 2007 to March 2016	29/06/2016 to 02/07/2016

The Government deutes its audit team to our college and audits. If any objection is made by the audit team, the same is compiled before the next claims are submitted. The qualified remarks given by the auditor is taken into consideration in the forth coming years. The audit of the college is done every academic year by the External qualified Chartered Accountant appointed by the institute.

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

**Response:** 5.91

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.69	1.08	1.95	1.65	0.54

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

- College has decided amount of grants needed and according to that apply to the government for it. DHE –Director of Higher Education considers the grant as per need. DHE disburse the grant to Treasury office of government of Gujarat under the Head of **587** cardex number of our college.
- The college, governed by Government of Gujarat has a well formulated financial policy, which ensures budget prepared well in advance after taking into consideration the requirements of every department. Every department is expected to provide a list of requirements such as equipment, computers, instruments as well as consumables required for the every academic session. Accountant prepares budget of the college according to requirement of the college and is sent to the DHE for further consideration and sanction.
- The Principal forms a Purchase Committee for fund mobilization as per the government purchase

procedure. The Purchase committee works on the requirements and decides the priorities while allotting grant and ensures the optimum use of the available financial resources.

- The Purchase Committee studies the annual expenditure, scrutinizes the budget and provides opinion for efficient use of financial resources before making major purchases of equipment.
- Committee ensures that the correct equipment with the right specifications is procured at the best prices.
- Books, journals and reference books are purchased for undergraduate and for competitive classes special library grant is given by the director of higher education government of Gujarat.
- College strictly adheres the Government Purchase Policy for optimal utilization.

## 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

#### Response:

1. For enhancing the process of teaching and learning IQAC takes the initiatives to implement the ICT like LCD projector for seminars, animated videos, recorded lectures from open e-resources, etc for better implementation of ICT by using the Wi-Fi free campus and utilized by teachers and students, easy to assess the open e- resources, National digital Library, *etc.* Most of the faculty of the college use ICT during their regular teaching-learning process and for better implementation. Internal training of the students is also carried out. Use of ICT in the teaching-learning makes effective curriculum delivery.

2. IQAC promotes enhancement of teaching- learning as well as placement of the students. Every year more than two placement fairs at the college are organized by the IQAC with the help of Government of Gujarat. Different companies are invited for the job fair. Students of the college and outsiders also get the benefits of the placement. They are appointed in different companies as per their qualification and well developed skill. Job Fair is one of the best practices of the college.

### 6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

#### Response:

The college has established an Internal Quality Assurance Cell (IQAC) on 03/07/2015. IQAC monitors teaching-learning process with different parameters and discusses with faculty, students and the principal.

#### 1. Review & Suggestion: (2015-16)

IQAC continuously monitored teacher-student ratio and found that it was falling short. Due to that syllabus completion find very difficult. IQAC found urgent need of teachers and suggested the principal to appoint visiting faculty to complete syllabus.

#### Implimentation:

As per the suggestion of IQAC the principal appointed visiting faculty in some departments so that syllabus could be completed as per calendar of the university and the college.

## 2. Review & Suggestion: (2017-18)

IQAC found need to improve use of ICT enabled facility in the college for better teaching learning processes. IQAC informed to the principal and discussed about urgent need of ICT. The ICT facilities were made available by the principal by providing sufficient number of projectors to department, e-access facility in library etc.

Reforms:

ICT is necessary tools for better teaching learning for teachers as well as for students so the principal sanctioned to purchase new projectors. Teachers started to use of ICT in their classroom teaching.

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 6.4

#### 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	10	14	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

### 6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	<a href="#">View Document</a>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

#### **6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)**

**Response:**

- The college interacts with IQAC from time to time on various points like infrastructure, support facilities, academic improvements etc. on the basis of opinion of IQAC. A number of incremental improvements are found. Such as:
- Physical facilities like ICT unable classrooms, computer-lab, with all facility as per capacity of students.
- Library increases number of books by purchasing text books, reference books, general knowledge books etc.
- To improve use of ICT based technology, most of the classroom with projector and internet facility through free Wi-Fi, extension of library also carried out for providing better provision to student and teachers which increase the capacity of reading room with collection of books uplift in every year.
- College provides skill based vocational training programme.
- College provides placements for the students.
- College provides separate sports room.
- Free Wi-Fi facility provided to enhance the activity through ICT by teachers and students by free accessing national digital library, e- resources. Institute take cares about the security of college and campus have made under CCTV Surveillance.
- College provides special girls room for girls.
- College provides reading room for students.

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 13

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	5	5	0

#### File Description

#### Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

#### 7.1.2

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

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

**Response:**

Our college organizes various programs related to the safety and sanitation of girl students also conducts campaign on menstrual hygiene. CCTV cameras have been installed at various locations in the campus for monitoring security and safety. It also arranges number of activities such as poster exhibitions, street plays to deliver the message of safety, security, sanitation, issue related to the women and girls.

#### Counseling

- In the campus, counselling is provided to all the candidates approaching to the counseling cell. Counselling cell works as an important body in the campus.
- Help and assistance is offered to all the students in selection of subjects with special attention being given to girl students.
- Psycho-socio support to girls is provided through counseling, with the help of the faculties of the college.
- College organizes personal counseling session with the girl students whose performance is not satisfactory.

- The Centre for Career Guidance and Placement provides counselling to the girls on careers and higher studies.
- Sensing the needs of the students, the department of Psychology tries to help the students through counselling in case of stress, depression and low self-esteem to girl students.
- College has an NCC unit for girls which promotes girl students for better career and enhances self-confidence.
- Workshop on Beauty & Wellness and Jewelry making are organized at college to attract girl students in the college.

### Girls room

- College provides special facilities for girls like Girls Common Room.
- Girls Battalion Room is also placed in the college.

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 65.99

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 8799

7.1.3.2 Total annual power requirement (in KWH)

Response: 13333

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 0

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 13333



File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

### 7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

#### Response:

##### Solid waste management:-

- The College has a suitable waste management system for safe disposal.
- Dustbins are placed at every department which generates waste.
- Every year, we store dead stock scrap materials and papers to recycle at the end and dispose of.
- Labors are appointed to collect waste from different cabins and disposal of this waste is transported to the regional disposal place provided by municipality.
- Plastic waste is eliminated by natural method.
- Paper waste is collected from different department and transported to a paper stock dealer for recycling.

##### E-waste management:-

- E-waste is hardly generating in institute on minor level.
- After the end of lifetime, computers and their accessories are disposed in a proper way.
- College building is built up by R & B Department, Government of Gujarat and they have followed the rules and regulations of Ahmedabad Municipal Corporation (AMC). College has well structured drainage system of waste water and liquid waste. It is connected with the drainage line of AMC. In this way liquid waste is properly disposed at the college.

### 7.1.6 Rain water harvesting structures and utilization in the campus

#### Response:

Over the years, the rising populations, growing industries and expanding agricultural practices have raised the demand of water supply. Monsoon is still the main hope and source for human beings and all. Hence water conservation had become need of the time. Rainwater harvesting system is a way to capture the rainwater at the time of downpour. Store that water above the ground or charge the underground water and use it again later on. Government Arts college is located in eastern area of Ahmedabad of Gujarat. 7 colleges are run under the whole campus of K.K shashtri educational complex with big buildings. Science College is also one of them. Harvesting system is available in the campus of college. So the reason for collecting and using rainwater for better uses for all colleges under one campus.

**7.1.7 Green Practices**

- Students, staff using
  - a) Bicycles
  - b) Public Transport
  - c) Pedestrian friendly roads
- Plastic-free campus
- Paperless office
- Green landscaping with trees and plants

**Response:**

Our college is highly committed to protect and preserve the environment and encourage environmental consciousness among the students and staff by following green practices.

**a) Bicycles:**

Most of students commonly use bicycles. Our mainstream students belong to economically weaker class.

**b) Public Transport:**

Some of the teaching and non- teaching staff uses public transport every day. Students also prefer and enjoy public transportation system.

**c) Plastic free campus:**

Efforts are underway to reduce the use of plastic bags in campus. College campus has developed a plastic free culture. We do not have plastic waste in the campus. Student volunteers, NCCcadets and college staff willingly work towards a plastic free campus during college hours.

**d) Green landscaping with trees and plants:**

The campus is quite green with a diversity of trees in the campus. Our college has planted and well grown all the trees in the campus which are evident. Some plants pots are also grown in the college campus.

**e) Green Campus:**

Green Audit was carried out by the IQAC. The M.S. University, Vadodara, examined, audited and declared as Green Campus.

**f) Other Practices :**

- The students are asked not to throw plastic and other garbage here and there.
- Sweepers are employed to keep the campus clean and to water the plants and trees regularly.
- We also avoid practice of destroying wastes in the campus
- Chewing of tobacco, smoking or other such habits are strictly prohibited in the campus.
- The students are explained about the awareness of environment in the lectures in related subject.

- Campus is surrounded by well-established RCC road to make it pedestrian friendly.

### 7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

**Response:** 7.94

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.67	0.43	0.77	0.61	0.51

File Description	Document
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>

### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

**A. 7 and more of the above**

**B. At least 6 of the above**

**C. At least 4 of the above**

**D. At least 2 of the above**

**Response:** C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
link to photos and videos of facilities for Divyangjan	<a href="#">View Document</a>

### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response:** 36

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	14	3	7	6

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

**Response:** 8

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	0	3	2

File Description	Document
Report of the event	<a href="#">View Document</a>

### 7.1.12

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response:** Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

**7.1.13 Display of core values in the institution and on its website**

**Response:** Yes

File Description	Document
Provide URL of website that displays core values	<a href="#">View Document</a>

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**

**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics**

**Response:** Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 38

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	6	6	9	8

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**

**Response:**

The college has been regularly arranging various programs and the students have been participating with interesting in all activities inside and also outside the college. College organizes number of programs like celebration of national festivals such as Independence Day, Republic Day etc. with great involvement of students and faculties, by organizing the events related to the concerned programme to motivate and inspire students with great history of India. Along with this, institute celebrates birth and death anniversaries of great Indian legends like father of nation Mahatma Gandhi, Sardar Vallabhbhai Patel, LalBahadur Shastri, Dr. Babasaheb Ambedkar, Jawaharlal Neharu, Shri K.K. Shastri, Swami Vivekanand, Dr. A. P. J. Abdul Kalam, and many more to know and aware the students about their great works in different sectors to build the great nation. The college also celebrates different religious festivals like *VasantPanchami*, *SarsavatiVandana*, Sanskrit day, *Sanskrit Saptah*, *Gurupurnima*, Teachers' day, Woman's day, International Yoga Day to help the students to develop the spirit of respect towards all religions.

### 7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

#### Response:

- The college has a transparent system of accounting.
- Reserve and endowment fund is maintained college regularly by account office of the institute.
- The budgetary provision is there for whole through the financial year.
- The principal is free to place any budgetary requirements.
- The utilization of budgetary fund is monitored by the Office of Director of Higher education.
- The salary of each and every employee is deposited in their salary accounts.
- The employers have been given their pay through net-banking (IFMS) deposited in their salary accounts.
- Every transaction is supported by vouchers and all the collections are deposited in the bank.
- Fees are collected from the students as per Gujarat University norms.
- Audit takes place regularly by the Director of Higher Education office and A. G. Rajkot in our college.
- Offline admission process of the college was used before 2011-12. Since 2011-12 online admission system has taken place. And students are admitted according to the rules and regulations of the university.
- Fees are collected as par the rule of education department.
- Subjects are offered by the university according to the need of the students.
- Students' choice for the college remains on his/her merit.
- Examination schedule of internal and external examination is determined by the university. And college has to follow it.
- Internal result sheet is displayed on the notice board by every teacher and if there is any query of the students, it is solved as early as possible.
- Salary is given to the employer by the college directly in their accounts who are appointed through Outsource Agency.
- Each and every item is purchased through government purchase procedure.

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

#### Response:

#### 1. Title of the Practice

“Job Fairs- Placements”.

#### 1.1 Objectives of the Practice

- Students/outside get placement which is very urgent need of current situation.
- Students/ outsiders get placement according to their education/degree.
- To enable them to be helpful to the family.

- To enable them to come out of the frustration regarding unemployment.
- To enable the students to fulfill the desire of his/her aim of life.
- To give him chance to select the area of his interest.
- To increase his/her self confidence.
- To increase his/her ability to work effectively.

## 1.2 The Context

Job fair can be a good place to meet potential employers and learn about carrier opportunities in our field. Government arts college, Maninagar is going to organize job fairs. But there are some challenges like everything goes according to the plan or not. And what are the special needs that we want to put forth to fulfill the task. It is not only for the college students but also for those who are needy youngsters of this area. College formed committee first to formulate goals to achieve through it. We kept in mind about the format of the event like its concept, timing and duration. Invited firms/ companies go according to their plan to give placement. And sometime it happens that written tests are conducted which take time so that college has to provide facility to stay up to the time. Some time it happens that job is provided according to the need of the students but he/she has their other reasons not to join it. And everybody is interested in government job for the purpose of life security of the job. So they do not take interest in private sectors.

## 1.3 The Practice

### Uniqueness:

- Firms get wide opportunity in selecting candidates of their expectations through this job fair.
- It becomes possible for the students to choose the interest of his/her work area.
- Through this kind of job fair a firm has a list of skilled and qualified candidates so that one is not joining a company has chance to fill the post from the waiting list.
- Students who come from economically backward area can have a chance to choose the job keeping in mind the college hours. In this way he/she can be helpful to the family.

### Limitations:

It is found that students do not possess basic knowledge of English so the firms do not appoint them even though they have other good skills.

## 1.5 Evidence of Success

Government arts college, Maninagar does continuous efforts to organize job fairs. Not only this career oriented activities and vocational training programme are organized in support of it but also more than 25 job fairs have been organized within last two years. And number of students and outsiders has been employed due to the positive actions taken by the college.

- In the year 2015-2016 a job fair was organized in our college and 845 candidates are benefited by it.
- In the year 2016-2017, 4028 candidates can be able to get job though this job fair.
- In the year 2017-2018, 3287 candidates are lucky enough to get job by this job fair.

The above data are certified by the Director of Placement office, Labor and Employment Department,



Ahmadabad, Government of Gujarat and gave certificate to our college.

## 1.6 Problems Encountered and Resources Required

### Problems Encountered:

- It becomes difficult to manage the crowd because of the lack of enough rooms and human resource.
- The job fair environment is usually loud and crowded, which can make it a challenge to communicate, ask questions or even fill out an application.
- Every candidate cannot get benefit out of it. E.g. If candidate is most educated, qualified but he/she is shy or introverted. So it will be difficult for him/her to make good impression in the job fair.

### Resources:

Public notice issued by placement office through local newspaper and leaflets are distributed in this area. Brochure is prepared regarding the job fair in full fledge and send to various agencies to make them familiar about it.

## 2. Title of the Practice

“Vocational Training”.

### 2.1 Objectives of the Practice

- To enable the girls’ students to acquire useful knowledge regarding the above activities that will be useful in their future life.
- To enable the students to develop their skills in order to become competitive for the market.
- To develop a healthy attitude among students towards work and life.
- To enhance individual employability.
- To provide an alternative for those intending to pursue Higher Education without particular interest or purpose.
- To prepare students for identified vocations spanning several area of activity.
- An emphasis in vocational education will also be on development of attitudes, knowledge and skills for entrepreneurship and self employment.
- To give opportunity for professional growth.

### 2.2 The Context

- Students come from economically backward class and so they are not able to pay fees. In that case institute helps them to pay the fees.
- Three months training programme has to be finished within 15 days is a challenge for a college to manage it. The college helps them to pay the fees.
- It is difficult for the all the girls students to spare extra time to do vocational training with college education.

### 2.3 The Practice

Uniqueness:

- The girls are empowered to discover their personalities, their desires and motivations through training.
- Secure employment at the end of the whole course.
- It is challenging to set the vocational training time within college time table.
- Students do not prefer to stay longer period of time.
- For further course students do not apply because of money matter.
- Students cannot buy costly materials for the respective course. In this case college helps them in providing materials.

#### 2.4 Evidence of Success

- College has organized many vocational training for girls like glass painting, photo frame, jewelry making, beauty parlor, acupuncture etc. from the year of 2014 to till continue. Photos of the training are available.

#### 2.5 Problems Encountered and Resources Required

- All girls are not interested to take part in it because of money problem as they come from economically backward family.
- Family does not allow girls students to spare extra time in the college even though it is benefited for them.

With these two best practices college also conducted Gujarat Public service commission classes for students. College organized programme for HIV affected children and woman for their guidance. College students also taught school students coming from economically weaker family.

### 7.3 Institutional Distinctiveness

#### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

##### Response:

K.K. Shashtri name is given to our campus in the year 2007 by our honorable former C.M. of Gujarat and present P.M of India Shree NarendrabhaiModi. Shri Keshvaram Kashiram Shashtri is his full name and he was popular by the name of Keka Shastri. He was born on 28th July 1905 at Mangarol in Junagadh district of Gujarat. He was the founding leader of the *Vishwa Hindu Parishad*. Honorable Naredra Modi honors K.K.shashtri as one of the greatest scholars of the Gujarati language. Shashtriji also led the *Vishwa Hindu Parishad* in Gujarat, and died in 2006 at the age of 101years.

Keka Shashtri is a chapter in our glorious legacy. He was a student of our culture and religion. Keka Shastri, observer of the *Bhagvad Gita's* values has given benefits to countless generations to follow. He was a scholar and a scientist. He lived a life of enthusiasm and dedication. He was a crusader for the Gujarati language.

He was honored as Padmashri by the president of India. He guided more than 22 researchers in completing their Ph.D degree and more than 1500 other graduate students in Gujarati Literature. He was regarded as mobile dictionary of Gujarati Language, Grammar as well as Vedic Literature. A Guide and patron to innumerable students, followers and workers .Shashtriji himself was an institution. Besides 240 books to his credit and he has written more than 1500 research papers in Gujarati, Sanskrit, Hindi and English languages.

### **Padmashri K.K. Shashtri museum at our institution**

It is great pleasure of our college to have one of the best museums of K.K. Shshtriji. K.K. Shashtri was awarded with Padma Shri for recognizing his talent and outstanding services to the Gujarati literature. He was awarded gold medals from *Gujarat Sahitya Sabha*, *Gujarat Itihas Parishad* and *Nadiyad Pustimargiya Library* and bronze medal from *Gujarat Research Society*. All his valuable literature is very important and helpful to our students in research. Number of medals awarded for various activities are kept there in the K K Shastri museum. His inspirational and motivational life inspires and motivates us to be a good human being. His blessing is always with all the institutions of the campus and students.

### **List of Awards and Certificates at state and national level of K.K. shashtriji -14 National and 86 state awards and cerificates**

#### **National awards to K.K. shahstriji**

1. **Padmashri award Delhi 3/4/1976**
2. **Padmashri Certificate Delhi 3/4/1976**
3. **Vidhyavachaspati award from Akhilbharatiya Sanskrit sahitya Delhi 2006**
4. **Mahamahimopadhyay award from Lalbahadur shashtri Sanskrit vidhyapith New delhi 2005**
5. **Bharat-bharati Ratna Hindi Sahitya Prayag U.P 1999**
6. **Sanmanpatra from Hindi sahitya samelan Ujjain M.P 2005**
7. **Sanmanpatra from Madhyapradesh 1979**
8. **Sanmanpatra from Mirasmrutisanshtan Rajsthan 2005**
9. **Sanmanpatra from Hindi Sahitya Samelan Prayag 2007 etc and more than 80 state level awards and certificates awarded to great scholar K.K. Shashtriji.**

**K.K. Shashtriji died September 9, 2006 in Ahmedabad at the age of 101.**

## 5. CONCLUSION

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### Additional Information :

- Recognition of college under section 2(f) of the UGC Act 1956 on 8 March 2011.
  - Declaring a college fit to receive central Assistance under section 12 (B) of the UGC Act 1956 on Date -14 Dec 2012.
  - Received Certificate with “A” Grade from Education Department Government of Gujarat for best performance in AAA.
  - Received Certificate from Ahmedabad District Employment Office for organized number of Job fairs.
  - Received certificate for excellent performance in *Saptdhara Cultural Programme* at Grand Education Fair 2018 on 2 to 5 February 2018 organized by Education Department, Government of Gujarat.
  - Received *Vijaypadma* award for *Sanskrit MandalGan* from *Bruhad Gujarat Sanskrit Parishad* Ahmedabad.
  - Received Appreciation certificate for best social activities like awakening awareness in society by connecting HIV affected people with the students of the college since 2013 from *Bharatiya* Education trust Ahmedabad.
  - Received appreciation letter for the volunteering activity like valuable efforts in Educational field of the students from YUVA unstoppable organization, Ahmedabad.
  - Organized International, National and State Conference, Seminars and workshops.
1. Gujarati *Lekhanshuddhi ane Bhashakaushal*.
  2. *Shri K.K.Shashtri Ka Vidvadhkarma: Vividha evam Vimarsh*.
  3. Contribution of Swami Vivekananda’s thoughts in Humanities.
- Published Compilation of Research Articles books of Teachers and students.
1. MIDNIGHT AURA
  2. ETERNAL FLAME
  3. LUSTER BEAM
  4. DIMENSIONS OF WOMANHOOD
  5. LIGHT OF WISDOM
- Every year organized Annual Day for distributing certificates, Medals to winners of the different competition and activities in whole year.

### Concluding Remarks :

Government Arts College, Maninagar, is affiliated with Gujarat University, runs six programme in B.A like Sanskrit, English, Gujarati, Psychology and Economics. In addition to it, an Indology, a unique course is introduced. Curriculum prescribed by the University is followed. Feedback System for teachers and students is facilitated on the website.

Establishment of the college in this area is preplan just to serve the economically weaker students of the area.

Every year more than 600 students take admission and get degrees. Teaching learning takes place with the use of ICT in the classroom. College encourages teachers for research related activities and for participations in seminars, conferences, workshops etc. College organizes workshops in this respect. Articles written by the teachers are published regularly in the journals and books. KEKA magazine is published from the year 2008.

Physical infrastructure of the college is enough to provide adequate facility to the students. It is well equipped with ICT facility. Library is enriched with books, reference books, journals, magazines, C.D, etc. which is effectively used by both teachers and students. Separate rooms for sport, NCC, girl's room, multipurpose Hall is there. KEKA shashtri Museum is also there in our College.

Students of SC, ST, OBC are benefited with Scholarship given by Government of Gujarat. Every year Placement Fair is organized in the college and students get benefit of it in getting job. Alumni Association remains active throughout the year.

College strictly follows the vision, Mission and objective already established by the college and tries to keep pace with the objective of the Higher Education. Various cells are established and skill development programme are run by the college.

For the overall development of the students various co-curricular activities regularly organized during entire year and great number of students takes part in it. Girls BN NCC Unit is there in the college through which various social activities take place. Within very few years we have come across to the golden path of knowledge and wisdom.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.2	<p>Number of certificate/diploma program introduced during the last five years</p> <p><b>1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>2</td> <td>0</td> <td>2</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>1</td> <td>0</td> <td>2</td> <td>4</td> </tr> </tbody> </table> <p>Remark : As per documents provided by HEI.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	0	2	0	2	4	2017-18	2016-17	2015-16	2014-15	2013-14	0	1	0	2	4
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	2	0	2	4																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	1	0	2	4																	
1.2.1	<p>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p><b>1.2.1.1. How many new courses are introduced within the last five years</b></p> <p>Answer before DVV Verification : 16</p> <p>Answer after DVV Verification: 14</p> <p>Remark : As per provided prospectus in 1.1 extended level.</p>																				
1.2.3	<p>Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</p> <p><b>1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>36</td> <td>68</td> <td>59</td> <td>49</td> <td>46</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : Relevant supporting documents not provided by HEI.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	36	68	59	49	46	2017-18	2016-17	2015-16	2014-15	2013-14	0	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
36	68	59	49	46																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	0	0	0	0																	

2.2.3	<p>Percentage of differently abled students (Divyangjan) on rolls</p> <p>2.2.3.1. Number of differently abled students on rolls          Answer before DVV Verification : 4          Answer after DVV Verification: 4</p>																				
2.4.3	<p>Teaching experience per full time teacher in number of years</p> <p>2.4.3.1. Total experience of full-time teachers          Answer before DVV Verification : 121 years          Answer after DVV Verification: 106 years</p> <p>Remark : As per clarification provided by HEI.</p>																				
3.3.3	<p>Number of research papers per teacher in the Journals notified on UGC website during the last five years</p> <p>3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 947 1046 1081"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>27</td> <td>22</td> <td>24</td> <td>28</td> <td>24</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1160 1046 1294"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>21</td> <td>22</td> <td>14</td> <td>17</td> </tr> </tbody> </table> <p>Remark : DVV made the changes by not considered journals which are not listed in UGC.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	27	22	24	28	24	2017-18	2016-17	2015-16	2014-15	2013-14	25	21	22	14	17
2017-18	2016-17	2015-16	2014-15	2013-14																	
27	22	24	28	24																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
25	21	22	14	17																	
3.4.2	<p>Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years</p> <p>3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1653 1046 1787"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>3</td> <td>2</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1865 1046 2000"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>1</td> <td>1</td> <td>0</td> <td>1</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	3	2	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	2	1	1	0	1
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	3	2	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	1	1	0	1																	
3.5.1	<p>Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training,</p>																				

research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	2	2	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	00	00	0

Remark : Relevant supporting documents not provided by HEI.

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
12.55	3.15	19.61	15.56	10.44

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
12.55	3.15	19.61	15.89	10.44

Remark : As per expenditure on maintenance of physical and academic facilities in audited statement for 2014-15 provided by HEI.

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
206	188	189	188	159

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14



194	188	189	188	159
-----	-----	-----	-----	-----

Remark : As per list of students benefited by scholarships for 2017-18 provided by HEI.

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Answer before DVV Verification : D. Any 4 of the above

Answer After DVV Verification: E. 3 or less of the above

Remark : Relevant supporting documents not provided by HEI.

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

5.1.4.1. Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0	101	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : Relevant supporting documents not provided by HEI.

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

## 5.1.5.1. Number of students attending VET year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
90	44	80	62	21

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
90	44	80	37	21

Remark : As per report of students benefited by VET for 2014-15 provided by HEI.

## 5.2.1

Average percentage of placement of outgoing students during the last five years

## 5.2.1.1. Number of outgoing students placed year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
18	07	04	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	0	0	0	0

Remark : Relevant supporting documents not provided by HEI.

## 5.3.3

Average number of sports and cultural activities/ competitions organised at the institution level per year

## 5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
23	24	11	10	13

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

Remark : DVV made the changes as per report of saptadhara cultural activities for 2013-14, 2014-15, 2015-16, 2016-17 and 2017-18.

6.4.2	<p>Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)</p> <p>6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 389 1046 521"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1.76</td> <td>0.73</td> <td>1.95</td> <td>1.65</td> <td>0.62</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 734"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0.69</td> <td>1.08</td> <td>1.95</td> <td>1.65</td> <td>0.54</td> </tr> </tbody> </table> <p>Remark : As per total grants received in audited statement for 2013-14, 2016-17 and 2017-18 provided by HEI.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	1.76	0.73	1.95	1.65	0.62	2017-18	2016-17	2015-16	2014-15	2013-14	0.69	1.08	1.95	1.65	0.54
2017-18	2016-17	2015-16	2014-15	2013-14																	
1.76	0.73	1.95	1.65	0.62																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0.69	1.08	1.95	1.65	0.54																	
6.5.3	<p>Average number of quality initiatives by IQAC for promoting quality culture per year</p> <p>6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1093 1046 1225"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>23</td> <td>26</td> <td>19</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1305 1046 1438"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>10</td> <td>14</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : DVV made the changes by not considered Parents meeting, NAMO e tablet Distribution, Quiz Competition, celebration "SAPTDHARA Week", Teacher's Day Celebration, Medical Check up of SEM I Students, Thallesemia Test for SEM-1 Teacher's Day Celebration, Preparation Classis for Competitive Exam, Class Decoration Competition, Women Empowerment Programs by Amraiwadi Police St..</p>	2017-18	2016-17	2015-16	2014-15	2013-14	23	26	19	0	0	2017-18	2016-17	2015-16	2014-15	2013-14	8	10	14	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
23	26	19	0	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
8	10	14	0	0																	
7.1.1	<p>Number of gender equity promotion programs organized by the institution during the last five years</p> <p>7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1957 1046 2089"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>1</td> <td>5</td> <td>5</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	1	5	5	0										
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	1	5	5	0																	

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	5	5	0

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
6	14	3	7	6

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
6	14	3	7	6

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	0	3	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	0	3	2

## 2.Extended Profile Deviations

ID	Extended Questions										
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 6 Answer after DVV Verification : 16										
2.3	Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)  Answer before DVV Verification: <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>12.55</td> <td>3.15</td> <td>19.61</td> <td>15.56</td> <td>10.44</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	12.55	3.15	19.61	15.56	10.44
2017-18	2016-17	2015-16	2014-15	2013-14							
12.55	3.15	19.61	15.56	10.44							

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
12.55	3.15	19.61	15.89	10.44

NAAC