



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		Government Arts College, Maninagar, Ahmedabad
• Name of the Head of the institution	Dr. Namita Sharma	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	07922932516	
• Mobile No:	09825190423	
• Registered e-mail	info@gacmaninagar.com	
• Alternate e-mail	namitaparimal@hotmail.com	
• Address	Shree K.K. Shastri Educational Campus, Khokhra Road, Maninagar (EAST)	
• City/Town	Ahmedabad	
• State/UT	Gujarat	
• Pin Code	380008	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Co-education	
• Location	Semi-Urban	

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Gujarat University
• Name of the IQAC Coordinator	Dr. Pinal Doshi
• Phone No.	9825443007
• Alternate phone No.	07922932516
• Mobile	9825443007
• IQAC e-mail address	iqacgacmaninagar@gmail.com
• Alternate e-mail address	pinaldoshi1973@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.gacmaninagar.com/includes/pages/aqar-2021-22.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.gacmaninagar.com/includes/pages/academic-calendar-2022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.39	2019	15/06/2019	14/06/2024

6.Date of Establishment of IQAC

03/07/2015

7.Provide the list of funds by Central / State Government**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	Salary (C-1)	Government of Gujarat	2022-23	28548304
Institutional 1	Contingency (C-2)	Government of Gujarat	2022-23	388705
Institutional 1	Maintenance -Professiona	Government of Gujarat	2022-23	863133

	1 Services (C-3)			
Institutional	Finishing School	KCG, Ahmedabad	2022-23	195000
Institutional	Saptdhara	KCG, Ahmedabad	2022-23	100000
Institutional	Udisha	KCG, Ahmedabad	2022-23	50000
Institutional	Security Service	KCG, Ahmedabad	2022-23	1310580
Institutional	Cleaning Service	KCG, Ahmedabad	2022-23	957397
Institutional	Innovation Club	KCG, Ahmedabad	2022-23	57950
Institutional	SSIP	KCG, Ahmedabad	2022-23	200000
Institutional	Aazadi ka Amrut Mahotsav	KCG, Ahmedabad	2022-23	15000
Institutional	Aazadi ka Amrut mahotsav Panch Prkalp	KCG, Ahmedabad	2022-23	10000
Institutional	NSS	Government of Gujarat, Central Government	2022-23	74033
Institutional	RUSA 1.0 Comp. 12	KCG, Ahmedabad	2022-23	1086956.52
Institutional	RUSA 2.0 COMP. 09	KCG, Ahmedabad	2022-23	15000000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1) Prepared the annual planning of academic and extra curricular activities to be carried out in the college for the year 2022-23 in co ordination with various department heads, committee heads and SRC students for holistic development of the students 2) Launched Short Term Certificate Courses viz 'Yog Trainer' Training of 100 hours in collaboration with Gujarat State Yog Board 3) Successfully Organized Various Skill Enhancement and Employability Building Training Programmes 4) Encouraged students and faculty members to pursue research and innovation in the college by creating a conducive environment and research infrastructure by strengthening the Innovation Club and SSIP Cell. 5) Organized various activities related to community service and ecological concerns as well as sensitization and developmental activities for empowerment and welfare of Girls students and female college staff members</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
<p>1) Prepare the annual planning of academic and extra curricular activities to be carried out in the college for the year 2022-23 in co ordination with various department heads, committee heads and SRC students</p>	<p>ensure academic excellence and holistic development of students - 1) Participation in zonal, district, state level and national level cultural and sports activities. Won medals and accolades in zonal and district, State and National level youth festivals and Sports competitions.</p>
<p>2) Launching of Short Term Certificate Courses</p>	<p>Step towards offering students options in short term certificate courses and training programmes in the college campus which would help to enhance their skills, provide self employment and improve their health and fitness . 'Yog Trainer' Training of 100 hours in collaboration with Gujarat State Yog Board from</p>
<p>3) Organize Various Skill Enhancement and Capacity and Employability Building Training Programmes</p>	<p>1) 80 hours Finishing School Training (15-12-2022 to 06-01-2023) for enhancing Life and Spoken English Skills of the students 2) As a part of Azadi Ka Amrit Mahotsav in order to acquaint our students with traditional Art form, 'Mata ni Pachedi' Art form was taught to the students encouraging them towards self employment. 3) Self Defence Workshop 4) Training for Competitive Exam Preparation under the aegis of UDISHA</p>
<p>4) Research and Innovation - Encourage students and faculty members to pursue research and innovation in the college by creating a conducive environment and research infrastructure</p>	<p>1) Book and Research Article Publication by Principal and faculty members 2) SSIP and Innovation Club initiatives were strengthened by organizing various research, innovation and entrepreneurship awareness</p>

	<p>activities in the college. 3) Procured a grant of Rs. 2 lacs - organised a Workshop on 'Sensitizing Young Minds' towards entrepreneurship and start ups in collaboration with DAIICT on 22-02-2023 . 4)</p>
<p>5) Signing of MOU with Dhirubhai Ambani Institute of Information and Communication Technology for faculty Exchange Programme (2) Signing of MOU with Government Science College (Department of Environment Science College for Environment Awareness and Conservation</p>	<p>1) Arranged Seminar on 'Sensitizing Young Minds' and interaction session with the faculties of DAIICT institute (2) Arranged lectures for creating awareness towards Environmental Conservation and ecological concerns</p>
<p>6) Community and Social Service</p>	<p>Carried out various social service activities under the aegis of NSS. This would help to create empathy in the students towards the needy and the weaker section of the society as well as enable them to understand their responsibility towards society - 1) Tutoring of school students of weaker section of the neighbourhood societies 2) Visit of Old Age Home 3) Visit to Pediatrics Dept. - Civil Hospital for distribution of books and toys 4) Distribution of old clothes and footwear to the needy in the neighbouring areas</p>
<p>7) Ecological Concerns</p>	<p>The college has an active Eco Club which carries out various activities through out the year to maintain a green campus and create awareness in students about ecological concerns and environment conservation. 1) Tree Plantation Drive in the campus 2) Compost Pit in the campus 3) Plastic free Campus</p>

	drive 4) Lectures regarding environment conservation and ecological concerns 5)
8) Launching of Language and Literature Club by Department of English	Department of English has launched a ' Language and Literature Club' for college students. This Club is run by students under the guidance of the faculties of Department of English. The club arranges interactive, Group Discussion sessions every alternate Saturdays to increase English language proficiency of the students. It also conducts lectures, presentations, book reading and movie watching sessions to familiarize students with classics of English Literature and remain updated with latest trends in literature
9) Saptdhara	Various cultural and sports programmes, activities and competitions are held in the college throughout the year under the ageas of Saptdhara. The seven streams ensures that students grow in their chosen extracurricular field while at the same time providing ample opportunity to the students to hone their hidden talents.
10) Teacher's Day Celebration	To honour the memory of late Sri Sarvepalli Radhakrishnan, the exercise prepares students to improve upon their subject knowledge and learn teaching skills and also develop leadership qualities.
11) Sanskrit Saptah	This helps the students to bond with their ancient cultural roots while allowing the subject to grow and evolve.

12) Expert Lectures	Each department was asked to invite at least one subject expert so that knowledge may be widened beyond the horizons of regular teaching.
13) Women Empowerment and Employment Opportunities for Women : Programmes and activities related to Development of Girls Students and female staff and creating awareness towards health, fitness and hygiene	CWDC of the college was asked to organize workshops for skill enhancement and employability skills, as well as awareness towards health, hygiene and fitness for Girls students of the college. 1) Expert Lecture on Menstrual Hygiene and Cervical Cancer on 10-01-2023 2) Self Defence Workshop from 6-3-2023 to 8-3-2023 3) Handicraft Workshop on the Traditional hand Printing Art called 'Mata ni Pachedi
14) Organization of State Level Essay Writing, Story Writing and Poem Competition on current topics	Students get an opportunity to polish their creative writing skills as well as remain updated with current affairs and simultaneously compete with students from all over the state.
15) Field Trips and Heritage Tours	Department of Indology and Sanskrit visited the L. D. Indology Research and Manuscript Institute on 24/01/2023. Department of Political Science visited Gujarat Vidhansabha on 27-02-2023
16) Seminars and Workshops	Seminars and Workshops were organized for updating subject knowledge of the students as well as acquaint them with subjects like entrepreneurship, start ups, ICT and educational online resources - 1) Seminar on 'Sensitizing Young Minds' towards startups and entrepreneurship 2)

	psychological counselling workshop on how to choose your career 3) Workshop on Use of ICT in Education and English Language Learning
17) Online Quiz for Competitive Exams Preparation	An online Quiz has been organized every month which covers questions of General Knowledge asked in various state and national level competitive examinations by the UDISHSA committee.

13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-22	29/12/2022

15. Multidisciplinary / interdisciplinary
<p>As per the guidelines of NEP 2020 and the guidance of Education Department, Our College (Government Arts College, Maninagar) is one of the first colleges of Gujarat to become a part of cluster of colleges formed at K. K. Shastri Educational Campus namely - 'K. K. Shastri Government Colleges Confederation' to offer accessible, equitable and affordable state of the Art academic facilities and varied multidisciplinary subject options and skill enhancement courses to students based on their needs, interests and talents by pooling the resources available. Our institute proposed to start Fine Arts Degree and Diploma Courses. Yoga Trainer Certificate Course of 130 hours was launched this year . The institute also made efforts to sensitize faculty members and through them acquainted students towards the importance of multidisciplinary education in today's fast expanding digital world. The IQAC and NEP Implementation Committee held brainstorming sessions with the heads</p>

of different departments and other faculty members for exploring various state of the art, multidisciplinary subject options and latest courses to be offered to students in future which would enhance their skills in their chosen areas as per the guidelines of NEP 2020.

16.Academic bank of credits (ABC):

Special Sessions were held in the college by IQAC and NEP Implementation Committee to spread awareness amongst the administrative staff, in particular students' wing, faculties and students about the Academic Bank of Credits' system to be introduced in the Higher Education Colleges and Universities in the coming years as per the guidelines of NEP. The new system of ABC was discussed in these sessions and how it will work as a digital locker for accumulation of the various credits secured by the students while studying in various HEIs across the state and the country. It will help in smooth implementation of the flexible, multiple entry - exit system to be introduced in the following year for students of HEIs as per NEP 2020 guidelines.

17.Skill development:

The college organized 80 hours 'Finishing School Training Programme' for students of Third Year to enhance their English Language Skills and Employability skills. Modules of the course included English Conversation, Public Speaking, Group Discussions, Grammatical theories and Vocabulary Enrichment and its practical usage in day-to-day Conversations, Personality Development, Interview Skills, Confidence building etc. In order to enhance the skills and chances of self-employability, the college conducted several workshops and training programmes: Special training programme of twenty days (80 hours) was organized to help and guide students in preparation for various State and National Competitive Exams. A workshop was organized on use of ' Technology in Education and English Learning' by the department of English to acquaint students with the use of technology and online and digital resources for English Language and Literature learning. Career Counselling Workshop was organized by the Dept. of Psychology to familiarize students with various counselling jobs and career opportunities available for the students of psychology in particular. Expert lecture was arranged by the Economics Department on 'Youth Skill Development Strategy and Stock Market' which helped the students understand the working of the stock market, as well as learn about various skills and strategies required for investment and online trading in the stock market. 'English Language and Literature Club' was launched by the department of English to improve upon the English Language

Communicative Skills of the Students and help them establish a firm footing in the global world. State Level Story Writing and Poem Writing Competition in English and Gujarati was organized by the Department of English to make the students learn the skill of creative writing. Under the aegis of CWDC and Sapt Dhara , a One Week Handicraft workshop was organized in the college to train the students in the ancient art/printing skill - "Mata ni Pachedi" hand work which provided the students an opportunity for self employment as well as helped them learn about the depleting Indian Art skill.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Indian Knowledge system has been passed down through generations and played a significant role in shaping India's history and culture, encompassing and encouraging a wide range of traditions. As per the ancient values of India, Government Arts College Maninagar encourages a secular environment on campus where students are taught to respect other religions and their practices. The college has Indian Culture or Indology as a subject since its inception. Students learn traditional values and also the rich cultural heritage of India. As part of the curriculum, students are taken on a heritage walk through the city so that they may understand the rich architecture and culture of the city of Ahmedabad while a visit to Lalbhai Dalpatbhai Centre of Indology, a treasure house of rare manuscripts and books of India is also undertaken each year. Sanskrit is a compulsory language in the first year and each year the students participate in shloka recital, stotra recital, story narration in Sanskrit, participation on Srimad Bhagvat Gita Jayanti, Sanskrit Sambhasana i.e. conversing in Sanskrit and enactment of Sanskrit drama. As a part of IKS, a Yoga Certificate course - 'Yoga Trainer' was launched in the college in collaboration with State Yog Board to train our students in our ancient practice of 'Yog Sadhana' for ensuring their mental and physical wellbeing. Traditional days are celebrated on campus. Competitions of traditional arts such as mehendi, rangoli, classical and folk dance and songs are also conducted. Besides a special workshop on handicraft called 'Mata ni Pachedi' was conducted in the college to preserve and encourage our depleted traditional Arts.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Nine programs are run by the college as per Gujarat University syllabi. Each course has its well defined outcome as stated in the syllabi. It is discussed by the concerned faculty in the classroom at the beginning of the academic semester. Several outreach programmes are conducted on campus for the benefit of students so

that they are well equipped for their careers in future. The focus is on self employability, government competitive examinations, grooming, research, innovation, enterprneurship, personality development, confidence building, communicative and interview skills and career counselling. Field visits are also encouraged so that maximum benefits may be reaped from each program. Students are encouraged and trained to participate in various state and national level competitions to hone their hidden talent and instill in them qualities of leadership, team spirit and competitiveness. The college organized 80 hours 'Finishing School Training Programme' for students of Third Year to enhance their English Language Skills and Employability skills. Special training programme of twenty days (80 hours) was organized to help and guide students in preparation for various State and National level Competetive Exams. Yoga Certificate Course and handicraft workshops were launched by the college to provide opportunity for self employment to students.

20.Distance education/online education:

The college encourages online education and Distance Learning Programmes. Faculties and students participate in online webinars and academic exchange programmes. Several outreach programmes related to NSS, SSIP and Innovation are conducted online. Online quizzes on various subjects and current affairs are regularly conducted in the college to enrich the subject knowledge of the students as well as help them prepare for various competitive exams. As a part of online learning many departments regularly conduct screening of movies, documentaries and online programmes related to the syllabus. The English Department screened the movies like Shakespeare's Othello, Twelfth Night, Hemmingway's The Old Man and the Sea, Daniel Defoe's Robinson Crusoe etc. The department also shows online videos and programmes related to their syllabi in the classroom and also provides detailed information about available online resources related to the subject .

Extended Profile

1.Programme

1.1

9

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student2.1 364

Number of students during the year

File Description	Documents
Data Template	View File

2.2 176Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 108

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 16

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 19

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	9
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	364
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	176
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	108
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	16
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	19
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	Rs. 19920049
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	25
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college follows the CBCS pattern and the University academic calendar. The college has qualified faculty who are selected by Gujarat Public Service Commission and appointed by CHE. Each academic year, departments submit individual academic calendars detailing their plan of action for the whole year, keeping in mind the time frame given by the university. Curriculum is delivered effectively and efficiently using Chalk and Duster Method as well as SmartClassrooms. Expert lectures are conducted with prior approval of IQAC on subjects related to the syllabus and other holistic areas. Students have access to internet on campus and a list of reference books and E material is provided. Students are briefed about the examination patterns and the distribution of internal and external marks by subject teachers. Offline tutorial lectures cater to weaker students and are devoted towards resolving students' doubts. Some faculty members were invited by Gujarat University, Board of Studies to set question papers and for assessment work.

An excellent tutorial and mentor ward system supports the goal of effective curriculum execution. Through the mentor-mentee system, in which each student is allocated a faculty mentor for academic and extracurricular advice, the institution also supports an amalgamation of the academic and mental health of our students. Through interactions and meetings organized by teachers with students as well as their parents, the academic and other challenges faced by kids are appropriately addressed.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

In the beginning of every academic year, academic calendar is uploaded on the website of the university and completion of syllabus and vacations are followed as per the same calendar.

A dual level examination pattern is followed i.e continuous internal assessment and the end semester university examination based on the ratio of 30: 70. The thirty marks are decided on the basis of internal evaluation, assignments, seminars project work, practicalsand attendance. Examinations are conducted strictly according to University guidelines and as per Gujarat University syllabus. Foundation and Soft Skill papers at the F.Y.B.A. level consist of 100 marks and assessed as part of Universityexamination. Students are oriented about the evaluation process in the orientation meeting and regularly during classroom teaching.

Examination cell consisting of senior faculty members is formed for smooth functioning of examination process. College ensures transparency in the evaluation process.Result of the internal test is displayed on the notice board. If there is any query,the students can approach the respective department.

Continuous evaluation is done through regular submission of assignments, quizzes and seminars.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University **A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

9

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

32

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Various workshops are conducted by Collegiate Women Development Cell such as self defense techniques, skill based and vocational training for women. Awareness of women's rights, legal aid, female hygiene and health issues etc. are tackled through expert lectures. Not only girls but boys are also encouraged to participate in these workshops so as to ensure gender sensitisation.

Gir foundation grants were utilised by the ECO club for tree plantations and marching towards a greener campus. Environmental studies are included in the Foundation paper for Semester II. Students are taught conservation of resources and the value of organic farming. Cleaning staff on campus are taught the necessity

of segregation of waste.

NSS students have contributed significantly to society during the pandemic through distribution of grain, spending time with the elderly and sharing with the needy.

Chapters in several courses talked about gender equity and sensitivity issues. Additionally, our institute hosts a number of invited presentations as well as special programmes on gender equality and awareness. There have been programmes on women's safety, maternal and child health, women's empowerment, and selfdefense instruction for female pupils. CWDC is dealing with the complaints of sexual harassments.

The hospital often hosts events including blood donation camps and thalassemia screenings. NCC volunteers are assigned to participate in community events to help pupils understand their social responsibilities. The NSS unit is extremely active and frequently hosts social and cultural events.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

29

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.gacmaninagar.com/includes/pages/-student-satisfaction-survey---2022-23.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

360

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

176

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

GAC Maninagar admits students as per the centralized University merit system following their subject choice. During the admission process, the college admission committee counsels each student in choosing subjects at the time of admission by evaluating her/his mark sheet as well as their interests, however, the final choice lies with the students. Moreover, if a student finds it difficult to cope up at the end of two semesters, then she/he is given a chance to interchange core and first elective subjects in the third semester so that they can perform better.

Once the admission process is over institution conducts an induction program to orient the new batch and familiarize them with the environment and as well as the various aspects of the institution. GACM promotes peer learning through inclusive classrooms catering to its diverse student population. A robust tutorial system allows teachers to examine students' learning needs and challenges to measure their learning levels. A continuous internal assessment and review is used to track their progress. The college identifies slow learners and advanced learners. Remedial classes are conducted for slow and weak learners. For advanced learners, the college offers special lectures by inviting various subject experts to upgrade their knowledge beyond the given curriculum. The institute maintains a proper record of attendance and strictly adheres to the University rules for the same.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
791	16

File Description	Documents
Any additional information	View File

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

Various teaching-learning methodologies are adopted viz. fieldwork and project work are promoted within and outside the classroom through extracurricular and departmental activities. Departments enhance experiential and participative learning by generating opportunities for students to engage with experts in academia, research as well as industry. Seminars, conferences, workshops, webinars, and guest lectures are organized by all departments to expose students to academicians, practitioners, and experts in various fields. Experiential and participative learning is also enhanced through a very wide array of extra-curricular and co-curricular activities. Some of the activities are as follows;

- Cooperative lectures are conducted each year by the Department of Economics in collaboration with the Ahmedabad District Cooperative Union which is under Gujarat State Cooperative Union.
- Department of English runs 'English Language and Literature Club' on alternate Saturdays where group discussions, presentations, movie and documentary screening is done.
- Visits to L.D Institution of Indology and Heritage Walk are undertaken by the Department of Indology and Sanskrit.
- The Department of Psychology has a counseling center for students.
- Department of Political Science involved students in the task of electoral enrolment so that they may comprehend the electoral process better. Each year the college appoints Campus Ambassadors who represent the youth voters.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT infrastructure in GAC Maninagar includes a Wi-Fi campus, classrooms with projection facilities, computer labs, and a library equipped with AV content and audiobooks for visually challenged students. The well-equipped computer labs (Digital Resource Centre) ensure that all students have access to ICT facilities in the college. Administrative and technical support is available for the smooth rendering of academic learning.

The use of ICT tools has become integral in preparing lectures. Sourcing and distributing reading material, collecting information, maintaining records, and communicating. Chalk and talk are supplemented by presentations routinely to help students visualize better. Besides using ICT tools for teaching-learning, administration, and evaluation, the College also used ICT tools for providing a learning environment for holistic development through webinars, quizzes, performing arts, etc. The holistic development of all students is monitored through an effective accompaniment and mentoring system. The college has adopted many innovative practices in teaching-learning to further encourage innovation in Teaching and Learning. The college conducts free of cost coaching classes for the students to brush up their knowledge of computer. Students use computer lab to fill out online examination forms, mock tests, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

16

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

14

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

188

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college adheres to the guidelines and regulations of Gujarat University pertaining to internal assessment. While adhering to the University norms regarding internal assessment, the college has retained the flexibility to allow teachers to design the pattern and schedule of internal assessment to best suit the domain requirements of the course being assessed, and the profile of the students attending the course. As per college policy, students are given multiple opportunities to improve their performance. Students are provided practice questions and practice tests. The tutorial system clears doubts and prepares for internal assessments as well as semester-end centralized examinations.

The finally compiled internal assessment grade is shared with students, and displayed on departmental notice boards for at least a week. This allows for a prompt correction of errors, should any occur. Due concessions for extracurricular and co-curricular

activities are granted. Grievance redressal and scrutiny are done by the moderation committee, both at the department level and college level. A meeting of the examination committee, Heads of departments, and the principal is convened before examinations to discuss the exam schedule, evaluation timeline, and troubleshooting if any. A meeting is convened after examinations for assessment of results. Moreover, the college is also a center for university examinations.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The Process of internal assessment is implemented by the examination committee of the college which consists of senior faculty and Convenors of admission committees for each year. The examination committee is responsible for transparency, accountability, and punctuality in the internal evaluation process. Each faculty takes care of seminars, attendance, and assignments in the papers assigned to them. Marks are submitted and compiled by Heads of the departments before submitting to the examination committee. Internal exams are conducted as per the university academic calendar. If a student has any query about his performance, then the concerned teacher addresses his/her doubt till the student is satisfied. Any modification in marks is duly rectified and the student is informed of the same.

The internal evaluation process is explained in detail to the new students during the orientation program. Internal marks of 30 consisting of examinations, assignments, seminars, and attendance are sent to the university and an external evaluation of 70 marks is conducted in the university examinations at the end of each semester. The college retains the answer sheets for three years for any queries that may crop up. If a student is dissatisfied with his/her performance in the university examinations re-assessment process is also initiated by the college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college strictly adheres to the academic calendar and examination schedule announced by the University. The academic calendar is displayed on the college website and the college website is also regularly updated on all matters. Contact details on the website enable students to access administrative support staff as and when required. Links to all University documents concerning the Undergraduate framework are available on the college website. The college website also provides various student-centric links to the Gujarat University portal.

Board of Studies of different subjects informs the department of changes in the syllabi and heads of the department allocate papers for teaching to the faculties after internal discussions. The objectives and expected outcomes of various courses are also evaluated at the beginning of the semester. Students are familiarised with different courses run by the college at the time of admission. They are further acquainted with the syllabus and examination pattern during orientation and individual subject lectures. Course outcomes are discussed in classrooms and by the placement cell. It is our constant endeavor to introduce students to critical and research-oriented thinking. Language students enrich their language and learn about human and moral values, culture, and traditions of different regions and countries. In the Social Science subjects, students are taught the relevance of their topics in the current scenario. For example, economic students are introduced to Cooperative management through practical classes,

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college believes in continuous upgradation and works towards the attainment of the desired outcome in its teaching-learning process. Faculty members share with their students a detailed and comprehensive teaching scheme that lays out the structure and weekly distribution of lectures, tutorials, and practicals that help bridge the gap that emerges in routine classes. Systemic mechanisms are in place to continuously monitor the academic progress of students and ensure that course and programme outcomes are attained.

All Heads of the Departments discuss the course outcomes at the beginning of the academic year with other members. Syllabiis discussed and the examination pattern is conveyed to the students in class. Teachers regularly ensure that the course content is delivered fruitfully through a healthy rapport with the students in class. Question papers are set in such a manner as to assess how much the student has grasped. Class tests also ensure the same. Results and feedback forms are analyzed so that the administration is aware of lacunas in different spheres. Assignments/projects submitted by students and marks obtained by them also indicate the outcomes. Marks are also reserved for attendance, this ensures that students attend classes sincerely. Feedback forms are discussed with the stakeholders and necessary action is taken to resolve problem areas.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

108

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.gacmaninagar.com/includes/pages/-student-satisfaction-survey---2022-23.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

01

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

4

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institute is committed to sensitize its students about social issues and instill in them values of Community Service, Empathy, Civic Responsibility and Group Living. As a part of Extension Activities, an NSS unit was established in the college in which 100 students actively participated in various Social Service activities carried out throughout the year for the wellbeing of its neighboring community and needy people in the city. Various Programmes viz Tree Plantation Drive, Seven Days workshop on 'Cooperation', 'Swachhta Abhiyan' Programmes, Awareness and Oath Taking for Organ Donation, Visit to Old Age Home, Awareness Programme on "No Plastic Use", Grain, Footwear Distribution in the neighboring areas, Fruits, Biscuits and Toy Distribution at Civil Hospital were organized by the college for development and

wellbeing of its neighborhood community which in turn helped to create compassion, understanding and team work in students ensuring their holistic development.

The college also has an active Women's Cell which organizes various programmes and activities for gender sensitization and address issues faced by female students and women of the society. A lecture was organized for addressing the issues and dilemmarelated to menstrual cycle, meno pause and nutrition.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

85

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

5869

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

02

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college makes systematic efforts to ensure constant and continuous updation in the infrastructure. It's equipped with all the required basic amenities which include sufficient number of classrooms, laboratories and staff rooms. Committees are in place for creation, maintenance and enhancement of infrastructure. The institution approaches RUSA, Knowledge Consortium of Gujarat and Commissioner Higher Education for allocation of various funds. Class rooms can accommodate 90 students each (approximately) College is well equipped with computers. College has smart classrooms equipped with smart boards which are regularly used for teaching-learning and imparting quality education.

- All Faculty Members and students have access to computing equipments - computers and printers, which helps in improving their performance
- Dell-cum-Computer Lab:01(Room No. 220): 25+1 =26 computers with Wi-Fi facility are available for students. 25 students can use the computer lab at a time. A rich library with Soul software version-2.0 since 2013. It has rare books of Shastriji, donated by his family.
- A well equipped Psychology laboratory.
- Multi- purpose hall.
- Museum dedicated to K K Shastriji
- A large campus where outdoor sports and cultural events are conducted.
- CCTV cameras have been upgraded this year to cover the entire campus and classrooms. This ensures enhanced security

and transparency during examinations as well.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- The college has a large campus for sports activities, both indoor and outdoor.
- Self defence classes, yoga and aerobics are conducted in the multi- purpose hall.
- Separate rooms for NCC girls' unit, NSS unit, CWDC unit are allotted for smooth functioning of activities.
- Sports activities are encouraged on campus while participation in inter college events is ably supervised by the PTI.
- Upgradation of sports equipment is taken care of on a regular basis through annual sports' grants and fees.
- Government grants and cultural fees are utilised for upgrading cultural facilities and equipment.
- Most cultural events are hosted in the auditorium or outdoors when the weather permits.
- Government grant is dispersed each year in such a manner that all cultural heads are taken care of. Cultural activities fall under the wing of 'Saptdhara' where all events are taken care of.
- CWDC grant is used for skill development of the girl students and for gender sensitisation of both boys and girls.
- SSIP grant is utilised for developing innovative mindset and research oriented attitude in students. Lectures for creating awareness towards start ups are regularly organized.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

5396400

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Our college has a rich library. Students are encouraged to use the facilities on a regular basis. During lectures, faculty members recommend reference books prescribed in the syllabus and extra reading material. Library is partially digitalised and intends to be fully automated in coming years.

- The college procured e content related to the syllabus for

the visually challenged from the Adult Education Centre for the Blind. This aids students who are differently abled to bridge their handicap.

- The college takes special care to add books that are helpful for competitive examinations so that students may prepare for and qualify in services immediately after their graduation.
- The books are purchased on the recommendation of the faculty members.
- The list of 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.
- certain grants are also given by generous donors and procured from Sahitya Academy and Granth Norman Board at subsidised rates.
- Our college library has installed Soul software version-2.0 since 2013.
- The library has Bar code reader which facilitates easy issue and return of books and thereby smoothens the functioning of the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

56060

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

15

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

- All academic departments and administrative office in the college have been given the facility of computers, printers and photo copy machines.
- The institution has upgraded LAN facilities last year to meet the demands of online teaching and webinars. This emboldened the existing internet facilities and enabled high speed internet of up to 100 mbps to reach the offices, classrooms and staff rooms.
- Facilities for on line fee collection, assessment work, teaching, webinars were upgraded.
- The college regularly upgrades IT infrastructure and associated facilities by purchasing new hardware as well as software for different departments and administrative offices.
- In house Photocopiers have helped us to print question papers on campus so that complete secrecy may be maintained

and at the same time make the process economically viable.

- CCTV cameras have been upgraded this year to cover the entire campus and classrooms. This ensures enhanced security and transparency during examinations.
- Computers were purchased under RUSA component 9 equity initiative.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

5396400

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The college has well defined government guidelines and procedures for repairing, maintaining and utilizing physical, academic and support facilities. While the building is under the purview of Roads and Buildings department, purchase and up gradation of IT and other necessary items is accomplished through government grants. Library, sports facilities, computers and classrooms are regularly monitored by the college committees under the guidance of the Principal.

Arrangement for proper and timely maintenance of these facilities is done with the help of available grants of the government. Purchase of items is done after submission of proposal, review and approval of grant by purchase committee.

All purchase is done through GEM and any item above 25000/- is bought after due permission of District Level Purchase Committee.

The responsibility for cleaning the campus and security rests with contractual staff. Grant for the same is provided by the government.

Green Audit is conducted regularly. The students and staff look after the environment friendly methods of disposal of garbage on campus and solar panels are properly maintained.

E- waste, used answer books and other discarded material is sold off to the concerned/ deputed agencies appointed by the government only after proper verification by committees.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

235

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

205

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

205

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

25

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

7

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college is aware of its responsibility to instill leadership qualities in its students and also make them aware of the democratic process in selecting leaders while serving the society as leaders themselves. Keeping this in mind, the SRC (Students' Representative Council) is formed in the college on the basis of academic merit and in accordance with Gujarat university rules. The students' council consists of a General Secretary, Cultural Secretary, Ladies' Representative, Sports Secretary and class representatives selected from different classes and divisions of the college. Ladies Representative is appointed so that the girls

receive a fair representation. Students are selected from each class so that there is a balanced representation. The staff encourage the SRC to organize various activities of the college. The council also submits suggestions for celebration of days and important activities of the college. They manage the extracurricular, cultural and sports activities within the campus, maintain discipline and cleanliness on the campus and voluntarily help in organizing programmes. The council is also encouraged to bring issues pertaining to the welfare of the students before the Principal. In short, they serve as a bridge between the staff and students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

81

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The college has a registered Alumni Association from the year 2013. The association helps ex-students to cherish the special bond that they have with the alma mater. Alumni meet is conducted

every year. Alumni are invited for motivational interactions with the students and to share their experiences. Apart from the general alumni association, every individual department also takes care its own separate alumni group. The 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. The college invites and encourages participation of ex- students in various extra curricular activity such as Coaching classes. Reading facilities are provided to ex students in the library.

The alumni act as mentors to current students. Ex- NCC cadets help in training existing cadets in the drill and march pasts. Alumni who were sports persons pitch in for existing sports events and help prepare students for university and national events. They also help train current students for cultural events.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: To provide quality education and incorporate the latest trends in teaching and learning. To cater to the needs of the environment and imbibe ethical values to mould better citizens for society.

Mission: Teach moral conduct through a humanitarian approach, discipline and reverence for the nation. The mission of the college is to provide value-based education and to bring out the hidden potentials of students. To inculcate curiosity and

commitment in academics.

Objectives: To give equal opportunities to all. To enhance research. To create self-confidence by offering holistic development of students.

Quality education is the motivating force behind Government Arts College, Maninagar. The core values imparted are good moral character, respect for others, honesty, self-discipline, hard work, love of learning and appreciation of diverse religions and culture. The institution is committed towards building an atmosphere of growth based on equality for all stakeholders. The college encourages students and teachers to enhance research and build a critical mind through seminars, workshops, conferences and research projects. The aim of any institution of higher learning is placement for its students. In this direction, we have organised campus placements, coaching for competitive examinations and skill development workshops with the aid of government grants.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

- The college, overseen by the Department of Higher Education, Government of Gujarat, boasts a decentralized, proactive, and participative management structure, granting the Principal authority to govern within governmental regulations.
- Action plans, aligned with CHE guidelines, are collaboratively developed by both teaching and non-teaching staff.
- Proposals for activities originate from teachers and students, approved in consultation with the IQAC and various committees, ensuring broad participation.
- The institute also supports all teaching staff to join Faculty Induction Program, Faculty Development Program, short term courses, Orientation Programs and Refresher Course to upgrade their knowledge in their specific area.
- Faculty members are actively involved in committees, fostering a sense of ownership and responsibility.

- Student evaluation comprises exams, assignments, and attendance monitoring.
- Initiatives like the 'Finishing School'; supported by KCG, focus on enhancing students' communication skills and overall development.
- Admissions are conducted through the COGENT portal, adhering to KCG and Gujarat University regulations.
- The college hosts SSIP and Innovation Clubs, facilitating student entrepreneurship and creativity.
- The Saptdhara Committee aids students' holistic development through diverse avenues.
- Grants from UGC-RUSA and KCG are utilized for knowledge enhancement and institutional advancement, overseen by a Purchase Committee.
- Procurement is streamlined through the GeM Portal, contributing to the institute's progress.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In the academic year 2022-23, our college designed its academic and extra curricular activities annual plan keeping in view the guidelines of NEP 2020. College planned various short term courses aiming to provide students with a broader range of choices, aligning with the objectives outlined in the National Education Policy (NEP) and the recommendations of the NAAC peer team.

Furthermore, our college has embraced a decentralized power structure to maximize the utilization of institutional resources. Various committees have been established to oversee both academic and non-academic activities, ensuring efficient governance and operation within the college. These committees work in coordination with the Institutional Quality Assurance Cell (IQAC) to set objectives and determine the course of action for programs and initiatives.

With a focus on holistic student development, every committee endeavors to support students throughout the academic year. Additionally, recognizing the importance of comprehensive growth,

the college has instituted the Saptdhara Committee dedicated to aiding students through a variety of developmental programs.

Through these measures, our college is committed to offering a diverse academic curriculum, fostering student engagement, and facilitating their overall growth and development in line with contemporary educational standards and best practices.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Government Arts College in Maninagar operates under the auspices of the Education Department, Government of Gujarat, with oversight from the Director of Higher Education. The daily administration is managed by the Principal, who works in collaboration with academic and administrative staff. Recruitment procedures and service regulations adhere to guidelines set forth by the Department of Higher Education and Gujarat State Civil Service Rules.

The administrative wing is headed by the Head Clerk, supported by Senior and Junior Clerks, Peons, and a Librarian. The academic wing comprises Associate and Assistant Professors, Contractual Lecturers, Visiting Lecturers, and Physical Training Instructors (PTI).

To facilitate co-curricular and extracurricular activities, the college has established various committees and cells, each led by a Convener and comprised of members. An Annual Self-Appraisal Review system is implemented for both administrative and academic staff, with evaluations conducted by the Principal and reviewed by higher authorities such as the Commissioner of Higher Education and Principal Secretary of Higher Education.

Participative management is promoted through the Student Representative Council (SRC) and other committees, with the Institutional Quality Assurance Cell (IQAC) ensuring qualitative

standards. A grievance redressal cell addresses concerns and suggestions, with actions reported back to the IQAC and the Principal for further review and implementation.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

- The teaching and non-teaching staff is granted all benefits as per government regulations. Government staff gets the benefit of pension schemes such as GPF/CPF, regular annual increments, government housing benefits, medical aid and leave etc. Leave Travel Concessions (LTC), and leave encashment benefits as per Government of Gujarat and university rules is granted.
- Group medical insurance of the staff has been taken care of by the government.
-
- Teaching staff and non-teaching staff is constantly motivated to attend workshops, seminars and professional

training programmers for updating of their knowledge, duty leave is granted for the same.

-
- Administrative staff participated in departmental examinations for promotions. The college supports the staff with all IT and internet facilities for their academic progress.
-
- The institution ensures that outsourced staff is given festival bonus, uniforms twice a year and ESI and EPF is deducted for their benefit. An 'emergency fund' has been initiated by the staff for the benefit of class 4 employees of the college who are given monetary help after approval of staff club and the Principal for such crises as children's fees or medical emergencies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

To evaluate the performance of the faculty in teaching and nonteaching staff of the institute, the mechanism of self-appraisal is executed on the basis of the norms of UGC and Gujarat Government. Both formal and informal means are used for evaluating

the performance of the teaching and nonteaching staff of the college. The college teacher has to submit his/her self-appraisal report 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. It verifies and reports to the principal which is submitted to the Director of Higher Education. The formal mechanisms for the evaluation of the Performance of the faculty are self-appraisal report and feedback of students. The informal evaluation is done through surprise visits to the class by the Principal and casual conversations with students, parents, alumni and colleagues. The non-teaching staff also fills and submits its self-appraisal report to the principal which after verification is sent to CHE.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Performance audit and financial audits are conducted at regular intervals. The financial resources of the college are managed in an effective and fool proof manner. There is a fully computerized account department supported by IFMS. All transactions are supported by invoice and vouchers. There are two types of audits -internal audits and statutory audits (Accountant General-Rajkot). The accounts of the institute are audited annually and externally by a qualified Chartered Accountant appointed by the institute. The Government deutes its audit team through Commissioner of Higher Education (CHE) and AG RAJKOT. Audit team conducts audit of the salary grants, non-salary grants received from the government as well as the fees collected from students. If any objection is made by the audit team, the same must be cleared before the next claims are submitted. The inputs and remarks given by the auditor are incorporated by the college in the future functioning of the college. Utilization certificates are submitted by the office for grants given by KCG. Government audit was conducted and cleared in December 2022. Minor objections

were taken and resolved fully. Performance audit was also conducted by A. G. Rajkot for the academic years 2014 to 2020.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- The Government of Gujarat governs the college, which adheres to a well-defined financial policy. Annually, the college compiles a comprehensive list of requirements for the forthcoming academic year, covering essentials such as books, equipment, computers, and instruments. These requisitions are forwarded to higher authorities for evaluation and approval.
- The accountant prepares the college budget based on these requirements, which is then submitted to the Commission for Higher Education (CHE) and the Knowledge Consortium of Gujarat (KCG) for further consideration and sanction.
- Under the guidance of the Principal, a Purchase Committee is established to mobilize funds in accordance with government procurement procedures. This committee assesses the listed requirements, prioritizes them, and ensures optimal utilization of available financial resources.
- In-depth analysis of annual expenditure and budget scrutiny

by the Purchase Committee ensures efficient resource allocation, particularly for major equipment purchases. Funds from library grants, Saptdhara, and UDISHA are utilized for the acquisition of books, journals, and reference materials for undergraduate students.

- The Purchase Committee oversees the procurement process, ensuring adherence to proper tendering procedures. Additionally, certain items are acquired through centralized dispersal procedures facilitated by CHE. The college has also initiated registration on the Government e-Marketplace (GeM) portal, streamlining purchasing procedures and enhancing efficiency.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

IQAC has made significant contribution for enhancing the quality of education and administration of the college.

- IQAC regularly conducts meetings with various committees of the college & students for reviewing the academic and administrative structures and methodologies adopted by the college and its implementation.
- As per the guidelines of the Gujarat University and the government of Gujarat, IQAC ensures dissemination of indepth knowledge of core subjects as well as encourages multi disciplinary approach for holistic development of students simultaneously conducts comprehensive evaluation of students through assignments and internal tests.
- Yog Master Trainer' Certificate Course was started in the college which provided students with opportunity for self employment simulataneously enhanced their physical and mental health.
- Skill Enhancement Workshops, motivational lectures, webinars and Competitive Exam Coaching, Gender sensitization, Environment awareness and Social Service Programmes were approved by IQAC and smoothly conducted to ensure the all round development of the students.

- • These programmers instilled in students empathy for fellow human beings, gender equity, and self-motivation and encouraged self-employability.
- • Under the guidance of IQAC, the Unit of NSS & ECO Club was strengthened and many activities of social and ecological concerns were organized in the college.
- Two MOUs were signed with DA-IICT, Ahmedabad and Government Science College, Ahmedabad for Dew Harvesting and innovation and Environment Conservation respectively.
- • The three new subjects History, Political Science and Geography introduced in 2021-22 in the first year, were effectively launched in the second year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 and recorded the incremental improvement in various activities

- IQAC regularly conducts meetings with various committees of the college & students for reviewing the academic and administrative structures and methodologies adopted by the college and its outcomes.
- • In the year 2022-23, as per the instructions from State Government, college made significant efforts to ease the transition from online to offline in admission process, teaching, learning and internal evaluation & administration.
- • IQAC facilitated classes as per the government's guidelines. Comprehensive evaluation of students was done through assignments and internal tests.
- • Skill Enhancement Workshops, motivational lectures, webinars and Competitive Exam Coaching were approved by IQAC and smoothly conducted to ensure the all round development of the students.
- • These programmers instilled in students empathy for fellow human beings, gender equity, and self-motivation and encouraged self-employability.
- • Under the guidance of IQAC, the Unit of NSS & ECO Club was

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- Two MOUs were signed with DA-IICT, Ahmedabad and Government Science College, Ahmedabad for Dew Harvesting and innovation and Environment Conservation respectively.
- • The three new subjects History, Political Science and Geography introduced in 2021-22 in the first year, were effectively launched in the second year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- Gender consciousness, equity, and safety are

prioritized in the college.

- Girls' Common Room is equipped with CCTV surveillance and sanitary napkin vending machines for enhanced safety.
- Female staff members contribute to a safer environment.
- Various societies and centers like CWDC, NSS, and NCC actively promote gender equity and sensitization through activities.
- Increased number of CCTV cameras and appointment of female security personnel ensure security.
- Co-curricular and extra-curricular activities, including seminars, webinars, competitions, and campaigns, raise awareness about gender equity.
- Fee concessions are provided to female students to discourage dropouts.
- CWDC organizes events, lectures, health camps, legal discussions, and self-defense training.
- Internal Committee addresses harassment issues, while Proctorial Board, Grievance Committee, and Anti-Ragging Cell ensure safety.
- NCC fosters development, while NSS and Social Responsibility Cell drive gender sensitization.
- Round-the-clock high-standard security at the college gate with well-trained guards checking IDs.
- High walls prevent trespassers from entering the campus.
- Safety measures are heightened during events and fests with strict security protocols.
- Annual appointment of Ladies' Representative to the Students Representative Council.
- Psychology department runs a counseling center ensuring confidentiality and resolving issues to prevent education abandonment.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The institution is equipped with a robust waste management infrastructure to address diverse waste streams, adhering to environmentally conscious practices.

Solid Waste Management:

The campus has an organized solid waste management system with strategically placed bins for segregating degradable and non-degradable waste. Regular waste collection services, in collaboration with local municipalities, ensure proper disposal. Awareness campaigns further educate the campus community about responsible waste disposal.

Liquid Waste Management:

An advanced liquid waste management system includes an efficient drainage network and a sewage treatment plant. Regular monitoring of water quality ensures compliance with regulatory requirements, contributing to sustainable water management practices.

E-Waste Management:

The Gujarat government likely has specific regulations in place regarding the handling, disposal, and recycling of electronic waste. These regulations may include requirements for proper collection, transportation, and treatment of e-waste. Thus, our institution is a government institution and we manage E-waste as per government procedures.

Waste Recycling System:

A comprehensive waste recycling system encourages the segregation of recyclable materials at the source. Recycling bins for paper, plastic, glass, and metal are strategically positioned across the campus.

Hazardous Chemicals and Radioactive Waste Management and Biomedical Waste Management:

The institute runs only social sciences and language subjects.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution
system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college strives to instill democratic values, cultural harmony, and inclusivity among its students, with a particular focus on empowering women and honoring diversity. Admissions are conducted inclusively, accommodating marginalized groups and financially disadvantaged students. Special support services are provided for weak and differently-abled students, fostering an inclusive environment.

The college organizes programs to promote academic inclusiveness and raise awareness about road safety, voter education, and cultural development. It celebrates national and international days of significance, reflecting its commitment to inclusivity and harmony. Events such as slogan competitions and the Fit India Freedom Run foster positive interactions among students, while equal emphasis is placed on all regional languages, with degree courses offered in three languages.

The college's admission policies prioritize secular inclusion, ensuring equal opportunities for learning and participation. It actively sensitizes students and staff to their constitutional obligations and values, organizing events like Constitution Day/Samvidhan Divas. National festivals and awareness programs further nurture responsible citizenship, with activities like marches and cleanliness drives.

The college remains dedicated to creating an effective, supportive, and accessible learning environment for all. Through its holistic approach to education and inclusivity, it aims to empower individuals and foster a sense of belonging and community.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college has Internal Complaints Cell, Anti-Ragging Cell, and Anti-Sexual Harassment Cell. National Youth Day, Netaji Subhas Chandra Bose's Birth Anniversary, Gujarat University Foundation Day, Republic Day, Swaraswati Puja, International Mother Tongue Day are celebrated.

The college emphasizes constitutional values, rights, duties, and responsibilities through a range of programs, workshops, seminars, webinars, special lectures, and exhibitions organized by various departments, IQAC, and committees.

Extension activities conducts gender sensitization programs, counseling, entrepreneurship development, value education, and job opportunities. NSS and NCC units play pivotal roles in instilling constitutional obligations and nationalism. NSS organizes visit to old age home, distribuion of old cloths and footwears, visit to perdiatric section of civil hospitals, while environmental campaigns and tree plantation drives promote sustainability.

The college actively engages first-year students in understanding their voting rights, with annual oaths on 'Voters' Day.' Important national days like Constitution Day, Gandhi Jayanti, and Martyr's Day involve awareness activities, cleanliness drives, and lectures. Faculty members contribute to the election process, reflecting the college's commitment to educating constitutionally aware citizens. The college observes International Yoga Day and conducts activities during Vigilance Awareness Week, emphasizing honesty and anti-corruption efforts. National Unity Day is celebrated to honor the nation's history of integration.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college orchestrates the vibrant celebration of national festivals like Independence Day and Republic Day, with active involvement from both students and faculty. These events are meticulously designed to inspire and instill a sense of pride and patriotism among students. Moreover, the college pays tribute to the birth and death anniversaries of revered figures such as Mahatma Gandhi, Sardar Vallabhbhai Patel, and Dr. Babasaheb Ambedkar, Netaji Subahsh Chandra bose.

Thematic days like Sanskrit Day, Teachers' Day, and International

Yoga Day are also observed. The college passionately commemorates significant days such as Constitution Day, and various international observances like World AIDS Day and International Women's Day.

On cultural front, the college celebrates, Navratri, organizes Durga Poojaan and Garba, to instill religious harmony among students and staff members.

The institution's commitment to cultural and constitutional festivals is very evident and are integral parts of co-curricular activities, enriching students' learning experiences and nurturing strong cultural beliefs by organizing cultural programmes and participation in youth festivals. Through these endeavors, the college aims to impart values of nationalism, ethics, and responsibility, while promoting physical and mental well-being among its students.

Students celebrate various days under the guidance of teachers, promoting cultural awareness and a comprehensive understanding of India as a nation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

"COMMUNITY AND SOCIAL CONCIOUSNESS"

The National Service Scheme (NSS) serves as a catalyst for social transformation by instilling the values of community service and civic responsibility among students. Our college leverage NSS units to undertake a wide array of community development activities such as, Cleanliness drives, Organizing cleanliness campaigns, Conducting thalassemia check- up health camps, Tutoring of school students of the neighbouring societies belonging to

weaker section, to empower underprivileged individuals through education, Visit to old age home, Distribution of old clothes and footwears, Visit to civil hospital's pediatrics ward and distribution of books and toys to kids, Skill development workshops, offering skill development workshops to enhance the employability of marginalized youth. NSS activities are meticulously documented, and their impact on communities is evaluated to ensure continuous improvement and effectiveness.

"ECOLOGICAL CONCERNS":

In College, Eco Clubs play a pivotal role in promoting environmental stewardship and sustainable practices among students. The clubs engage in Tree plantation drives Organizing tree plantation initiatives to mitigate environmental degradation and enhance green cover. Waste management, implementing waste segregation, recycling, and composting practices to minimize environmental pollution. Eco Clubs actively collaborate with local authorities, NGOs, and environmental agencies to amplify their impact and foster greater community participation.

These best practices underscore the significance of collaborative efforts in addressing contemporary socio-environmental challenges, thereby enriching the academic landscape, and fostering sustainable development in society.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

With the vision of fostering a startup-driven economy, our institute has established an innovation club and a SSIP cell. These initiatives aim to cultivate an innovative mindset and entrepreneurial skills among our students. Following range of activities have been organized.

Firstly, a four-day hands-on training program was conducted for members of the innovation club. This training covered fundamental concepts in basic electronics, drone technology, energy conversion kits, telescope operation, and the use of VR Globe kits.

Additionally, a visit was arranged to the incubation center at Ganpat University. During this visit, students were exposed to cutting-edge facilities such as 3-D and 5-D printing labs, along with other equipment essential for realizing innovative ideas. Moreover, our institute has forged a MoU with DA-IICT and seminar titled "Sensitization of Young Minds" was organized, featuring faculty members from DA-IICT. Furthermore, students have been encouraged to enhance their skills through online training in block coding and participation in Coding Bootcamps at the state level.

The institute is actively involving its staff members in this innovation drive. FDPs are conducted to equip staff with the necessary tools to support the innovation club and promote the development of innovative ideas among students.

Lastly, the institute's SSIP cell plays a crucial role in realizing the innovative ideas of students. This cell provides funding at various stages of startup development, thereby facilitating the transformation of ideas into viable ventures.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college follows the CBCS pattern and the University academic calendar. The college has qualified faculty who are selected by Gujarat Public Service Commission and appointed by CHE. Each academic year, departments submit individual academic calendars detailing their plan of action for the whole year, keeping in mind the time frame given by the university.

Curriculum is delivered effectively and efficiently using Chalk and Duster Method as well as SmartClassrooms. Expert lectures are conducted with prior approval of IQAC on subjects related to the syllabus and other holistic areas. Students have access to internet on campus and a list of reference books and E material is provided. Students are briefed about the examination patterns and the distribution of internal and external marks by subject teachers. Offline tutorial lectures cater to weaker students and are devoted towards resolving students' doubts. Some faculty members were invited by Gujarat University, Board of Studies to set question papers and for assessment work.

An excellent tutorial and mentor ward system supports the goal of effective curriculum execution. Through the mentor-mentee system, in which each student is allocated a faculty mentor for academic and extracurricular advice, the institution also supports an amalgamation of the academic and mental health of our students. Through interactions and meetings organized by teachers with students as well as their parents, the academic and other challenges faced by kids are appropriately addressed.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

In the beginning of every academic year, academic calendar is uploaded on the website of the university and completion of syllabus and vacations are followed as per the same calendar.

A dual level examination pattern is followed i.e continuous internal assessment and the end semester university examination based on the ratio of 30: 70. The thirty marks are decided on the basis of internal evaluation, assignments, seminars project work, practicals and attendance. Examinations are conducted strictly according to University guidelines and as per Gujarat University syllabus. Foundation and Soft Skill papers at the F.Y.B.A. level consist of 100 marks and assessed as part of University examination. Students are oriented about the evaluation process in the orientation meeting and regularly during classroom teaching.

Examination cell consisting of senior faculty members is formed for smooth functioning of examination process. College ensures transparency in the evaluation process. Result of the internal test is displayed on the notice board. If there is any query, the students can approach the respective department.

Continuous evaluation is done through regular submission of assignments, quizzes and seminars.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

9

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

32

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Various workshops are conducted by Collegiate Women Development Cell such as self defense techniques, skill based and vocational training for women. Awareness of women's rights, legal aid, female hygiene and health issues etc. are tackled through expert lectures. Not only girls but boys are also encouraged to participate in these workshops so as to ensure gender sensitisation.

Gir foundation grants were utilised by the ECO club for tree plantations and marching towards a greener campus. Environmental studies are included in the Foundation paper for Semester II. Students are taught conservation of resources and the value of organic farming. Cleaning staff on campus are taught the necessity of segregation of waste.

NSS students have contributed significantly to society during the pandemic through distribution of grain, spending time with the elderly and sharing with the needy.

Chapters in several courses talked about gender equity and sensitivity issues. Additionally, our institute hosts a number of invited presentations as well as special programmes on gender equality and awareness. There have been programmes on women's safety, maternal and child health, women's empowerment, and selfdefense instruction for female pupils. CWDC is dealing with the complaints of sexual harassments.

The hospital often hosts events including blood donation camps and thalassemia screenings. NCC volunteers are assigned to participate in community events to help pupils understand their social responsibilities. The NSS unit is extremely active and frequently hosts social and cultural events.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

29

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.gacmaninagar.com/includes/pages/-student-satisfaction-survey---2022-23.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
360	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

176

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

GAC Maninagar admits students as per the centralized University merit system following their subject choice. During the admission process, the college admission committee counsels each student in choosing subjects at the time of admission by evaluating her/his mark sheet as well as their interests, however, the final choice lies with the students. Moreover, if a student finds it difficult to cope up at the end of two semesters, then she/he is given a chance to interchange core and first elective subjects in the third semester so that they can perform better.

Once the admission process is over institution conducts an induction program to orient the new batch and familiarize them with the environment and as well as the various aspects of the institution. GACM promotes peer learning through inclusive classrooms catering to its diverse student population. A robust tutorial system allows teachers to examine students' learning needs and challenges to measure their learning levels. A continuous internal assessment and review is used to track their progress. The college identifies slow learners and advanced learners. Remedial classes are conducted for slow and weak learners. For advanced learners, the college offers special lectures by inviting various subject experts to upgrade their knowledge beyond the given curriculum. The institute maintains a proper record of attendance and strictly adheres to the University rules for the same.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
791	16

File Description	Documents
Any additional information	View File

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

Various teaching-learning methodologies are adopted viz. fieldwork and project work are promoted within and outside the classroom through extracurricular and departmental activities. Departments enhance experiential and participative learning by generating opportunities for students to engage with experts in academia, research as well as industry. Seminars, conferences, workshops, webinars, and guest lectures are organized by all departments to expose students to academicians, practitioners, and experts in various fields. Experiential and participative learning is also enhanced through a very wide array of extra-curricular and co-curricular activities. Some of the activities are as follows;

- Cooperative lectures are conducted each year by the Department of Economics in collaboration with the Ahmedabad District Cooperative Union which is under Gujarat State Cooperative Union.
- Department of English runs 'English Language and Literature Club' on alternate Saturdays where group discussions, presentations, movie and documentary screening is done.
- Visits to L.D Institution of Indology and Heritage Walk are undertaken by the Department of Indology and Sanskrit.
- The Department of Psychology has a counseling center for

students.

- Department of Political Science involved students in the task of electoral enrolment so that they may comprehend the electoral process better. Each year the college appoints Campus Ambassadors who represent the youth voters.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT infrastructure in GAC Maninagar includes a Wi-Fi campus, classrooms with projection facilities, computer labs, and a library equipped with AV content and audiobooks for visually challenged students. The well-equipped computer labs (Digital Resource Centre) ensure that all students have access to ICT facilities in the college. Administrative and technical support is available for the smooth rendering of academic learning.

The use of ICT tools has become integral in preparing lectures. sourcing and distributing reading material, collecting information, maintaining records, and communicating. Chalk and talk are supplemented by presentations routinely to help students visualize better. Besides using ICT tools for teaching-learning, administration, and evaluation, the College also used ICT tools for providing a learning environment for holistic development through webinars, quizzes, performing arts, etc. The holistic development of all students is monitored through an effective accompaniment and mentoring system. The college has adopted many innovative practices in teaching-learning to further encourage innovation in Teaching and Learning. The college conducts free of cost coaching classes for the students to brush up their knowledge of computer. Students use computer lab to fill out online examination forms, mock tests, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

16

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

14	
File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
188	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>The college adheres to the guidelines and regulations of Gujarat University pertaining to internal assessment. While adhering to the University norms regarding internal assessment, the college has retained the flexibility to allow teachers to design the pattern and schedule of internal assessment to best suit the domain requirements of the course being assessed, and the profile of the students attending the course. As per college policy, students are given multiple opportunities to improve their performance. Students are provided practice questions and practice tests. The tutorial system clears doubts and prepares for internal assessments as well as semester-end centralized examinations.</p> <p>The finally compiled internal assessment grade is shared with students, and displayed on departmental notice boards for at least a week. This allows for a prompt correction of errors,</p>	

should any occur. Due concessions for extracurricular and co-curricular activities are granted. Grievance redressal and scrutiny are done by the moderation committee, both at the department level and college level. A meeting of the examination committee, Heads of departments, and the principal is convened before examinations to discuss the exam schedule, evaluation timeline, and troubleshooting if any. A meeting is convened after examinations for assessment of results. Moreover, the college is also a center for university examinations.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The Process of internal assessment is implemented by the examination committee of the college which consists of senior faculty and Convenors of admission committees for each year. The examination committee is responsible for transparency, accountability, and punctuality in the internal evaluation process. Each faculty takes care of seminars, attendance, and assignments in the papers assigned to them. Marks are submitted and compiled by Heads of the departments before submitting to the examination committee. Internal exams are conducted as per the university academic calendar. If a student has any query about his performance, then the concerned teacher addresses his/her doubt till the student is satisfied. Any modification in marks is duly rectified and the student is informed of the same.

The internal evaluation process is explained in detail to the new students during the orientation program. Internal marks of 30 consisting of examinations, assignments, seminars, and attendance are sent to the university and an external evaluation of 70 marks is conducted in the university examinations at the end of each semester. The college retains the answer sheets for three years for any queries that may crop up. If a student is dissatisfied with his/her performance in the university examinations re-assessment process is also

initiated by the college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college strictly adheres to the academic calendar and examination schedule announced by the University. The academic calendar is displayed on the college website and the college website is also regularly updated on all matters. Contact details on the website enable students to access administrative support staff as and when required. Links to all University documents concerning the Undergraduate framework are available on the college website. The college website also provides various student-centric links to the Gujarat University portal.

Board of Studies of different subjects informs the department of changes in the syllabi and heads of the department allocate papers for teaching to the faculties after internal discussions. The objectives and expected outcomes of various courses are also evaluated at the beginning of the semester. Students are familiarised with different courses run by the college at the time of admission. They are further acquainted with the syllabus and examination pattern during orientation and individual subject lectures. Course outcomes are discussed in classrooms and by the placement cell. It is our constant endeavor to introduce students to critical and research-oriented thinking. Language students enrich their language and learn about human and moral values, culture, and traditions of different regions and countries. In the Social Science subjects, students are taught the relevance of their topics in the current scenario. For example, economic students are introduced to Cooperative management through practical classes,

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college believes in continuous upgradation and works towards the attainment of the desired outcome in its teaching-learning process. Faculty members share with their students a detailed and comprehensive teaching scheme that lays out the structure and weekly distribution of lectures, tutorials, and practicals that help bridge the gap that emerges in routine classes. Systemic mechanisms are in place to continuously monitor the academic progress of students and ensure that course and programme outcomes are attained.

All Heads of the Departments discuss the course outcomes at the beginning of the academic year with other members. Syllabiis discussed and the examination pattern is conveyed to the students in class. Teachers regularly ensure that the course content is delivered fruitfully through a healthy rapport with the students in class. Question papers are set in such a manner as to assess how much the student has grasped. Class tests also ensure the same. Results and feedback forms are analyzed so that the administration is aware of lacunas in different spheres. Assignments/projects submitted by students and marks obtained by them also indicate the outcomes. Marks are also reserved for attendance, this ensures that students attend

classes sincerely. Feedback forms are discussed with the stakeholders and necessary action is taken to resolve problem areas.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

108

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.gacmaninagar.com/includes/pages/-student-satisfaction-survey---2022-23.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

01

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

4

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institute is committed to sensitize its students about social issues and instill in them values of Community Service, Empathy, Civic Responsibility and Group Living. As a part of Extension Activities, an NSS unit was established in the college in which 100 students actively participated in various Social Service activities carried out throughout the year for the wellbeing of its neighboring community and needy people in the city. Various Programmes viz Tree Plantation Drive, Seven Days workshop on 'Cooperation', 'Swachhta Abhiyan' Programmes, Awareness and Oath Taking for Organ Donation, Visit to Old Age Home, Awareness Programme on "No Plastic Use", Grain, Footwear

Distribution in the neighboring areas, Fruits, Biscuits and Toy Distribution at Civil Hospital were organized by the college for development and wellbeing of its neighborhood community which in turn helped to create compassion, understanding and team work in students ensuring their holistic development.

The college also has an active Women's Cell which organizes various programmes and activities for gender sensitization and address issues faced by female students and women of the society. A lecture was organized for addressing the issues and dilemmarelated to menstrual cycle, meno pause and nutrition.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

85

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

5869

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

02

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college makes systematic efforts to ensure constant and continuous updation in the infrastructure. It's equipped with all the required basic amenities which include sufficient number of classrooms, laboratories and staff rooms. Committees are in place for creation, maintenance and enhancement of infrastructure. The institution approaches RUSA, Knowledge Consortium of Gujarat and Commissioner Higher Education for allocation of various funds. Class rooms can accommodate 90 students each (approximately) College is well equipped with computers. College has smart classrooms equipped with smart boards which are regularly used for teaching-learning and imparting quality education.

- All Faculty Members and students have access to computing equipments - computers and printers, which helps in improving their performance
- Dell-cum-Computer Lab:01(Room No. 220): 25+1 =26 computers with Wi-Fi facility are available for students. 25 students can use the computer lab at a time. A rich library with Soul software version-2.0 since 2013. It has rare books of Shastriji, donated by his family.
- A well equipped Psychology laboratory.
- Multi- purpose hall.
- Museum dedicated to K K Shastriji

- A large campus where outdoor sports and cultural events are conducted.
- CCTV cameras have been upgraded this year to cover the entire campus and classrooms. This ensures enhanced security and transparency during examinations as well.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- The college has a large campus for sports activities, both indoor and outdoor.
- Self defence classes, yoga and aerobics are conducted in the multi- purpose hall.
- Separate rooms for NCC girls' unit, NSS unit, CWDC unit are allotted for smooth functioning of activities.
- Sports activities are encouraged on campus while participation in inter college events is ably supervised by the PTI.
- Upgradation of sports equipment is taken care of on a regular basis through annual sports' grants and fees.
- Government grants and cultural fees are utilised for upgrading cultural facilities and equipment.
- Most cultural events are hosted in the auditorium or outdoors when the weather permits.
- Government grant is dispersed each year in such a manner that all cultural heads are taken care of. Cultural activities fall under the wing of 'Saptdhara' where all events are taken care of.
- CWDC grant is used for skill development of the girl students and for gender sensitisation of both boys and girls.
- SSIP grant is utilised for developing innovative mindset and research oriented attitude in students. Lectures for creating awareness towards start ups are regularly organized.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

5396400

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Our college has a rich library. Students are encouraged to use the facilities on a regular basis. During lectures, faculty members recommend reference books prescribed in the syllabus and extra reading material. Library is partially digitalised and intends to be fully automated in coming years.

- The college procured e content related to the syllabus for the visually challenged from the Adult Education Centre for the Blind. This aids students who are differently abled to bridge their handicap.
- The college takes special care to add books that are helpful for competitive examinations so that students may prepare for and qualify in services immediately after their graduation.
- The books are purchased on the recommendation of the faculty members.
- The list of 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.
- certain grants are also given by generous donors and procured from Sahitya Academy and Granth Norman Board at subsidised rates.
- Our college library has installed Soul software version-2.0 since 2013.
- The library has Bar code reader which facilitates easy issue and return of books and thereby smoothens the functioning of the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

56060

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

15

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

- All academic departments and administrative office in the college have been given the facility of computers, printers and photo copy machines.
- The institution has upgraded LAN facilities last year to meet the demands of online teaching and webinars.This

emboldened the existing internet facilities and enabled high speed internet of up to 100 mbps to reach the offices, classrooms and staff rooms.

- Facilities for on line fee collection, assessment work, teaching, webinars were upgraded.
- The college regularly upgrades IT infrastructure and associated facilities by purchasing new hardware as well as software for different departments and administrative offices.
- In house Photocopiers have helped us to print question papers on campus so that complete secrecy may be maintained and at the same time make the process economically viable.
- CCTV cameras have been upgraded this year to cover the entire campus and classrooms. This ensures enhanced security and transparency during examinations.
- Computers were purchased under RUSA component 9 equity initiative.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

5396400

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The college has well defined government guidelines and procedures for repairing, maintaining and utilizing physical, academic and support facilities. While the building is under the purview of Roads and Buildings department, purchase and up gradation of IT and other necessary items is accomplished through government grants. Library, sports facilities, computers and classrooms are regularly monitored by the college committees under the guidance of the Principal.

Arrangemet for proper and timely maintainence of these facilities is done with the help of available grants of the government. Purchase of items is done after submission of proposal, review and approval of grant by purchase committee.

All purchase is done through GEM and any item above 25000/- is bought after due permission of District Level Purchase Committee.

The responsibility for cleaning the campus and security rests with contractual staff. Grant for the same is provided by the government.

Green Audit is conducted regularly. The students and staff look after the environment friendly methods of disposal of garbage on campus and solar panels are properly maintained.

E- waste, used answer books and other discarded material is sold off to the concerned/ deputed agencies appointed by the government only after proper verification by committees.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

235

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
205	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
205	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

25

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

7

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college is aware of its responsibility to instill leadership qualities in its students and also make them aware of the democratic process in selecting leaders while serving the society as leaders themselves. Keeping this in mind, the SRC (Students' Representative Council) is formed in the college on the basis of academic merit and in accordance with Gujarat university rules. The students' council consists of a General Secretary, Cultural Secretary, Ladies' Representative, Sports Secretary and class representatives selected from different classes and divisions of the college. Ladies Representative is appointed so that the girls receive a fair representation. Students are selected from each class so that there is a balanced representation. The staff encourage the SRC to organize various activities of the college. The council also submits suggestions for celebration of days and important activities of the college. They manage the extracurricular, cultural and sports activities within the campus, maintain discipline and cleanliness on the campus and voluntarily help in organizing programmes. The council is also encouraged to bring issues pertaining to the welfare of the students before the Principal. In short, they serve as a bridge between the staff and students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

81

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The college has a registered Alumni Association from the year 2013. The association helps ex-students to cherish the special bond that they have with the alma mater. Alumni meet is conducted every year. Alumni are invited for motivational interactions with the students and to share their experiences. Apart from the general alumni association, every individual department also takes care its own separate alumni group. The 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. The college invites and encourages participation of ex- students in various extra curricular activity such as Coaching classes. Reading facilities are provided to ex students in the library.

The alumni act as mentors to current students. Ex- NCC cadets help in training existing cadets in the drill and march pasts. Alumni who were sports persons pitch in for existing sports events and help prepare students for university and national events. They also help train current students for cultural events.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>Vision: To provide quality education and incorporate the latest trends in teaching and learning. To cater to the needs of the environment and imbibe ethical values to mould better citizens for society.</p> <p>Mission: Teach moral conduct through a humanitarian approach, discipline and reverence for the nation. The mission of the college is to provide value-based education and to bring out the hidden potentials of students. To inculcate curiosity and commitment in academics.</p> <p>Objectives: To give equal opportunities to all. To enhance research. To create self-confidence by offering holistic development of students.</p> <p>Quality education is the motivating force behind Government Arts College, Maninagar. The core values imparted are good moral character, respect for others, honesty, self-discipline, hard work, love of learning and appreciation of diverse religions and culture. The institution is committed towards building an atmosphere of growth based on equality for all stakeholders. The college encourages students and teachers to enhance research and build a critical mind through seminars, workshops, conferences and research projects. The aim of any institution of higher learning is placement for its students. In this direction, we have organised campus placements, coaching for competitive examinations and skill development workshops with the aid of government grants.</p>	

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

- The college, overseen by the Department of Higher Education, Government of Gujarat, boasts a decentralized, proactive, and participative management structure, granting the Principal authority to govern within governmental regulations.
- Action plans, aligned with CHE guidelines, are collaboratively developed by both teaching and non-teaching staff.
- Proposals for activities originate from teachers and students, approved in consultation with the IQAC and various committees, ensuring broad participation.
- The institute also supports all teaching staff to join Faculty Induction Program, Faculty Development Program, short term courses, Orientation Programs and Refresher Course to upgrade their knowledge in their specific area.
- Faculty members are actively involved in committees, fostering a sense of ownership and responsibility.
- Student evaluation comprises exams, assignments, and attendance monitoring.
- Initiatives like the 'Finishing School'; supported by KCG, focus on enhancing students' communication skills and overall development.
- Admissions are conducted through the COGENT portal, adhering to KCG and Gujarat University regulations.
- The college hosts SSIP and Innovation Clubs, facilitating student entrepreneurship and creativity.
- The Saptdhara Committee aids students' holistic development through diverse avenues.
- Grants from UGC-RUSA and KCG are utilized for knowledge enhancement and institutional advancement, overseen by a Purchase Committee.
- Procurement is streamlined through the GeM Portal, contributing to the institute's progress.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In the academic year 2022-23, our college designed its academic and extra curricular activities annual plan keeping in view the guidelines of NEP 2020. College planned various short term courses aiming to provide students with a broader range of choices, aligning with the objectives outlined in the National Education Policy (NEP) and the recommendations of the NAAC peer team.

Furthermore, our college has embraced a decentralized power structure to maximize the utilization of institutional resources. Various committees have been established to oversee both academic and non-academic activities, ensuring efficient governance and operation within the college. These committees work in coordination with the Institutional Quality Assurance Cell (IQAC) to set objectives and determine the course of action for programs and initiatives.

With a focus on holistic student development, every committee endeavors to support students throughout the academic year. Additionally, recognizing the importance of comprehensive growth, the college has instituted the Saptdhara Committee dedicated to aiding students through a variety of developmental programs.

Through these measures, our college is committed to offering a diverse academic curriculum, fostering student engagement, and facilitating their overall growth and development in line with contemporary educational standards and best practices.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Government Arts College in Maninagar operates under the auspices of the Education Department, Government of Gujarat, with oversight from the Director of Higher Education. The daily administration is managed by the Principal, who works in collaboration with academic and administrative staff. Recruitment procedures and service regulations adhere to guidelines set forth by the Department of Higher Education and Gujarat State Civil Service Rules.

The administrative wing is headed by the Head Clerk, supported by Senior and Junior Clerks, Peons, and a Librarian. The academic wing comprises Associate and Assistant Professors, Contractual Lecturers, Visiting Lecturers, and Physical Training Instructors (PTI).

To facilitate co-curricular and extracurricular activities, the college has established various committees and cells, each led by a Convener and comprised of members. An Annual Self-Appraisal Review system is implemented for both administrative and academic staff, with evaluations conducted by the Principal and reviewed by higher authorities such as the Commissioner of Higher Education and Principal Secretary of Higher Education.

Participative management is promoted through the Student Representative Council (SRC) and other committees, with the Institutional Quality Assurance Cell (IQAC) ensuring qualitative standards. A grievance redressal cell addresses concerns and suggestions, with actions reported back to the IQAC and the Principal for further review and implementation.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

- The teaching and non-teaching staff is granted all benefits as per government regulations. Government staff gets the benefit of pension schemes such as GPF/CPF, regular annual increments, government housing benefits, medical aid and leave etc. Leave Travel Concessions (LTC), and leave encashment benefits as per Government of Gujarat and university rules is granted.
- Group medical insurance of the staff has been taken care of by the government.
-
- Teaching staff and non-teaching staff is constantly motivated to attend workshops, seminars and professional training programmes for updating of their knowledge, duty leave is granted for the same.
-
- Administrative staff participated in departmental

examinations for promotions. The college supports the staff with all IT and internet facilities for their academic progress.

-
- The institution ensures that outsourced staff is given festival bonus, uniforms twice a year and ESI and EPF is deducted for their benefit. An 'emergency fund' has been initiated by the staff for the benefit of class 4 employees of the college who are given monetary help after approval of staff club and the Principal for such crises as children's fees or medical emergencies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

To evaluate the performance of the faculty in teaching and nonteaching staff of the institute, the mechanism of self-appraisal is executed on the basis of the norms of UGC and

Gujarat Government. Both formal and informal means are used for evaluating the performance of the teaching and nonteaching staff of the college. The college teacher has to submit his/her self-appraisal report 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. It verifies and reports to the principal which is submitted to the Director of Higher Education. The formal mechanisms for the evaluation of the Performance of the faculty are self-appraisal report and feedback of students. The informal evaluation is done through surprise visits to the class by the Principal and casual conversations with students, parents, alumni and colleagues. The non-teaching staff also fills and submits its self-appraisal report to the principal which after verification is sent to CHE.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Performance audit and financial audits are conducted at regular intervals. The financial resources of the college are managed in an effective and fool proof manner. There is a fully computerized account department supported by IFMS. All transactions are supported by invoice and vouchers. There are two types of audits -internal audits and statutory audits (Accountant General- Rajkot). The accounts of the institute are audited annually and externally by a qualified Chartered Accountant appointed by the institute. The Government deputes its audit team through Commissioner of Higher Education (CHE) and AG RAJKOT. Audit team conducts audit of the salary grants, non-salary grants received from the government as well as the fees collected from students. If any objection is made by the audit team, the same must be cleared before the next claims are submitted. The inputs and remarks given by the auditor are

incorporated by the college in the future functioning of the college. Utilization certificates are submitted by the office for grants given by KCG. Government audit was conducted and cleared in December 2022. Minor objections were taken and resolved fully. Performance audit was also conducted by A. G. Rajkot for the academic years 2014 to 2020.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- The Government of Gujarat governs the college, which adheres to a well-defined financial policy. Annually, the college compiles a comprehensive list of requirements for the forthcoming academic year, covering essentials such as books, equipment, computers, and instruments. These requisitions are forwarded to higher authorities for evaluation and approval.
- The accountant prepares the college budget based on these requirements, which is then submitted to the Commission for Higher Education (CHE) and the Knowledge Consortium of Gujarat (KCG) for further consideration and sanction.
- Under the guidance of the Principal, a Purchase Committee

is established to mobilize funds in accordance with government procurement procedures. This committee assesses the listed requirements, prioritizes them, and ensures optimal utilization of available financial resources.

- In-depth analysis of annual expenditure and budget scrutiny by the Purchase Committee ensures efficient resource allocation, particularly for major equipment purchases. Funds from library grants, Saptdhara, and UDISHA are utilized for the acquisition of books, journals, and reference materials for undergraduate students.
- The Purchase Committee oversees the procurement process, ensuring adherence to proper tendering procedures. Additionally, certain items are acquired through centralized dispersal procedures facilitated by CHE. The college has also initiated registration on the Government e-Marketplace (GeM) portal, streamlining purchasing procedures and enhancing efficiency.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

IQAC has made significant contribution for enhancing the quality of education and administration of the college.

- IQAC regularly conducts meetings with various committees of the college & students for reviewing the academic and administrative structures and methodologies adopted by the college and its implementation.
- As per the guidelines of the Gujarat University and the government of Gujarat, IQAC ensures dissemination of indepth knowledge of core subjects as well as encourages multi disciplinary approach for holistic development of students simultaneously conducts comprehensive evaluation of students through assignments and internal tests.
- Yog Master Trainer' Certificate Course was started in the college which provided students with opportunity for self

employment simulataneously enhanced their physical and mental health.

- •Skill Enhancement Workshops, motivational lectures, webinars and Competitive Exam Coaching, Gender sensitization, Environment awareness and Social Service Programmes were approved by IQAC and smoothly conducted to ensure the all round development of the students.
- • These programmers instilled in students empathy for fellow human beings, gender equity, and self-motivation and encouraged self-employability.
- • Under the guidance of IQAC, the Unit of NSS & ECO Club was strengthened and many activities of social and ecological concerns were organized in the college.
- Two MOUs were signed with DA-IICT, Ahmedabad and Government Science College, Ahmedabad for Dew Harvesting and innovation and Environment Conservation respectively.
- • The three new subjects History, Political Science and Geography introduced in 2021-22 in the first year, were effectively launched in the second year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 and recorded the incremental improvement in various activities

- IQAC regularly conducts meetings with various committees of the college & students for reviewing the academic and administrative structures and methodologies adopted by the college and its outcomes.
- • In the year 2022-23, as per the instructions from State Government, college made significant efforts to ease the transition from online to offline in admission process, teaching, learning and internal evaluation & administration.
- • IQAC facilitated classes as per the government's guidelines. Comprehensive evaluation of students was done through assignments and internal tests.

- • Skill Enhancement Workshops, motivational lectures, webinars and Competitive Exam Coaching were approved by IQAC and smoothly conducted to ensure the all round development of the students.
- • These programmers instilled in students empathy for fellow human beings, gender equity, and self-motivation and encouraged self-employability.
- • Under the guidance of IQAC, the Unit of NSS & ECO Club was strengthened and many activities of social and ecological concerns were organized in the college.
- Two MOUs were signed with DA-IICT, Ahmedabad and Government Science College, Ahmedabad for Dew Harvesting and innovation and Environment Conservation respectively.
- • The three new subjects History, Political Science and Geography introduced in 2021-22 in the first year, were effectively launched in the second year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- Gender consciousness, equity, and safety are prioritized in the college.
- Girls' Common Room is equipped with CCTV surveillance and sanitary napkin vending machines for enhanced safety.
- Female staff members contribute to a safer environment.
- Various societies and centers like CWDC, NSS, and NCC actively promote gender equity and sensitization through activities.
- Increased number of CCTV cameras and appointment of female security personnel ensure security.
- Co-curricular and extra-curricular activities, including seminars, webinars, competitions, and campaigns, raise awareness about gender equity.
- Fee concessions are provided to female students to discourage dropouts.
- CWDC organizes events, lectures, health camps, legal discussions, and self-defense training.
- Internal Committee addresses harassment issues, while Proctorial Board, Grievance Committee, and Anti-Ragging Cell ensure safety.
- NCC fosters development, while NSS and Social Responsibility Cell drive gender sensitization.
- Round-the-clock high-standard security at the college gate with well-trained guards checking IDs.

- High walls prevent trespassers from entering the campus.
- Safety measures are heightened during events and fests with strict security protocols.
- Annual appointment of Ladies' Representative to the Students Representative Council.
- Psychology department runs a counseling center ensuring confidentiality and resolving issues to prevent education abandonment.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The institution is equipped with a robust waste management infrastructure to address diverse waste streams, adhering to environmentally conscious practices.

Solid Waste Management:

The campus has an organized solid waste management system with

strategically placed bins for segregating degradable and non-degradable waste. Regular waste collection services, in collaboration with local municipalities, ensure proper disposal. Awareness campaigns further educate the campus community about responsible waste disposal.

Liquid Waste Management:

An advanced liquid waste management system includes an efficient drainage network and a sewage treatment plant. Regular monitoring of water quality ensures compliance with regulatory requirements, contributing to sustainable water management practices.

E-Waste Management:

The Gujarat government likely has specific regulations in place regarding the handling, disposal, and recycling of electronic waste. These regulations may include requirements for proper collection, transportation, and treatment of e-waste. Thus, our institution is a government institution and we manage E-waste as per government procedures.

Waste Recycling System:

A comprehensive waste recycling system encourages the segregation of recyclable materials at the source. Recycling bins for paper, plastic, glass, and metal are strategically positioned across the campus.

Hazardous Chemicals and Radioactive Waste Management and Biomedical Waste Management:

The institute runs only social sciences and language subjects.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above						
<table border="1"> <thead> <tr> <th data-bbox="89 472 533 551">File Description</th> <th data-bbox="533 472 1396 551">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="89 551 533 651">Geo tagged photographs / videos of the facilities</td> <td data-bbox="533 551 1396 651" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="89 651 533 725">Any other relevant information</td> <td data-bbox="533 651 1396 725" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	View File	Any other relevant information	No File Uploaded	
File Description	Documents						
Geo tagged photographs / videos of the facilities	View File						
Any other relevant information	No File Uploaded						
7.1.5 - Green campus initiatives include							
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants 	A. Any 4 or All of the above						
<table border="1"> <thead> <tr> <th data-bbox="89 1205 533 1283">File Description</th> <th data-bbox="533 1205 1396 1283">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="89 1283 533 1384">Geo tagged photos / videos of the facilities</td> <td data-bbox="533 1283 1396 1384" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="89 1384 533 1458">Any other relevant documents</td> <td data-bbox="533 1384 1396 1458" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	View File	Any other relevant documents	No File Uploaded	
File Description	Documents						
Geo tagged photos / videos of the facilities	View File						
Any other relevant documents	No File Uploaded						
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution							
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above						

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college strives to instill democratic values, cultural harmony, and inclusivity among its students, with a particular focus on empowering women and honoring diversity. Admissions are conducted inclusively, accommodating marginalized groups

and financially disadvantaged students. Special support services are provided for weak and differently-abled students, fostering an inclusive environment.

The college organizes programs to promote academic inclusiveness and raise awareness about road safety, voter education, and cultural development. It celebrates national and international days of significance, reflecting its commitment to inclusivity and harmony. Events such as slogan competitions and the Fit India Freedom Run foster positive interactions among students, while equal emphasis is placed on all regional languages, with degree courses offered in three languages.

The college's admission policies prioritize secular inclusion, ensuring equal opportunities for learning and participation. It actively sensitizes students and staff to their constitutional obligations and values, organizing events like Constitution Day/Samvidhan Divas. National festivals and awareness programs further nurture responsible citizenship, with activities like marches and cleanliness drives.

The college remains dedicated to creating an effective, supportive, and accessible learning environment for all. Through its holistic approach to education and inclusivity, it aims to empower individuals and foster a sense of belonging and community.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college has Internal Complaints Cell, Anti-Ragging Cell, and Anti-Sexual Harassment Cell. National Youth Day, Netaji Subhas Chandra Bose's Birth Anniversary, Gujarat University Foundation Day, Republic Day, Swaraswati Puja, International Mother Tongue Day are celebrated.

The college emphasizes constitutional values, rights, duties, and responsibilities through a range of programs, workshops,

seminars, webinars, special lectures, and exhibitions organized by various departments, IQAC, and committees.

Extension activities conducts gender sensitization programs, counseling, entrepreneurship development, value education, and job opportunities. NSS and NCC units play pivotal roles in instilling constitutional obligations and nationalism. NSS organizes visit to old age home, distribuion of old cloths and footwears, visit to perdiatric section of civil hospitals, while environmental campaigns and tree plantation drives promote sustainability.

The college actively engages first-year students in understanding their voting rights, with annual oaths on 'Voters' Day.' Important national days like Constitution Day, Gandhi Jayanti, and Martyr's Day involve awareness activities, cleanliness drives, and lectures. Faculty members contribute to the election process, reflecting the college's commitment to educating constitutionally aware citizens. The college observes International Yoga Day and conducts activities during Vigilance Awareness Week, emphasizing honesty and anti-corruption efforts. National Unity Day is celebrated to honor the nation's history of integration.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

<p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff</p> <p>4. Annual awareness programmes on Code of Conduct are organized</p>	<p>A. All of the above</p>
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File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college orchestrates the vibrant celebration of national festivals like Independence Day and Republic Day, with active involvement from both students and faculty. These events are meticulously designed to inspire and instill a sense of pride and patriotism among students. Moreover, the college pays tribute to the birth and death anniversaries of revered figures such as Mahatma Gandhi, Sardar Vallabhbhai Patel, and Dr. Babasaheb Ambedkar, Netaji Subahsh Chandra bose.

Thematic days like Sanskrit Day, Teachers' Day, and International Yoga Day are also observed. The college passionately commemorates significant days such as Constitution Day, and various international observances like World AIDS Day and International Women's Day.

On cultural front, the college celebrates, Navratri, organizes Durga Poojaan and Garba, to instill religious harmony among students and staff members.

The institution's commitment to cultural and constitutional festivals is very evident and are integral parts of co-curricular activities, enriching students' learning experiences and nurturing strong cultural beliefs by organizing cultural programmes and participation in youth festivals. Through these endeavors, the college aims to impart values of nationalism, ethics, and responsibility, while promoting physical and mental well-being among its students.

Students celebrate various days under the guidance of teachers, promoting cultural awareness and a comprehensive understanding

of India as a nation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

"COMMUNITY AND SOCIAL CONCIOUSNESS"

The National Service Scheme (NSS) serves as a catalyst for social transformation by instilling the values of community service and civic responsibility among students. Our college leverage NSS units to undertake a wide array of community development activities such as, Cleanliness drives, Organizing cleanliness campaigns, Conducting thalassemia check- up health camps, Tutoring of school students of the neighbouring societies belonging to weaker section, to empower underprivileged individuals through education, Visit to old age home, Distribution of old clothes and footwears, Visit to civil hospital's pediatrics ward and distribution of books and toys to kids, Skill development workshops, offering skill development workshops to enhance the employability of marginalized youth. NSS activities are meticulously documented, and their impact on communities is evaluated to ensure continuous improvement and effectiveness.

"ECOLOGICAL CONCERNS":

In College, Eco Clubs play a pivotal role in promoting environmental stewardship and sustainable practices among students. The clubs engage in Tree plantation drives Organizing tree plantation initiatives to mitigate environmental degradation and enhance green cover. Waste management, implementing waste segregation, recycling, and composting practices to minimize environmental pollution. Eco Clubs actively collaborate with local authorities, NGOs, and

environmental agencies to amplify their impact and foster greater community participation.

These best practices underscore the significance of collaborative efforts in addressing contemporary socio-environmental challenges, thereby enriching the academic landscape, and fostering sustainable development in society.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

With the vision of fostering a startup-driven economy, our institute has established an innovation club and a SSIP cell. These initiatives aim to cultivate an innovative mindset and entrepreneurial skills among our students. Following range of activities have been organized.

Firstly, a four-day hands-on training program was conducted for members of the innovation club. This training covered fundamental concepts in basic electronics, drone technology, energy conversion kits, telescope operation, and the use of VR Globe kits. Additionally, a visit was arranged to the incubation center at Ganpat University. During this visit, students were exposed to cutting-edge facilities such as 3-D and 5-D printing labs, along with other equipment essential for realizing innovative ideas. Moreover, our institute has forged a MoU with DA-IICT and seminar titled "Sensitization of Young Minds" was organized, featuring faculty members from DA-IICT. Furthermore, students have been encouraged to enhance their skills through online training in block coding and participation in Coding Bootcamps at the state level.

The institute is actively involving its staff members in this innovation drive. FDPs are conducted to equip staff with the necessary tools to support the innovation club and promote the development of innovative ideas among students.

Lastly, the institute's SSIP cell plays a crucial role in realizing the innovative ideas of students. This cell provides

funding at various stages of startup development, thereby facilitating the transformation of ideas into viable ventures.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- To effectively implement the guidelines of National Education Policy, 2020 in the college under the guidance of the Education Department and University
- To organize Career Guidance and Counselling programme frequently.
- Reaffirmation of the existing committee of the College.
- To instill social compatibility and inculcate civic sense and core values of life through various activities to be initiated by the college.
- To organise more student centric programmes.
- To motivate faculties to participate in the FDP, refresher courses.
- To accelerate research work of staff members in the institution.
- To boost up placement activities.
- Improved use of ICT in teaching-learning.
- To conduct national seminar and workshop for students to encourage them for start-ups and innovations.
- To train the teachers for improved computer and technological proficiency.
- Computer Training of the office staff so that they are able to efficiently handle the automation of the online administrative work.
- To introduce relevant vocational courses as per NEP 2020 guidelines
- To work towards outcome based education
- To take the institute towards excellence by launching new courses in collaboration with other institutes.
- To provide opportunities and infrastructure to students for hybrid mode of education so that students can acquaint themselves with modern and global trends in education.