



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**GOVERNMENT ARTS AND COMMERCE COLLEGE,
SONGADH**

GOVERNMENT ARTS AND COMMERCE COLLEGE, SONGADH, DISTRICT TAPI
394670
gaccsongadh.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Education Department, Government of Gujarat started Government Arts and Commerce College in the historical town of Fort-Songadh, District Tapi in June, 2001, situated in the interior of the tribal area.

The college was started with the aim of providing higher education along with Social and Cultural values in the premises of Sarvajanik High School, Songadh.

At present we have 1931 strength of students out of which more than 60% are girl students and more than 95% are ST students. The college started with 221 students in Arts and 19 students in Commerce faculty but at present, in the year 2017-18 the strength of college comprised of 1833 students: 840 Male and 993 Female. The college building has a large premise with separate hostels for boys and girls having a capacity to accommodate 120 boys and 90 girls respectively. There are 16 big rooms which can accommodate 180 students in each one and 8 rooms having a capacity to accommodate 90 students.

There was no institution providing higher education from Vyara to Nizar prior to 2001. With a view to satisfying the basic needs of providing higher education to the students of the most interior area the government started this institution.

At the initial stage the college functioned in the premises of the Sarvajanik High School but the government realised the need of a separate building for college, allocated 1759 lakhs rupees for the construction having a vast campus with all the amenities like hostels, Gymnasium, playground, a staff room with separate table, chair and computer for each department, and library for students.

The institution has proved to be a blessing to the tribal students. It has been the constant efforts of the education department to bring up the students of such an interior tribal area with a view to taking them to the pinnacle of higher education. Our objectives have been to provide education to make their career so that they can compete at the national and international level. Both the academic and non-academic staff is on their toes to make their efforts a success.

Vision

The vision of our college is to educate tribal youth and prepare them for the dynamic global competitive scenario while focusing on the computer proficiency, students' communication skills and quality education.

Mission

Our mission is to transform the life of the underprivileged, the rural and tribal students through quality higher education and mould them into responsible citizens.

Our efforts have been to bridge the gap of knowledge and skills between the tribal students and urban students, so that they can cope up with the competitive world scenario.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Strength of the college forms the pillars of the college.

- Our College has highest number of students among all the colleges affiliated to Veer Narmard South Gujarat University. Our College has 1931 students as on 2018-19.
- Female students are more than 60 % that is almost more than 1300 girl students.
- Our goals are one - the holistic development of students along with academic development of the employees.
- Students are future citizens of Indian and we not just shape student`s future but we are shaping India`s future. So we emphasize on character building of the students.
- Our quest is for Excellence in all the activities that we do.
- Faculties always tries to give their best to impart knowledge to the students.
- We all believe that we all are learners – there is an environment of learning in our college.
- Affirmative and supportive atmosphere for learning.
- Work is done in time.
- We have a very well maintained green and pollution free large campus.
- Large sports ground is also there for students.

Institutional Weakness

Weaknesses

- Teacher student ration is improper.
- Post-graduation is required for Arts and Commerce students as there is dearth Post graduation colleges in this tribal area.
- Upgrading library with proper resources and making them online resources for students which they can assess anytime and from anywhere.
- Proper infrastructure for library and room spaces for students.
- Need for permanent staff as it compromises the teacher-student ratio.
- Student computer ratio is improper. Need for more computers as we have 1931 students and 21 teacher staff in comparison to 42 computers.
- All classes to be made Smart classrooms.
- Lack of office staff.
- The ratio of permanent to visiting teachers is improper.

Institutional Opportunity

Opportunities -

- Innovation and creativity course if can be implemented for students for their overall development.
- Installing post-graduation centre at our college will ensure development of home student coming from nearby area.

- Installation of smart class will help students to get exposure to new technology base learning.
- NCC for UG students which will help to inculcate discipline and focus in life.
- Research as a paper can be added in the syllabus.
- MOU can be signed with national and international educational institutes.
- Campus placement for the students can done.
- Student visit to conference and seminar as a part of syllabus can be implemented.
- Audio-visual facilities can be increased.

Institutional Challenge

- To add to facilities of students like smart classes, online library, Interactive screens, innovation and incubation center.
- Use of technology for learning.
- Prepare students for international level competition.
- Installing more computers and making students more techno savvy.
- Making tribal students aware about their potential.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated to Veer Narmad South Gujarat University, Surat and follows the curriculum designed by the university. The college prepares an Academic Calendar that specifies the curriculum to be taught by teachers. It includes duration of the subject to be taught in the classroom, sessions required per unit of the paper, MCQ test, remedial classes, teaching aid, completion syllabus before commencement of internal and external examination. The college receives regular updates through letters and emails regarding circulars, the changes or modifications in the curriculum from the university. The Principal informs the concerned teachers about the change and gives them a copy of the same. —There are two programs, arts and commerce, in which Choice Based Credit System (CBCS) has been implemented. At present there is no Diploma or Add-on programs organized by the institute. The College imparts higher education to all sections of the society irrespective to caste, creed and gender. The college endeavours for holistic develop of the student`s personality through various extra-curricular activities including NSS, Sports and cultural programs. The College fulfils its social obligations by conducting various activities throughout the academic years besides learning.

Teaching-learning and Evaluation

The faculty members are capable of motivating the students enough the whole institute is built to provide education for tribal community of Tapi district. The teachers work with their hearts.

The faculty members tries their best. The teachers also make use of ICT tools make the teaching-learning process interesting. Besides, we have enough library materials and reference books to reach the needs of the students .The library is getting rich day-by-day.

The evaluation process of the institute follows the guidelines of Veer Narmad South Gujarat University, Surat. Internal Evaluation is done by the teachers by considering the punctuality of the students and assignments

provided to them. Whole process of Internal Evaluation is kept transparent for the students.

Research, Innovations and Extension

Research is a significant part of teaching learning process. The College supports faculties for research in their subjects. College believes that research increases faculty's insight in the subject and which can be imparted to the students. All the support facilities for research are made available to the researcher like wifi, desktops, and books from library, and support from co-worker.

The College believes in creating a research favorable environment which helps everyone to grow and develop research aptitude.

In the last few years no workshop or seminar could be organized by the college mainly due to lack of sufficient number of staff. However, the faculty members have presented their papers and research papers in regional, national, state level and international level conferences, seminars and workshops.

Many of the direct recruited through GPSC Class 2 permanent faculty members are holding Ph. D. degree and many others are pursuing their Ph. D. degree.

Currently college is providing higher education only to undergraduate students thus scope of research and innovation for students is less but the faculties tries to make them aware about it.

Through extensive activities students are made aware about their responsibilities towards environment, society and subject. International and nation identity days are celebrated with a aim to develop community feeling and imbibe feeling of being a global citizenship.

Research Ethics and research papers of the faculties are uploaded at our website.

Infrastructure and Learning Resources

The most striking thing about the college is that it covers the area of 15 acres in Fort Songadh of Tapi district. The college has 24 class rooms including 02 seminar room, and open auditorium, a library, huge sports ground, separate parking facility for students and staffroom and ladies room and R.O. plant for mineral water. The whole campus is under surveillance of CCTV camera and has Wi-Fi facility. The college has spacious library with capacity of seating of 80 students. It has a huge play-ground. The institution has parking facility for both the staffs and the students. The college also has a Solar Plant to generate electricity.

Student Support and Progression

Students are at the core of the institute. Students are at the centre of each activity .The students of this college belong to rural area .Most of them are from tribal communities. The college is pro-active in providing the atmosphere in which their inner strength can be built. Various workshops, programmes are arranged for personality development and career guidance. There are special committees like anti-ragging cell, Grievance redressal cell, SC/ST Cell, Minority Cell etc. The college also makes arrangements for various sports and cultural activities.

Governance, Leadership and Management

The college being a government institute is governed by the State Government. The institution has a formal arrangement for the governance. Various techniques are developed for the students' progress under the leadership of principal and all the faculties are encouraged to bring out the best. The administrative management is completely transparent as the college receives grants from the state government and it has to give all the details of the expenditure made. IQAC is formed for internal quality assurance and is managed by the Principal. APIs of all the faculty members are verified and signed by the Principal and are forwarded to the Commissioner of Education. The process is confidential.

Institutional Values and Best Practices

The institution works with the aim of creating a citizen with high moral and social values with his/her best in curricular and co-curricular aspects. The institution plays a vital role in building a bridge between the students and the society make them visualize their better future. The college arranges blood donation camps, tree-plantation once a year, cleanliness movement (frequently during the year), de-addiction day etc. to bring about changes in the vision of the students towards society. Besides, the college also arranges free coaching classes for competitive exams, skill based programmes like Finishing School, NSDC etc. As the most of the student's economically poor back-grounds, they cannot afford to pay high fees. So the institution tries its best to help them out by providing best faculties and arranging free coaching classes.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT ARTS AND COMMERCE COLLEGE, SONGADH
Address	Government Arts and Commerce College, Songadh, District Tapi
City	SONGADH
State	Gujarat
Pin	394670
Website	gaccsongadh.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Rajeshbhai Amratbhai Patel	091-9427163046	9427163046	02624-222426	gaccsongadh@gmail.com
IQAC / CIQA coordinator	Rakeshbhai Sanjibhai Gamit	091-9879156154	9879156154	02624-222427	gamitrakesh29@yahoo.in

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

Date of establishment of the college	01-06-2001
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University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Gujarat	Veer Narmad South Gujarat University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Government Arts and Commerce College, Songadh, District Tapi	Tribal	15	8884

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English Gujarati Sanskrit Hindi Economics Sociology History	36	HSC	Gujarati	1750	1671
UG	BCom,Accountancy	36	HSC	Gujarati	350	260

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				1				21			
Recruited	0	0	0	0	1	0	0	1	13	8	0	21
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				13
Recruited	5	1	0	6
Yet to Recruit				7
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	3	1	0	5
M.Phil.	0	0	0	1	0	0	3	3	0	7
PG	0	0	0	1	0	0	8	4	0	13
UG	0	0	0	0	0	0	0	0	0	0

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

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		5	4	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	866	0	0	0	866
	Female	1065	0	0	0	1065
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	12	6	11	5
	Female	16	12	13	8
	Others	0	0	0	0
ST	Male	806	768	691	794
	Female	756	826	858	918
	Others	0	0	0	0
OBC	Male	40	20	17	17
	Female	45	38	29	32
	Others	0	0	0	0
General	Male	89	53	38	24
	Female	73	63	38	35
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1837	1786	1695	1833

Extended Profile

1 Program

1.1

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

Response: 178

File Description	Document
Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
08	08	07	07	07

2 Students

2.1

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1833	1696	1786	1837	1412

File Description	Document
Institutional Data in Prescribed Format	View Document

2.2

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

2017-18	2016-17	2015-16	2014-15	2013-14
433	357	357	446	386

File Description	Document
Institutional Data in Prescribed Format	View Document

2.3

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

2017-18	2016-17	2015-16	2014-15	2013-14
452	450	500	316	318
File Description		Document		
Institutional Data in Prescribed Format		View Document		

3 Teachers

3.1

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

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	6	5	7
File Description		Document		
Institutional Data in Prescribed Format		View Document		

3.2

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

2017-18	2016-17	2015-16	2014-15	2013-14
11	8	8	8	9
File Description		Document		
Institutional Data in Prescribed Format		View Document		

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 17

4.2

Number of computers

Response: 42

4.3

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

2017-18	2016-17	2015-16	2014-15	2013-14
5.668	7.353	62.69	9.190	24.67

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The College follows the curriculum designed by Veer Narmad South Gujarat University, Surat. At the beginning of every academic year, the college chalks out an academic calendar. The principal of the college sets the time table schedule of each subject for teaching which includes lecture hours.

The head of the departments conducts academic planning meeting to plan and organize the schedule of lectures and distributes the syllabus among the faculty members of their departments. The faculty members are instructed by the head of departments to complete the syllabus within stipulated time. If, for any reason, a faculty fails to finish his/her syllabus within the stipulated time, he/she is being asked to arrange extra classes for his/her subject.

As per the requirement new books are ordered with the concern of subject teachers and students. For implementation of curriculum, teachers have included teaching methods such as presentation, assignments, and seminars for effective teaching. The Board of Studies of Veer Narmad South Gujarat University prepares curriculum of the concern subjects.

The college receives regular updates of circulars through letters and emails from the university, regarding the changes or modifications in the curriculum. The Principal informs the concerned teacher about changes in curriculum and gives them a copy of the same. The faculties receive all sorts of support from the university and college to understand the curriculum. Timely meetings are conducted and instructions are given for submission of Assignments and conducting Unit test and internal test are well planned and executed before final examination.

File Description	Document
Link for Additional Information	View Document

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

Response: 0

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

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

File Description	Document
Details of the certificate/Diploma programs	View Document

<p>1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>Response: 38.46</p>											
<p>1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>1</td> <td>0</td> <td>0</td> <td>1</td> </tr> </tbody> </table>		2017-18	2016-17	2015-16	2014-15	2013-14	0	1	0	0	1
2017-18	2016-17	2015-16	2014-15	2013-14							
0	1	0	0	1							
File Description	Document										
Details of participation of teachers in various bodies	View Document										

1.2 Academic Flexibility

<p>1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p>Response: 12.36</p>	
<p>1.2.1.1 How many new courses are introduced within the last five years</p> <p>Response: 22</p>	
File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document

<p>1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</p> <p>Response: 25</p>	
<p>1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.</p>	

Response: 2

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document

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

Response: 0

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

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

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

Our Institution integrates Cross-cutting issues of the society like Gender Equality, Environmental Awareness, Human Values, Professional Ethics, Moral and Ethical Values which are inseparable part of the our curriculum.

Gender Equality:

Gender equality and equal opportunity for women are necessary in the institution. Every activity and program of the circular of the institute should provide equal opportunity for the development of the girl students and the female staff. For maintaining the equality among the staff and students the Women development cell and Anti ragging cell are active. These committees take utmost care and provide support to girl students and the female staff. Meetings are conducted on regular basis and issues are discussed over

to find solution for making a better environment for the women. Women development seminars also conducted which includes teaching them self-defense and rifle shooting.

Environmental Awareness:

Environment awareness is inculcated in students. Environment study is a part of the curriculum of the institution. Environment day is celebrated with enthusiasm. NSS students along with other college students participate in tree plantation and cleanliness programs. We make student aware about the importance of preserving the environment.

Human rights:

Human rights are the basic rights enjoyed by all. We at institute make sure that no violation human rights takes place. We celebrate 10th December as ‘Human Rights Day’ to spread awareness of Human Rights and motive everyone to make the proper use of basic rights.

Professional ethics:-

Professional ethics are taught to students as part of their holistic development. Importance for group work and imbibing leadership is being taught.

Moral and ethical values:

Moral and ethical values are integral part of education of the students. Our teachers put their best efforts to groom students and make them responsible citizen. We celebrate day of Nation importance which imbibes the nation values in the students. Independence day, Republic day, Gandhi Jayanti, Teacher`s day, Voters Awareness Day, International Yoga Day, Matrubhasa Divas, World Environment Day, Youth Day etc.

File Description	Document
Link for Additional Information	View Document

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

Response: 1

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

Response: 1

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships	
Response: 0	
1.3.3.1 Number of students undertaking field projects or internships	
File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise	
Response: E.None of the above	
File Description	Document
Any additional information	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:	
Response: E. Feedback not collected	
File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

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

Response: 0.01

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

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

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 96.99

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

2017-18	2016-17	2015-16	2014-15	2013-14
844	693	703	877	758

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

2017-18	2016-17	2015-16	2014-15	2013-14
875	720	720	900	780

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

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

2017-18	2016-17	2015-16	2014-15	2013-14
433	357	357	446	386

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Pravesh Utsav is organised for the fresher to welcome them. It is an informative event where the new students are informed regarding the CBCS and semester system along with the rules of the college. The students are aware about the importance of studies along with personality development through co-curricular and extracurricular activities.

The teachers interact with the students in the class and try to judge their level of understanding regarding the subject. Through observations and unit tests teacher tries to identify slow learners and then mentor them to develop their skills. Proper use of ICT is also made for teaching in the classroom which helps students to learn in an effective manner.

Activities like SAPTDHARA, quiz competition, poetry recitation, elocution competition, inter-class competitions etc are organized to develop students potential which gives them confidence to pursue career in such activities.

Majority of the students come from rural area and they belong to the first generation of learners. They are more comfortable in their regional language that is 'Gujarati' than in English as they find it to be a difficult language for them to learn. We organize remedial classes for the slow learners and also provide them with extra class. Facility of computer lab is also made available for the students.

Student`s career counseling being part of Udisha is conducted to enhance the professional and communicative skills for better job perspective.

2.2.2 Student - Full time teacher ratio

Response: 1833:4

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.05

2.2.3.1 Number of differently abled students on rolls

Response: 1

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any other document submitted by the Institution to a Government agency giving this information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

All the activities conducted in the college are student centric right from interactive classroom to submission of assignments. Students are at the center of teaching method. Teachers try to identify the method of teaching keeping in the mind diversity of the students` capability to learn. Student is given platform to explore their hidden potential in the classroom. They are motivated to participate in the classroom discussions.

Unit tests and assignments are given as part of assessment of learning the subject in the classroom. Extra classes and remedial classes are also conducted by the teachers. Teachers tries to justify the topic by giving it proper time in the classroom.

The primary aim of teaching in our college is completing syllabus in time and making it comprehensive for the students. Slow learner in the classroom are identified by observation and unit test results by the teachers. The main aim of the classroom teaching is the holistic development of the students.

Students are motivated to use library and participate in extracurricular and co-curricular activities.

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

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 04	
File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

<p>2.3.3 Ratio of students to mentor for academic and stress related issues</p> <p>Response: 458.25</p> <p>2.3.3.1 Number of mentors</p> <p>Response: 04</p> <p>2.3.4 Innovation and creativity in teaching-learning</p> <p>Response:</p> <p>The faculties at college always try to include innovative and creative ways to make students learn the subject in more effective way. They make the students cope with the latest development in the technologies and leaning.</p> <p>Our teachers uses PPTs, videos, audios, online Google feedback form and online practice tests to teach effectively and to assess the level of comprehensiveness of the learning digitally. We have wifi enable campus and students are provided with tablet which are used to gain knowledge and stay updated with latest development in the subject and surroundings.</p> <p>We have uploaded study material of different subject, old university papers along with link of practice test on our on our college website so that students from remote area can also study online. We encourage students to make positive use of technology to enhance their skills.</p>
--

2.4 Teacher Profile and Quality

<p>2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years</p> <p>Response: 60.33</p>	
File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

<p>2.4.2 Average percentage of full time teachers with Ph.D. during the last five years</p>
--

Response: 27.52

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

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

File Description

Document

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)

2.4.3 Teaching experience per full time teacher in number of years

Response: 10.64

2.4.3.1 Total experience of full-time teachers

Response: 42.55

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

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

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

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

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

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

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

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

Response:

Continuous Internal Evaluation(CIE) system at the institutional level.

Continuous internal evaluation is an important part of teaching learning process. Unit test or MCQ test are conducted as a part of evaluating the knowledge gained by the students in the classroom at proper interval. Continuous internal evaluation is conducted through unit tests, assignment, MCQ test well in advance before university examination to help students to prepare well for exam.

Veer Narmad South Gujarat University provides well in advance schedule of the continuous internal evaluation.

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

Response:

Veer Narmad South Gujarat University provides well in advance schedule of the continuous internal evaluation.

Continuous internal evaluation is conducted through unit tests, assignment, MCQ test well in advance before university examination to help students to prepare well for exam.

The whole process is transparent and robust as the students can analysis their mistakes and can even challenge the examined answer sheet. If the student does not get satisfactory response from the concerned teacher he/she can go to examination or IQAC committee and even can approach the principal. This type of process makes evaluation transparent and robust and the faith of the student is maintained in the process.

The weightage of External exam of 50 marks conducted is of 70% and the internal exam of 20 marks is 30%.

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

Response:

The weightage of External exam of 50 marks conducted is of 70% and the internal exam of 20 marks is 30%.

The whole process is transparent and robust as the students can analysis their mistakes and can even challenge the examined answer sheet.

The internal examination marks are displayed on the notice board and if the student is dissatisfied with the marks he/her can approach the concerned faculty of the subject.

If the student does not get satisfactory response from the concerned teacher he/she can go to examination or IQAC committee and even can approach the principal. The process is time bound and efficient as the action is taken within 24 hours.

This type of process makes evaluation transparent and robust and the faith of the student is maintained in the process.

After the grievance is solved the proper action is taken in updating the marks if required.

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

Response:

Our institution adheres strictly to the calendar for the examination communicated to us by Veer Narmad South Gujarat University in the beginning of the academic year.

The internal exam of 20 marks has a weightage of 30%. After conducting the internal exam the marks of the students needs to be displayed on the notice board and if any grievance it need to be resolved in time. We have deadlines to submit internal makes and external examination forms of the students along with the examination fees.

2.6 Student Performance and Learning Outcomes

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

Response:

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

We have our website Gaccsongadh.ac.in which displays the information of the subject faculties and about the program (BA/BCOM) Course (English, Hindi, Gujarati, Sanskrit, Economics, Sociology, History and Accountancy) offered in the college. Subject syllabus, subject material, old university paper link and practice paper links are also displayed in the website. We are in a process of making our website more effective and knowledge orient. We are planning to upload PDF of the books soft copies on website as our students and access and read them from remote area.

We have strength of 1931 student majority of which uses mobile phone and tablets on our wifi enable campus.

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

Response:

Program outcomes, program specific outcomes and course outcomes are evaluated by the institution through the medium of feedback which is taken by IQAC at proper interval of time through different methods. We have now adopted the method of taking feedback through Google forms which is comparatively more effective and efficient which saves paper and time.

Google Feedback forms such student satisfactory survey and teaching learning surveys are conducted in the institute. It also helps to generate reports of the variable of the feedback. The outcomes of the feedback are discussed in the meeting of the IQAC and examination committee and the discussions are executed as soon as they can.

2.6.3 Average pass percentage of Students

Response: 89.12

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

Response: 393

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

Response: 441

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.9

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

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

File Description

Document

List of project and grant details

[View Document](#)

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

Response: 0

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

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

Response: 11

3.2 Innovation Ecosystem

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

Response:

The college offers B.A. and B.Com programs and 8 courses: English, Gujarati, Hindi, Sanskrit, Economics, History, Sociology and Accountancy which are non-technical. Despite of being non-technical academy we try our best to get upgraded with technology. The faculty members encourage their students to use technology. They take online unit tests through Google forms. They also encourage the students to fill up online google forms to get necessary data and feedback.

The faculties encourage the students to think out of box and guide them for creative writing and creative profession. Moreover, students takes part in various inter class activities such as essay writing, singing, Rangoli competition, debate, painting competition, elocution, quiz, special days celebrations etc. held at our college and even at inter college competition at university level.

Finishing school and vocational course are held for holistic development of students. Such courses help them to develop communication and professional skills.

Besides, we have also signed MOUI under National Skill Development Corporation (NCDC). It has just started from this year so that students can learn Computer without paying high fees and it will also increase their employability. This kind of course helps the students to get proficiency in computer.

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

Response: 0

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

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

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

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

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.09

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	00	01	00

File Description

Document

List of research papers by title, author, department, name and year of publication

[View Document](#)

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

Response: 3.08

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

2017-18	2016-17	2015-16	2014-15	2013-14
10	01	01	03	01

File Description

Document

List books and chapters in edited volumes / books published

[View Document](#)

3.4 Extension Activities

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

Response:

Our institution is in tribal belt of south Gujarat. Most of the students belong to schedule tribes and they are the first generation of learner in the family.

We aim at the well-fare of our students and the neighborhood community. We try our best to create an atmosphere in which the students learn to help the needy people and cultivate environment.

To reach this goal the college is constantly active NSS committee. There are 200 students who are the part of NSS in current year. The NSS committee of the college arranges various activities. Moreover, NSS camps are being held each year to ensure student participation in community services in rural areas.

NSS camps aims to inculcate social welfare in students, and to provide service to society without bias. They get indulged in cleaning nearby villages. NSS also helps people of the village to make roads and arranges street plays to create awareness about problems faced by them.

The college also arranges Blood-donation camps frequently for the blood bank which helps needy patients. We also make arrangement for AIDS awareness program. As a part of Women empowerment, the government also pays attention to the self defence programmes and training for girls which are also arranged by the college. Tree plantation program is also held every year in the college on the occasion of Independence Day. Voting awareness program is organized on every 25th January .In the current year prepared a small play on the same.

Our college also makes arrangements for various awareness Rallies for awareness in the town often.

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

Response: 0

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

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

File Description	Document
Number of awards for extension activities in last 5 years	View Document

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

Response: 51

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

2017-18	2016-17	2015-16	2014-15	2013-14
13	12	10	08	08

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

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

Response: 60.95

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

2017-18	2016-17	2015-16	2014-15	2013-14
1330	1375	1170	655	705

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

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

Response: 9

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

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

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

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

Response: 2

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

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

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The college premise has a huge campus and it covers the area of 15 acres. It has adequate facilities for students as well as for staff members. There is a large playground as well as vast area for parking facility for the students and the teachers. We are in a process of setting up shades for parking.

Total built up area of the college is 8884 sq mts. Our college has 16 classrooms including 02 seminar rooms with projector and 1 open auditorium with audio facilities. All the classrooms have green boards, dusters, benches and tables, chairs, lights, fans etc. We organise different seminars and programmes in the seminar halls and open auditorium of the college.

All the cells and committees like NSS, UDISHA, Anti-ragging, Examination, Women Development, Sports, Cultural etc are active. The college has computer lab with sitting arrangement for 35 students at a time. Our campus is wifi enabled and students can access internet on the campus.

We have facilities for drinking water (2 R.O.plants of mineral water), fire extinguisher, ladies common room, gymnasium, yoga area, garden, parking, library, clean washrooms for male and female etc. A separate faculty room with proper sitting arrangement is also available.

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

Response:

Our college has huge ground facility for sports activities. Every year, the sports committee organizes sports festival and all the out-door games are played on the sports ground. Indoor games are played in the open passage inside the college building. The sports department also has various equipment for different games.

Students should be physically fit so the college has recently made well equipped gymnasium with the displayed rules outside the gym. It has fixed timings for girls and boys.

Outdoor Sports and athletic games like cricket, volleyball, Running track, Kabaddi, Kho-Kho, shot-put, disc throw, Javelin throw, high jump track, long jump track etc are being played on the ground.

There are two grounds of 180 mtrs and 80 mtrs length. On 180 mts ground outdoor sports and athletic games like cricket, Running track, shot-put, disc throw, Javelin throw, high jump track, long jump track are being played.

On 80 mts ground outdoor sports and athletic games like volleyball, Kabaddi and Kho-Kho are being played. Indoor games like carom and chess are being played in the corridor.

The college ground is also utilised for organising cultural activities, annual function and other programs.

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

Response: 11.76

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 2

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

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

Response: 15.95

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	00.0	50.0	0	00

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

Our college library uses SOUL 2.0 and OPAQ for the data management of the library. Internet and Wi-Fi facility is available in the library for the staff and the students.

We are planning to upgrade with the automation of the library functions and data. There are 5463 number

of books with 1215 titles and 1052 reference books worth rupees 5,21,950.

We are planning to provide an access to the students on our website through which they can read online Ebooks and can get the basic information of the books available in the library.

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

Response:

We have included a new page link name Research Corner on our website which displays the research work done by our faculties which can be read by our students and everyone who visits the website. This will give our students an exposure to learn how to write research papers with correct approach.

We don't have any collection of rare books, monuments, special reports but soon will be to get manuscripts. Ours is an government institution which is almost 18 years old and so dont have any old manuscripts or rare books.

4.2.3 Does the institution have the following:

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

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

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

Response: 0.43

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

2017-18	2016-17	2015-16	2014-15	2013-14
0.1285	1.20954	.49889	.10132	0.18854

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library
Response: Yes
4.2.6 Percentage per day usage of library by teachers and students
Response: 2.29
4.2.6.1 Average number of teachers and students using library per day over last one year
Response: 42

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi
Response:
<p>There are total 35 computers available in the college for students and 7 computers are used for other college works. The campus is Wifi enabled and it can be accesses through laptops and tablets. Namu tablets are given to the students to keep them update with technology.</p> <p>The Wifi can be accessed by all in all the classrooms and corridor.</p> <p>There are two seminar halls with projector and audio facilities and 1 computer lab for students for computer practical.</p> <p>The bandwidth of internet connection in the institution is 250 MBPS. There is no specific browsing centre or computer centre in the college.</p>
4.3.2 Student - Computer ratio
Response: 611:14
4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
Response: 5-20 MBPS
4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 30.54

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	50	0	18

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

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

Response:

Established systems and procedures for maintaining and utilizing physical, academic and support facilities:

Library:

Our college has good and spacious library which accommodates 80 students to read at a time. In the library there are 5463 books are available for different subjects. It also has reference books and text books for current syllabus. There is one librarian who maintains books database and entries, supports students and teachers in the library and keeps the library function smooth. The college peon maintains cleanliness of the library.

Sports complex:

The physical instructor maintains the sports and gymnasium instruments and the facilities on the ground.

He also motivates students to participate in physical fitness activities. Every year, the sports committee organizes sports festival and all the out-door games are played on the sports ground. Indoor games are played in the corridor of the college building. The sports department also maintains various equipments for different games.

Computers:

There are 42 Computers in the college and its maintenance is done as and when required. NSDC course is started from the current year and there are 73 students participants.

Classrooms:

There are 6 peons which take care of cleanliness of the college premises. Road and Building department takes care of infrastructure of the college.

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 81.61

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

2017-18	2016-17	2015-16	2014-15	2013-14
1599	1469	1465	1358	1105

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

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

[View Document](#)

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

Response: 0

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

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

5.1.3 Number of capability enhancement and development schemes –

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

7. Yoga and meditation
8. Personal Counselling

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

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

Response: 16.67

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

2017-18	2016-17	2015-16	2014-15	2013-14
360	300	350	225	200

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

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

Response: 0

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

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

File Description	Document
Details of the students benifitted by VET	View Document

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

Response: Yes

File Description

Document

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

5.2 Student Progression

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

Response: 1.12

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

2017-18	2016-17	2015-16	2014-15	2013-14
10	10	1	01	02

File Description

Document

Self attested list of students placed

[View Document](#)

Details of student placement during the last five years

[View Document](#)

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

Response: 22.12

5.2.2.1 Number of outgoing students progressing to higher education

Response: 100

File Description

Document

Details of student progression to higher education

[View Document](#)

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

Response: 100

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) year wise during last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	9	2	1	2

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

2017-18	2016-17	2015-16	2014-15	2013-14
10	9	2	1	2

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

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

Response: 0

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

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

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

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

Response:

as per Veer Narmad University guidelines General Secretary elections for General Secretary, Class representative and Ladies representatives are conducted in the college. The college constitutes a Student Council which comprises of students representative and faculties. The chairman of the Students Council is the Principal of the college. The chairman of the council is faculty and General Secretary, Class representative and Ladies Representative are the members of the council. The formation of the Student Council is done by the election in which students of different divisions elect their representatives. These representatives elect General Secretary. Our college has 5 main committees which works under the Student Council. In each committee the chairman is one faculty and other students (LRs and CRs) are committee members. The Council works under the headship of a senior faculty who encourages students for decision making. Student representatives along with the GS and LR, take decisions about arrangement of Annual Function, celebration of different days, planning of a tour and other important functions.If required they ask for guidance of the Principal. The Council plays a major role in arranging Annual Day Function, picnics and study tours and other celebrations. The funding required for the programs is provided by the college. The students also contribute towards social activities.The details of various academic and administrative committees that have students representatives. They are, SC/ST cell, Anti-Ragging Cell, Sports Committee, Grievance Redressal Cell, Internal Compliant committee, Saptdhara, Cultural committee etc. and the representative of the students work together to work for betterment of the college.

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

Response: 5.2

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

2017-18	2016-17	2015-16	2014-15	2013-14
4	6	6	5	5

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

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

Response:

The institution has started the Alumni Association since the academic year 2014-15 and it is in process of registration. The Alumni Association works as bridge between the students who studied and the students who are studying. The association plays a vital role in the development of the institution. The meeting of the association is held once a year. Students who are the part of it provide their valuable feedbacks for the academic and infrastructure facility. The association works as guide for the students of the college. We are government institution and therefore we can expect any financial help.

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

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

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

Response: 4

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

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

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

The vision of our college is to educate tribal youth and prepare them for the dynamic global competitive scenario while focusing on the computer proficiency, students' communication skills and quality education.

Our mission is to transform the life of the underprivileged, the rural and tribal students through quality higher education and mold them into responsible citizens. To provide quality education to the students who don't have career vision as they come from deprived section of society without any sound educational background and command over language. Our efforts have been to bridge the gap of knowledge and skills between the standard of tribal students and urban students, so that they can cope up with the competitive world scenario.

Our objectives are:

1. Proper execution of academic program through designed curriculum of VSNGU and rules and regulations stated by Department of Higher Education, Government of Gujarat.
2. Providing platform for overall development of students through co-curricular and extra-curricular activities.
3. To undertake research and reach out to society at large with various extension activities.
4. Prepare them to face and sustain global competition.

Our efforts are always in accordance with our vision and mission. We believe in providing holistic development to the students best to our capacity.

6.1.2 The institution practices decentralization and participative management

Response:

The institution practices decentralization and participative management in college. We conduct curricular, co-curricular and extra-curricular activities actively on regular basis.

Each academic year begins with Pravesh mohotsav in which First year fresher students are welcomed and provided necessary information related to rules and regulation of the college. There are many events which happen during the year and the academic year ends with the annual function which is most probably in

March. For proper management of the events different committees are being formed. The names of the different committees are as under:

IQAC Committee

NSS Committee

Saptdhara and Cultural Program Committee

Sports Committee

Anti-ragging Committee

Women Development Cell

Grievance Redressal Committee

Alumni Association Committee

Examination Committee

Udisha Committee

Students Committee

SC/ST Committee

All these committees are given power and freedom to take appropriate decisions for the events.

6.2 Strategy Development and Deployment

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

Response:

Our institution aims at the holistic development of the students and faculties. It is capable to provide an atmosphere in which the faculty members are motivated to enhance their knowledge through research works.

The teachers make proper planning before the start of the academic year so that the syllabus can be completed on time efficiently. The faculty members are given freedom to use technology to make their teaching more interesting and effective. They use Power point, PDF, Word, Videos and audio clips in their classrooms. We try to incorporate technology in our teaching so that tribal students learn to use mails and tablets for studying.

Now a day they are also planning to use Google forms to conduct MCQ tests and collect information

directly from students. Everything is properly documented for future reference.

The students achieve excellence in all the activities of the college.

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

Response:

Our institute is a government institution which works according to the government rules and regulation set up by department of Higher Education, Government of Gujarat. Principal is the head of the institution who is being assigned the duty by Department of Higher Education, Government of Gujarat. The permanent staff is selected through GPSC entrance examination process which includes aptitude test and personal interview. Government service rules are being followed for promotional policies.

Administrative setup:

Principal is the final authority for the functioning and Head Clerk, Junior Clerk and Peon are there to support the administrative work. They government rules and regulations need to be followed.

Grievance redressal mechanism

Proper mechanism is being followed for the grievance redressal. For any grievance meeting of the committee is held to discuss the problem and its solutions. The solution is tried to implement within 24 hours.

6.2.3 Implementation of e-governance in areas of operation

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

Response: C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

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

Response:

The various bodies/cells/committees of the institution are formed for the smooth functioning of the college. Setting up meeting at proper interval of time and maintaining meeting agenda and minutes is very important.

The names of the different committees are as under:

IQAC Committee

NSS Committee

Saptdhara and Cultural Program Committee

Sports Committee

Anti-ragging Committee

Women Development Cell

Grievance Redressal Committee

Alumni Association Committee

Examination Committee

Udisha Committee

Students Committee

SC/ST Committee

The committee meeting agenda and minutes are always kept as part of reference before next meeting. The documentation helps to track the progress.

6.3 Faculty Empowerment Strategies

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

Response:

Staff is an important part of the institution. The support of the staff can only ensure the delivery and execution of the objectives of the college. All the activities of the college are student centric and it becomes very important that staff supports and coordinate in functioning of the college. College supports the staff by allowing them to learn and grow by attaining different workshop and seminar.

For organizing any event meetings are conducting prior for planning and staff is brief and trained regarding the program. Such small training is given to teaching and non-teaching staff.

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

Response: 0

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

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

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

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

Response: 0

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

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

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

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

Response: 49.9

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

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	4	2	3

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

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

Response:

Academic Performance Index (API) has been introduced by the Department of Higher Education which is based on teacher's self assessment. This form is checked and verified by the committee, headed by the Principal. The confidential report is prepared by the Principal in consultation with IQAC members and forwarded to the higher authority for further action.

The institute is always concerned about motivating the faculties for research works and encourages to work on their projects. On the basis of this teacher's individual report is made. But Our prime concern is our students. Non-teaching staff is also assessed with API system and gets promotion according to it.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The financial transactions need to be done very carefully and accounts should be maintained well. We get funds from government and proper accounting needs to be maintained. Our college uses Softwares like PFMS and IFMS are used for the financial transactions which are done online with great care and transparency. Therefore, we have very transparent system regarding the handling of finance. All the financial Transacts are done properly and accounts are well maintained. The details are stored online and reports can be generated whenever required.

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

Response: 0

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

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

File Description

Document

Details of Funds / Grants received from non-government bodies during the last five years

[View Document](#)

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

Response:

The financial transactions need to be done very carefully and accounts should be maintained well. We get funds from government and proper accounting needs to be maintained. The principal takes care of all the financial matters. For management of the fund which is received in the form of grants from the state Government and the principal is working in the institution which responsible for the efficient managing of these funds.

The staffs of our college always try to do maximum use of the resources they have at their The Library of reading material and they motivate the students to do the same.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

The IQAC cell has been one of the most important parts of the institute since June, 2014. It regularly conducts meetings and checks the necessary records and documents whether every thing is being executed in proper way. As said earlier it plays the vital role in the development of the institution. Generally meetings of IQAC are conducted thrice or more in a year. During the meetings, the decisions for purchase of books, organising programs during academic year, upgrading of infrastructure, or decisions for curricular activities are also taken. The formation of IQAC has played crucial and significant role in

maintaining the quality standards in teaching, learning and evaluation.

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

Response:

The institution has formed an Internal Quality Assurance Cell (IQAC) in the session 2014-15. The Principal of our college is the head of IQAC and senior faculty is the coordinator of the IQAC Cell. The institute put emphasis on maintaining quality standards proposed by the Department of Higher Education.

IQAC was formed on 16/06/2014 with its formation the college has made a frame-work to enhance the quality of academic and administrative area of the institute. IQAC has made a lot of difference in the way of working in the college. The quality assurance is maintained through proper structuring and planning of the committees and programs. IQAC manages all the programs indirectly by timely instructing all the committees through meetings and feedbacks. It manages the functionalities of the committees and works in support of improving its program.

The formation of IQAC has played crucial and significant role in maintaining the quality standards in teaching, learning and evaluation. Timely feedbacks are taken from the staff and students. New updates are discussed with committees in the meetings.

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

Response: 2

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

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

File Description

Document

Number of quality initiatives by IQAC per year for promoting quality culture

[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**

- 3.Participation in NIRF
- 4.ISO Certification
- 5.NBA or any other quality audit

Response: E. None of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

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

Response:

Students are at the centre in the development of the institute so the institute is constantly active in holistic development of the students. With the Under Graduate programs, the

College has started skill-based course for the students since previous year.

Finishing School is this kind of project in which the students get involved to enrich their communication skills.Besides this we have started one more programme of of NSDC in which students are to be given training in computer efficiency for 400 hours.

Incremental improvements made by the institution in following ways:

- All the activities which are undertaken are students-centred.
- Alumni association is formed to build bridge between the former students and the studentrs who are studying in present.It helps to improve the qualitative teaching-learning process and makes us aware about students’ needs.
- Two Audio-visual rooms are made but in future we’ll be able to make smart classes.

Arrangement of classes for guidance of competitive exams and organizing eeducational tours.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response: 4

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

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

File Description

List of gender equity promotion programs organized by the institution

Document

[View Document](#)

7.1.2

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

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

Response:

Our college supports and motivates girl's education in tribal area and we have been effective in increasing the number of girl students in our college in past seventeen years. In 2001 there were around 150 girl's student and in 2018-19 there are more than 1300 girls student which is an achievement for us but not the end. We explain parents the importance education in a girl's life.

Gender equality is what we believe in. We try our best to maintain gender equality in our college. Girls and female staffs are supported and given equal opportunity to grow and learn in the institution. A safe and secure atmosphere is provided on the campus.

Proper counseling is also providing to female students by female staff. They are properly guided to overcome their problems. Women Development Cell, Udisha, NSS, IQAC and other committees give proper support to them.

Ladies Common Room is provided for the girls so that they can rest and feel comfortable. Ladies Common Room also has facilities like resting bed, chairs, first aid facility, curtains and other faculties for ladies in the college.

7.1.3 Alternate Energy initiatives such as:

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

Response: 62.46

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

Response: 35705

7.1.3.2 Total annual power requirement (in KWH)

Response: 57164

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 100

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

Response: 1105

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 1105

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

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

Response:

Proper disposal of waste is an important part of the college activities. The solid and liquid waste is properly disposed so that it gets required treatment. Teachers and students are made aware about the proper disposal of the waste by through it in the dustbin. Proper facility is provided in the campus.

Solid waste management

Each of the room in the college is provided with dustbin and in an open passage inside the college building, there are adequate dustbins. There are dustbins even in the college garden. The peon and swiper regularly clean and swipe the classrooms and corridor.

Liquid waste management

The college building has underground liquid waste management system. Proper disposal is made for the chemical liquid waste.

E-waste management

The institution follows the guidelines of Government of Gujarat and practices accordingly in the management of E-waste.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Water is the basis of life and the institute is very much concerned about it. Water recharge facility is available through underground pipelines.

Rain water if not store it gets wasted but we try to store the rain water which is very important for everyone to do so. Rain water is collected in the pits built in the college. We do not have any particular facility to preserve rain water as it is not possible with our present architectural design of the college building. But we are looking forward in this direction so that we can protect our future generation from water scarcity.

7.1.7 Green Practices

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

Response:

The institute supports Green India, Clean India. In fulfilling this motto the N.S.S unit of the college plays a vital role. NSS tries its best to keep the college campus green and eco-friendly.

We encourage our students to use more of public transport then individual vehicles. 70% of our students use public transport for coming to the college. We have pedestrian friendly road in the college.

Although we do not have any strict rules for not using plastic in the premises of our campus, we are moving ahead to make our campus plastic-free.

The programs undertaken by the college in maintaining green campus are as follows:

1.'Environmental Studies' is offered to the students of First year in both the semesters to make them aware of importance of environment.

2. We make arrangement of Tree –plantation atleast twice in a year in the campus as well as on the fort-Songadh.

3The institution is trying hard to make the campus green covered and will achieve the target very soon through planting trees in gardens inside and outside the college.

We are moving towards better future and are ready to adopt ourselves for better eco-friendly ideas.

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

Response: 0

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

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

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

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

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

Response: D. At least 2 of the above	
File Description	Document
Resources available in the institution for Divyangjan	View Document

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

Response: 0

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

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

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

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

Response: 0

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

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

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

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

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

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

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

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

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

Response: No

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

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

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

Response: 5

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony

and social cohesion as well as for observance of fundamental duties year-wise during the last five years

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

File Description	Document
List of activities conducted for promotion of universal values	View Document

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

Response:

The institute organizes national festivals like Independence Day, Republic Day, and Teacher's Day, birth and death anniversaries of great Indian personalities. It helps the students to get aware of the importance of national festivals.

On the day before national festival NSS unit of the college arranges for cleanliness of college campus as a part of celebrating the national festival.

Besides the institute also takes interest in celebrating certain local festivals which strengthen the bond between the institute and local community.

As our college is situated in the tribal area we have started celebrating National and International Day since the establishment of the college so that the students can understand its importance. It is a chance to revive the importance of extinguishing culture of the tribe.

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

Response:

Financial Functions

The fund provided by the Government is proper utilised by the college and the account is well maintained and are audited at the end of the financial year.

Academic Functions

In the academic sphere, the work plan is generated in the beginning of the year as the college strictly adheres to the VNSG University, Surat deadline regarding completion of the syllabus and submission of

internal marks. The evaluation process is kept transparent as far as internal evaluation is concerned. Internal exams are taken twice in a year. After the evolution is completed marks are displayed on notice board. Internal marks is of 20 marks and external marks are of 50 marks total of 70 marks which is consider to be 100%.

Administrative and Auxiliary Functions

In the administration, the Principal of the college assigns duties to the staff members and when required makes groups and the works whether executed by an individual or a group are finally reported to the Principal. And all such procedures and outcomes are regularly discussed in college meetings and uploaded on the website of the university.

7.2 Best Practices

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

Response:

The best institutional practices can be described as followed :

(1) To create awareness about importance of girl`s education.

In 2001 there were around are 150 girls in arts and commerce but in 2008-19 there are more than 1300 girls who are studying in arts and commerce. This is our best practice because we have contributed a lot in increasing the ratio of girl education with time. It`s have been our efforts to make parents understand the importance of education in a girl`s life. The college also arranges for training of self defense for them so that they can be physically capable of protecting themselves. Women development cell and NSS support and motivate girls to come out of their comfort zone and explore their potentials.

(2) Blood donation and regular blood check up:

Various blood donation camps have been organized whenever it is possible. The most of the tribal people suffer from Sickle Cell Anemia and awareness regarding same in made during blood check up and donation camps. Besides, NSS camps are also organized every year in which the NSS unit adopts particular village and contributes to the development of that village through funds. We have also received award from blood bank NGO for consistently participating in blood donation.

7.3 Institutional Distinctiveness

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

Response:

Our college tries its best to reach its goal to provide education as holistically as possible. We do not only pay attention to make our students knowledgeable and responsible person of the community.

It has already been mentioned that our college is situated in the tribal belt. The college is always concerned about motivating the students to think out of the box.

The college organizes various programs to which spreads awareness in the students and make them a responsible citizens of the country by celebration of Independence Day, Republic day, sports events, blood donation camps, Swachchhata Abhiyan etc. We encourage them to participate in such programs and we use these programs as platforms for disseminating the knowledge about the outer world.

We are on the way to fulfill our mission and vision behind the foundation of Government Arts and Commerce College, Fort-Songadh.

5. CONCLUSION

Additional Information :

Our institution plays a crucial role in providing education to the rural area of Tapi District.

It is centre for the classes of competitive exams as a part of the schemes of state government. So the students get benefit from it. Our college is in the process of modernizing the library with the facilities of e-content. Along with the Academics the institution desires to provide employment to the students and make them self dependent. It also encourages an atmosphere of Women empowerment through self-defence programs so that girls can be protect themselves in any circumstances.

With collaboration of state government and K.C.G. Finishing School concept has been started to develop life skills, communication skills and employability among the students from the current year. In the coming future as per government rules under RUSA component 12, Computer classes has also started in the college from this current academic year.

Concluding Remarks :

Government Arts and Commerce College, Fort- Songadh (Dist- Tapi), was established in 2001. It started with the aim to provide an opportunity to educate the students of economically and socially deprived tribal community of South Gujarat. When the college was started only 250 students were enrolled but due to the constant efforts of the the principal and faculty members, the number of students have increased gradually and now the number of students have reached to 1931 students out of which more than 65% are girl students. It's great achievement of the institution.

The institution is trying hard to provide each possible facility to make our students capable of getting employed and making them a good human being with moral values.

The college infrastructure plays a significant role in helping the teachers to make teaching -learning process more interesting and effective. As the college is situated in rural and tribal area, girls were not attending college in large number but due to the efforts of college now the enrollment of girl students has also increased. They are provided with 2 hostels.

The NSS units also plays a vital role in the development of the college .It arranges programs for social welfare frequently.

Another thing that we can say with proud about our college is that, we have excellent sports-players who perform with excellence in inter-college, university and inter-university level.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>3</td> <td>4</td> <td>4</td> <td>5</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>1</td> <td>0</td> <td>0</td> <td>1</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	3	3	4	4	5	2017-18	2016-17	2015-16	2014-15	2013-14	0	1	0	0	1
2017-18	2016-17	2015-16	2014-15	2013-14																	
3	3	4	4	5																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	1	0	0	1																	
1.2.1	<p>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p>1.2.1.1. How many new courses are introduced within the last five years</p> <p>Answer before DVV Verification : 1</p> <p>Answer after DVV Verification: 22</p>																				
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years</p> <p>Answer before DVV Verification : 3</p> <p>Answer after DVV Verification: 1</p>																				
1.4.1	<p>Structured feedback received from</p> <p>1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus- Semester wise/ year-wise</p> <p>Answer before DVV Verification : A.Any 4 of the above</p> <p>Answer After DVV Verification: E.None of the above</p>																				
1.4.2	<p>Feedback processes of the institution may be classified as follows:</p> <p>Answer before DVV Verification : C. Feedback collected and analysed</p> <p>Answer After DVV Verification: E. Feedback not collected</p>																				
2.1.2	<p>Average Enrollment percentage</p> <p>(Average of last five years)</p>																				

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1833	1695	1786	1837	1412

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
844	693	703	877	758

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1925	1680	1855	1930	1455

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
875	720	720	900	780

Remark : Nearest multiple of 05 used for HEI input. Number of students admitted year-wise is as per the HEI input and data attached with the Metric in response.

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
943	823	909	946	713

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
433	357	357	446	386

Remark : The Number of actual students admitted from the reserved categories cannot be more than Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise. The HEI number has been restricted as per Number of seats earmarked for reserved category as per GOI/State Govt rule in 2.2

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

2.3.2.1. Number of teachers using ICT
 Answer before DVV Verification : 21
 Answer after DVV Verification: 04

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

2.3.3.1. Number of mentors
 Answer before DVV Verification : 21
 Answer after DVV Verification: 04

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

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

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	00	01	00

Remark : The HEI has claimed some papers more than once. Eg Rashtriya Shayar : Jhaverchand Meghani RASHTRIYA SHAYAR ZAVERCHAND MEGHANI The HEI has included some numbers. the ugc website <https://www.ugc.ac.in/journallist/> does not have any number based search. Journal/paper could not be downloaded. Only the following journals have eligible data. "Savitribai JyotiraoPhule:India'sRenewed Neglected Educationists" PRAYOJAN KI DRISHTI SE HINDI BHASHA KE VIVIDH ROOP

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

3.3.4.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
8	23	22	20	13

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
10	01	01	03	01

Remark : The HEI has large number of entries marked Paper published only. These are not eligible as they do not qualify as papers in national/international conference-proceedings. They are part of the earlier Metric.

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
21	20	21	17	17

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
13	12	10	08	08

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

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 3

Answer after DVV Verification: 2

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	50	0	18

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	00.0	50.0	0	00

Remark : The HEI has claimed (9in 4.1.4 and also 4.4.1) the amount of Rs 50 Lac to be the expenditure in respect of infrastructure augmentation, excluding salary. It is paid to the Executive Engr Tapi for construction and is considered in 4.1.4 only. The amount of rs 18 Lac in 2013-14 is considered for 4.4.1 and not here.

4.3.3	<p>Available bandwidth of internet connection in the Institution (Lease line)</p> <p>Answer before DVV Verification : ≥ 50 MBPS Answer After DVV Verification: 5-20 MBPS Remark : As per the norms of the state govt and BSNL connectivity under NAMO.</p>																				
4.4.1	<p>Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years</p> <p>4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="308 629 1046 763"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>50</td> <td>0</td> <td>18</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 842 1046 976"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>50</td> <td>0</td> <td>18</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	0	0	50	0	18	2017-18	2016-17	2015-16	2014-15	2013-14	0	0	50	0	18
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	0	50	0	18																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	0	50	0	18																	
5.2.1	<p>Average percentage of placement of outgoing students during the last five years</p> <p>5.2.1.1. Number of outgoing students placed year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="308 1173 1046 1308"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>1</td> <td>1</td> <td>9</td> <td>7</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 1386 1046 1520"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>10</td> <td>1</td> <td>01</td> <td>02</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	1	1	9	7	2017-18	2016-17	2015-16	2014-15	2013-14	10	10	1	01	02
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	1	1	9	7																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
10	10	1	01	02																	
5.3.3	<p>Average number of sports and cultural activities/ competitions organised at the institution level per year</p> <p>5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="308 1800 1046 1935"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>21</td> <td>24</td> <td>17</td> <td>17</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 2013 1046 2085"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	21	21	24	17	17	2017-18	2016-17	2015-16	2014-15	2013-14					
2017-18	2016-17	2015-16	2014-15	2013-14																	
21	21	24	17	17																	
2017-18	2016-17	2015-16	2014-15	2013-14																	

4	6	6	5	5
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5.4.3

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

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

Answer before DVV Verification:

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

Answer After DVV Verification :

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

6.2.3

Implementation of e-governance in areas of operation

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

Answer before DVV Verification : A. All 5 of the above

Answer After DVV Verification: C. Any 3 of the above

Remark : As per the HEI data attached with the Metric (SSR and response).

6.3.4

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	0	2	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	4	2	3

6.5.3

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
22	20	18	15	15

Answer After DVV Verification :

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

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	8	4	4

Answer After DVV Verification :

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
9	4	6	5	6

Answer After DVV Verification :

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

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
8	4	4	4	4

Answer After DVV Verification :

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

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
24	22	20	17	17

Answer After DVV Verification :

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

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 8 Answer after DVV Verification : 178																				
1.2	Number of programs offered year-wise for last five years Answer before DVV Verification: <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>2</td> <td>2</td> <td>2</td> </tr> </tbody> </table> Answer After DVV Verification: <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>08</td> <td>08</td> <td>07</td> <td>07</td> <td>07</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	2	2	2	2	2017-18	2016-17	2015-16	2014-15	2013-14	08	08	07	07	07
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	2	2	2	2																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
08	08	07	07	07																	
2.1	Number of students year-wise during the last five years																				

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1833	1695	1786	1837	1412

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1833	1696	1786	1837	1412

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
943	823	909	946	713

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
433	357	357	446	386

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
452	450	500	316	318

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
452	450	500	316	318

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5.668	7.353	62.68	9.190	24.67

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5.668	7.353	62.69	9.190	24.67