



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	M.M.CHAUDHARI ARTS COLLEGE , RAJENDRANAGAR
• Name of the Head of the institution	Dr .P .V .Chaudhari
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	09427677331
• Mobile No:	9427677331
• Registered e-mail	mmcac96@gmail.com
• Alternate e-mail	pvcyoga66@gmail.com
• Address	N.H-8 Rajendranagar Cross Roads Via Raigadh Rajendranagar Ta.Himmatnagar.Dist.Sabarkantha 383276
• City/Town	Rajendranagar-383276
• State/UT	Gujarat (WEST Region)
• Pin Code	383276
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid												
• Name of the Affiliating University	Hemchandracharya Nrth Gujarat University , Patan												
• Name of the IQAC Coordinator	P.N.Bhatt												
• Phone No.	93160380990												
• Alternate phone No.	9427677331												
• Mobile	09316038090												
• IQAC e-mail address	pnbhmt43@gmail.com												
• Alternate e-mail address	pvcyoga66@gmail.com												
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.mmccacr.com/												
4.Whether Academic Calendar prepared during the year?	Yes												
• if yes, whether it is uploaded in the Institutional website Web link:	https://drive.google.com/file/d/1lf1muMg7filw37_MjPUPk-z83BOHO2vF/view?usp=share_link												
5.Accreditation Details													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>C</td> <td>1.87</td> <td>2011</td> <td>08/01/2011</td> <td>07/01/2016</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	C	1.87	2011	08/01/2011	07/01/2016
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to								
Cycle 1	C	1.87	2011	08/01/2011	07/01/2016								
6.Date of Establishment of IQAC	10/01/2017												
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,													

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
M.M.Chaudhari Arts College, Rajendranagar	Sarbhar Grant	Higher Education Department	2020-21	413547
M.M.Chaudhari Arts College, Rajendranagar	Unnat Bharat Grant	Higher Education Department	2020-21	50000
M.M.Chaudhari Arts College, Rajendranagar	Salary	Higher Education Department	2020-21	45837867
M.M.Chaudhari Arts College, Rajendranagar	Parakh	Parakh Institution Himmatnagr	2020-21	4000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	2
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any	No

of the funding agency to support its activities during the year?											
<ul style="list-style-type: none"> If yes, mention the amount 											
11. Significant contributions made by IQAC during the current year (maximum five bullets)											
<p>1) To aware the teachers with the values of accreditation and new methods of NAAC accreditation. 2) Making arrangement for sending important messages to all the stakeholders of the college regularly. 3) Intimation of yearly schedule of the college to the teaching, non teaching and students of the college at the beginning of the year through distribution of academic calendar. 4) Strict implementation of academic calendar 5) Encourage Faculty Members to participate in Seminars.</p>											
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year											
<table border="1"> <thead> <tr> <th data-bbox="86 869 769 936">Plan of Action</th> <th data-bbox="783 869 1469 936">Achievements/Outcomes</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 943 769 1128">To aware the teachers & students with the importance of Social distance , masks and Govt. guidelines regarding Covid -19</td> <td data-bbox="783 943 1469 1128">Teachers and students followed Govt, guidelines.</td> </tr> <tr> <td data-bbox="86 1135 769 1279">To aware the teachers & students about online education.</td> <td data-bbox="783 1135 1469 1279">Teachers arranged online lectures and students joined it enthusiastically.</td> </tr> <tr> <td data-bbox="86 1285 769 1391">To encourage the teachers to attend Webinars</td> <td data-bbox="783 1285 1469 1391">Teachers participated in Webinars .</td> </tr> <tr> <td data-bbox="86 1397 769 1583">Making arrangement for sending important messages to all the stakeholders of the college regularly.</td> <td data-bbox="783 1397 1469 1583">Important messages are sent to the stakeholders by SMS/Whatsapp and Emails regularly.</td> </tr> </tbody> </table>	Plan of Action	Achievements/Outcomes	To aware the teachers & students with the importance of Social distance , masks and Govt. guidelines regarding Covid -19	Teachers and students followed Govt, guidelines.	To aware the teachers & students about online education.	Teachers arranged online lectures and students joined it enthusiastically.	To encourage the teachers to attend Webinars	Teachers participated in Webinars .	Making arrangement for sending important messages to all the stakeholders of the college regularly.	Important messages are sent to the stakeholders by SMS/Whatsapp and Emails regularly.	
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13. Whether the AQAR was placed before statutory body?	Yes										
<ul style="list-style-type: none"> Name of the statutory body 											
<table border="1"> <thead> <tr> <th data-bbox="86 1883 769 1944">Name</th> <th data-bbox="783 1883 1469 1944">Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1951 769 2047">Vishwabharati Education Sansthan , Rajendranagar</td> <td data-bbox="783 1951 1469 2047">10/03/2023</td> </tr> </tbody> </table>	Name	Date of meeting(s)	Vishwabharati Education Sansthan , Rajendranagar	10/03/2023							
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Vishwabharati Education Sansthan , Rajendranagar	10/03/2023										

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	29/01/2022
15. Multidisciplinary / interdisciplinary	
Not applicable	
16. Academic bank of credits (ABC):	
Not applicable	
17. Skill development:	
Not applicable	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
Not applicable	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
Not applicable	
20. Distance education/online education:	
We run Dr Babasaheb Ambedkar Open University Study center to provide Distance Education to those who can't join Regular courses.	

Extended Profile

1. Programme

1.1 26

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

File Description	Documents
Data Template	View File

2. Student

2.1 643

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **As Per Govt. Rules**

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

File Description	Documents
Data Template	View File

2.3 **326**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **17**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **00**

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	26
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	643
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	As Per Govt. Rules
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	326
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	17
File Description	Documents
Data Template	View File

3.2	00
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	30
Total number of Classrooms and Seminar halls	
4.2	980064
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	55
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

M.M.Chaudhari Arts College, Rajendranagar is affiliated to the Hemchandracharya North Gujarat University, Patan it follows the university designed curriculum. • The college operates at UG/PG level keeping in mind goals and objectives that is to make the students employable through holistic education and skill development. Accordingly, this institution has created and maintained an inspiring atmosphere in the campus to support the effective delivery of all components of the curriculum like teaching, learning, assessment and resource in its core function of teaching at the class room level. • The University prepares an academic calendar that specifies the duration of the semester, the date of commencement and end of semesters and examinations. All UG and PG courses offered by the college have semester system. • In the beginning of the academic year, an action plan is prepared by the IQAC, Separate time tables for Arts programme is prepared. In tune with the changes of syllabi made by the university, the college procures required number of books and research journals in

the library. • Most of the departments have their own computers with internet connectivity. •

These are the basic strategies we apply every year. Due to Covid-19, we tried our best to follow the above mentioned strategies through online mode as much as possible.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institution is an affiliated college of HNGU, Patan.

Examinations are conducted at the end of each semester by the affiliating University. College informs students about the University notices and circulars related to the examinations from time to time through notice boards, the college website, WhatsApp, and verbally also. The faculties inform the students about the examination, paper pattern, schedule, and regulations. The schedule is displayed on the Notice Board too. All departments

conduct internal assessments of students through unit tests, mock tests, peer learning, group discussion, case studies, projects, quizzes, etc. The students are well informed about CIE in advance by the examination committee and the departments. The dates are also provided by the college in the proposed academic calendar prepared at the beginning of each academic session, which is uploaded on the college website. The Principal conducts review meetings

department-wise to give necessary feedback for the improvement of students' performance. Re-examinations are conducted for the absentees and students who fail in CIE as per university guidelines. The tutor ward system helps the teachers in maintaining students' academic and co-curricular progress. Every staff member remains friendly, counsels, and guides the students benevolently whenever they are in need.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	www.mmccacr.com

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

6

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

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

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

00

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

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

00

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

00

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

1.3 - Curriculum Enrichment

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

Not Applicable

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

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

00

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

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

00

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

1.4 - Feedback System

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

D. Any 1 of the above

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

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

D. Feedback collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

910

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

504

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

After completion of admission process, class-room work starts. The college organizes orientation programme for new entrants at the beginning of academic year. The students are informed about semester system, syllabus, paper style, discipline, examination pattern, N.C.C., N.S.S., Sports, Saptadhara, Co-curricular and extracurricular activities. In the classroom the teachers make students aware about syllabus and units of particular subject and university paper style also. The teachers evaluate the first-year students on the basis of 12th results and marks of related subjects. They are taught basic things related to the subjects. Study material. In the class room teaching, the teachers always keep in mind the slow learners and average students and start teaching from basic level of related subject For advance learners, the faculty suggests them to make use of reference books from library. They are given suggestion to prepare for competitive examination, future career option.... etc. students are given personal counselling also. In the class-room active participation of the students is ensured with interaction, discussion, assignment, seminar presentation.... etc. The students are given necessary assistance for assignments. Students also take part in various activities like elocution, essay writing, drawing, singing, sports, N.C.C. activities, N.S.S. activities at college level and also at university level. Due to Covid-19 pandemic students are given online guidance in related subjects. Study material provided on students whatsapp groups.

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

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

Number of Students	Number of Teachers
643	17

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Majority of the students come from rural back-ground. The teachers keep in mind their socio-economic level and teach accordingly. Due to Covid-19 pandemic classroom lectures were not possible. Use of ICT and Smartphones to teach students Online through various platforms like Microsoft Teams, Google Meet, Zoom etc.

1.The teaching learning is students centric.

2.Online display, Oral examples, PPT, discussion, Question answer, assignments, ...such tools are used.

3.Grammar and language skills are taught.

4.Lecture method is used.

5.Students are given assignments to complete at home.

6.Study material is provided

7.Social work through NSS, NCC activities Nationality and discipline through N.C.C. units.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The year 2020-21 was a year of covid-19 Pandemic. The college are opened and closed frequently due to Lock-down, students cannot come to college, work from home, work from campus but students are not allowed are the different scenario during the year.

. To Create WhatsApp Group for Students semester-wise and subject Wise.

- To organize training for faculty for online Platform
- One day training programme was organized on 20/08/2020 and resource person Mr.Desai practically showed faculty how to use Google Meet Platform. How to create meeting, how to generate link, how to distribute link in WhatsApp group, and how to start online class. - Another training from the Gujarat government organized for online platform Microsoft - Teams and faculty attended enthusiastically and implemented accordingly.
- Conduct of lectures on time-table wise.Asso.Prof.S.H. Patel made Time-table and circulated on WhatsApp group of students to inform them about timing of lecture.
- . Online Orientation of students.

At the beginning of online study, orientation was necessary for students how to join lectures online. Students were given detailed idea and information how to use lecture link and how to attend lecture, when to keep mute, how to raise hand to ask question... etc.

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

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

2.3.3.1 - Number of mentors

17

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

2.4 - Teacher Profile and Quality

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

17

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

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

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

7

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

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

2.4.3.1 - Total experience of full-time teachers

360

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

2.5 - Evaluation Process and Reforms

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

The institution is an affiliated college of HNGU, Patan. Examinations are conducted at the end of each semester by the affiliating University. College informs the students about the university notices and circulars related to the examination from time to time through notice boards, departmental notice boards, the college website, and also verbally by the faculty members of the department. All departments conduct an internal assessment of students and students are well informed about these internal examinations in advance by the department. Internal assessment dates are also provided by the college in the proposed academic calendar prepared at the beginning of each academic session, which is uploaded on the college website. The orientation programs are conducted at the beginning of the semester. The faculties inform the students about the examination pattern, schedule and regulations also. The schedule is displayed on the Notice Board too. The Principal conducts Review Meetings department-wise for necessary feedback for the improvement of students' performance. RE- Examinations are conducted for the absentees and students who fail in Continuous Internal Evaluation as per university guidelines. After examination, the Departmental faculties show answer sheets to the students and guide them on necessary improvements for both slow and advanced learners.

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

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

and efficient

The college conducts the internal exams very fairly thus the institute hardly receives any grievances regarding the internal examination in undergraduate and postgraduate courses. Internal examinations are purely based on the college exams, assignments, presentations, class tests and quizzes as per the university guidelines and course content. When the college receives any grievance regarding the examination, it is immediately brought to the notice Examination convener. The grievance is resolved in the following manner:

(a) The principal, admin staff, and academic staff all help the students with form filing to the end of the examination.

(b) If a question paper has any discrepancy regarding incorrect options out-of syllabus questions, students may report it to the convener. The college examination committee takes cognizance and resolves the

grievance.

(c) After the result declaration faculties show answer

sheets and if any student has an objection to the result, it is rectified in the presence of the examination committee if it is justifiable. If students are not satisfied with their marks, the supplementary is evaluated by the HODs. For students who do not appear in the exam for a genuine reason or fail in an examination, the college also conducts Re-Test.

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

2.6 - Student Performance and Learning Outcomes

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

The institution runs B.A Sanskrit, English, Gujarati, Hindi and

History and M.A Gujarati, Sanskrit, English and History courses for the students to help them achieve knowledge, and develop their all around personalities and their goals. The experts who are members of the BOS design the curriculum by stating the Programme and course outcomes of every course and programme. The institute uploads the same on the college website with the institute's vision, mission and goals. Hard copies of syllabi and Learning Outcomes are available in the departments and college library for ready reference to the teachers and students. The importance of the learning outcomes is communicated to the teachers in IQAC meetings or College Committee meetings as well. The students are also made aware of the same through an orientation programme conducted every year at the beginning of the academic session. Guest lectures, Alumni and tutorial meetings are also arranged to aware the students about teaching learning Objectives and Learning outcomes at the college level. Learning Outcomes of the Programs and Courses are observed and measured periodically by conducting peer learning and quizzes. Besides, they are communicated to the students and other stakeholders through college prospectus, notice board and in classroom teachings

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

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

The institute follows an academic calendar for the attainment of Programme outcomes and course outcomes to measure the levels of attainment of course outcomes, programme-specific outcomes and programme outcomes. The course outcomes are measured through the syllabus, completion of syllabus, continuous evaluation, setting up of question paper, evaluation, and results.

Heads of the Department and the teachers who teach classes strive to complete the courses in time and in some cases conduct extra classes for slow earners also. 75% attendance is compulsory for additional 5 marks. The continuous evaluation is done through tests, quizzes, written assignments, presentation of papers, oral presentations, dramatization, fieldwork and so on.

The programme-specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

At the Undergraduate level and Post Graduate levels, the attainment of programme outcomes is measured through students' progress to higher studies and students placement in companies and institutions. The feedback system also helps for the attainment of the programme outcomes pertaining to the relevance of the course, availability of the course material; employability and so on measures its learning outcomes.

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

2.6.3 - Pass percentage of Students during the year

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

325

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

2.7 - Student Satisfaction Survey

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

https://drive.google.com/file/d/1HtyrM0BFYsgXW9-jwfeh02pw28kh8Zga/view?usp=share_link

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

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

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

0

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

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

0

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

3.2 - Research Publications and Awards

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

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

2

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

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

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

0

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

3.3 - Extension Activities

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

The college regularly organizes various extension activities for students in the neighbourhood community to sensitize social issues and students' holistic development. Every year, programmes are

organized under which students and staffs participate voluntarily in community-based activities within the neighbourhood. The institute conducts programs to empower the girl students through workshops, rallies, cleanliness drives, green environment & tree plantations, gender sensitization, traffic rule awareness, digital payment, etc.

Cleanliness of the campus and neighbouring villages are maintained by the volunteers of the NSS club. We have organized NCC Camp also to enhance the spirit of patriotism and brotherhood. We organized celebration of National days. Girls-related programmes are organized by CWDC; environment-related issues are jointly conducted by Rangers and Eco-club. The learning outcome of these activities is to gain social and moral values, a deep interest in environmental-related issues, to become a good citizen and lead to all-round development. Due to COVID-19, the institute conducted very few activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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

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

6

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

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

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

230

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

3.4 - Collaboration

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The physical facilities including Laboratories, Classrooms, Computers, etc. are made available for students who take admission in our college. The college collects the fee from them for curricular and co-curricular as per the norms of Hemchandracharya North Gujarat University.

Teaching-learning: The college has an adequate number of computers with internet connections. The computers and ICT-enabled Class Rooms, laptops, computers, and every technical-related issue are maintained by the local experts on a contractual basis through AMC.

General Maintenance: The office maintains register(s) to record the complaints related to AC, furniture, fixtures, plumbing, electrical work, etc. Depending upon the nature of the complaints, the majority of them are resolved by the in-house staff. If required, experts from outside agencies are called.

Library: Staff members and students can easily access the library facilities for borrowing books, magazines, periodicals, and other materials as per the rules. On holidays it is made available for the other governmental and non-governmental

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

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

The institution has adequate facilities for sports and cultural activities. The college has a Cultural Hall/ Seminar Hall. It has a stage, a mike, a podium, a sound system with speakers, a Casio, 2 microphones, 3, a pair of Tabla to practise and perform cultural activities. Dance, singing, Annual day celebration and other festival are celebrated in the hall. The sitting arrangement of chairs is provided. General lectures and Expert lectures, Thalassemia test, seminars are conducted in the Assembly -hall. Yoga day is also celebrated in the hall.

The college has a huge open ground for sports activities. It has various out door grounds like kho-kho, Kabaddii Volley-ball, Handball etc Indoor games have chess and carrom facility.

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

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

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

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

980064

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

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

The institute has a rich library and active library committee to take care of the issues related to library. The College has a good collection of books and journals with newly added every year. It subscribes Periodicals, Magazines and Research Journals and Newspapers. NET/SET Coaching, Remedial Studies, State Public Service Examination, Civil Service Examination, Career and

Counselling Guidance Availability of issue slip, Newspaper clipping service focusing on information regarding the various activities in the college. Binding of Old Journals and volumes. Dissemination of new arrivals and activities through college application, notice-board, display in stand and college website.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources E. None of the above

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

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

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

0.91502

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

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

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

35:12

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

4.3 - IT Infrastructure

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

The college has adequate computers, printers, L.C.D

Projectors, two Computer Laboratories with a set of 50 computers and CPU.

The institution upgrades its computer system as per

requirement with necessary software, anti-virus.... etc.

computer laboratory, office and Principal office have internet

connections and with Wi-Fi Facilities. We have also the facility of department wise separate computers.

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

4.3.2 - Number of Computers

55

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

4.3.3 - Bandwidth of internet connection in C.10 - 30MBPS

the Institution

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

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

980064

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

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

Following are the procedures for maintaining physical, academic, and support facilities - laboratory, library, sports complex, computers, classrooms, etc:

Academic Facility: The institution has 30 classrooms with necessary benches, tables, chairs, fans and tube lights. So, 30 Classrooms are sufficient at one time to arrange lectures of various subjects. The principle and the management of the college allocate funds to maintain or make repairing of physical facilities as per requirement and keep it them in good condition.

Computer Laboratory: (Language Laboratory) The institution has a

computer laboratory (Language Lab) with 25 computer set, tables and chairs. The students can learn Basic Computer Course in the laboratory. As per requirement, software is updated, necessary maintenance is made time to time hiring experts and keep the computers up to date. The laboratory in- charge informs the Principle about the maintenance and the Principal allocates fund and hire the experts to keep them in good condition.

Sport facility: The institution has various grounds for sports activities. It has Kabaddi ground, Kho-Kho ground, Volley-ball Ground, Hand Ball Ground, Net-ball Ground, Athletics Ground.... etc. Indoor ground has chess, Carrom and Yoga ground.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1091

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

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

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

0

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

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

D. 1 of the above

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

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

0

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

0

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

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

D. Any 1 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

01

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

30

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

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

0

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

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

1

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

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

STUDENTS COUNCIL ACTIVITIES (2020-21)

At the beginning of an academic year, 'Students Council' was formed under Guidance of Principal. Students representative have been appointed at college level in various committees. Various Committees were formed for academic, co-curricular and extra-curricular activities. In-charge professors were appointed with other member professors in the various committees. One or Two students representatives were appointed in each committee. Career Counselling Cell, Grievance Redressal cell, NSS Committee, NCC committee, College has 'Saptadhara' committee; under which there are various seven committees were formed.

1. Knowledge committee
2. Social Service committee
3. Music-Dance committee
4. Yoga-Sports committee
5. Art-Skill committee
6. Drama committee
7. Creative expression committee

Generally above committees organize various programmes and competitions among the students like singing, dancing, mono-

acting, traditional dress day, Teachers' Day, Navaratri Garba (dance), mimicry, essay writing, sports games ... etc. But due to Covid-19 pandemic classroom teaching and college level activities could not be possible.. Celebration of World Yoga Day is celebrated on 21/06/2020 by Faculty members, College Students by performing Yoga and Pranayama at Home due to Lockdown. 'Republic Day' organized and celebrated in the college campus in which NCC cadets, NSS volunteers, College Staff, and staff remain present.

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

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

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

0

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

5.4 - Alumni Engagement

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

Nil

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the institution is reflective of and in tune with the vision and mission of the institution. The vision and mission of the college are reflected for the students on the college website and the same is informed during orientation also.

The governance of the college matches the vision and mission of

the college. It clearly reflects the institution's distinctive feature. The institution has been able to produce better students and many of our students have got better government jobs. Our graduate students are now independent and self-confident. They are now serving the society in their own way. Since the institution is located in the tribal area, it caters to the needs of the society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Decentralization bridges the gulf between the perceived present and the desired future situation. From the President to the secretary, the staff, and the students, all the stakeholders play a vital role in the progress of the college. The actively functioning IQAC meets twice or thrice a year with IQAC team members communicates the strategic plan. The institute concentrate on fostering the institution's progress by sharing the responsibilities through the IQAC, Alumni, and Placement Grievance Redressal, Anti-ragging cells, Examination, Extra-curricular, Research and Extension, and Admission committees. The placement cell is given freedom in arranging pre-placement training and programs for the students. The institute also runs certificate and diploma courses. In College all the heads of the departments carry out revision of the syllabus, change the assessment policies, implement, innovate and execute the best practices in the teaching and learning process, monitor students' academic activities and their progression after results,. The heads of the department have full autonomy in operating the department in terms of subject allocation, Assessment preparation, conference, seminars, and guest lectures.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At college level Principal forms various committees like IQAC committee, Discipline Committee, N.C.C. Committee, N.S.S. Committee, Examinations Committee, Career Counseling Cell, Sports Committee, Library Committee, Saptadhara Committee...etc. One faculty member is appointed as in-charge of the committee, and one or two faculty members appointed as members of the body. Students' representative also taken in the various committees. The committee is given independence to arrange programmes, activities with the consent of the principal. - Besides curricular programme, co-curricular and extra-curricular activities organized round the year. - N.C.C. / N.S.S. units are working. The institution runs B.A.and M.A. programmes. Time- Table is prepared, distributed to every faculty and department, it is also displayed on the notice board. - Work load is distributed among faculty members. -- Orientation programme is organized for the freshers to make them aware about curricular, co-curricular, extra-curricular activities, examination pattern of semester system....etc - Various departments invite experts and arrange lectures of related subjects. - ICT : the faculty make use ICT also, Online lectures were introduced through various platforms like Microsoft Teams, Google Meet, Zoom ..etc.

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

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

The M.M.Chaudhari Arts College Rajendranagar is run by Vishwabharati Education Sansthan on its own campus. The managing trustees are very cooperative. The vision and mission and goals of the college point toward the concerns of the managing trustees and their endeavours for the empowerment and upliftment of the students in the surrounding area. Principal and chairperson of IQAC is the major link to the management, academic and administrative. The IQAC of the college comprises several members

as per the size of the staff and the norms of IQAC (NAAC). IQAC forms various committees to help in monitoring and facilitating several activities organized in the college. The college plans the policies in accordance with the rules of the UGC, the Government of Gujarat, and HNGU. The principal looks after the functioning of academic and administrative activities. All decisions are taken by the principal in coordination with the management, and the teaching and non-teaching staff. IQAC conducts internal assessments twice in a year to verify the effectiveness of quality measures. The I.Q.A.C plans yearly activity and programmes in accordance with academic calendar of the affiliated H.N.G. University. HODS of each subject allocate various papers and subject to their colleagues. Time -table is prepared and followed. examinations.

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

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

E. None of the above

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

6.3 - Faculty Empowerment Strategies

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

12 days of casual leave is available to the teaching staff, 15

days Casual leave is available for non-teaching staff. The non-teaching staff can avail 30 days of Earned Leave per year. 20 half pay leave of ten days leave can be commuted every year by every employee. Lady teachers can avail six months Maternity Leave. Male teachers can avail Paternity Leave for 15 days. All the staff members can get duty leave to attend Seminars/ Workshops and various Training Programmers/ Orientation/ Refreshers/ Examination duties, as per the Government rules. Graduaties, pension and other such Government welfare schemes are given to the staff.

Computer and library facility is provided to teachers for research work. Grievance Redressal Cell takes care of the complaints of the students as well as staff. Prevention of Sexual Harassment cell for women is formed.

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

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

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

0

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

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

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

0

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

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

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

15

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

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

As per UGC regulation 2010, It is mandatory for all faculty to prepare performance based appraisal in the prescribed format for career advancement. Promotions are based on the prevalent rules of UGC career advancement scheme by the appraisal parameters.

Institution has formed self-appraisal form for the Teaching staff. It includes participation in academic, co-curricular, extra-curricular, various bodies, administration, research and publication. The self-appraisal form includes lectures, examination duties, participation in seminars, training workshops, publication of research articles, research work, extracurricular activities, preparing results ... etc. Students feedback on teachers are arranged and collected. Management meeting with Principal and staff-members for evaluation of yearly activity. Timely activities and programmes of various committees. For non-teaching staff CCC computer examination is compulsory.

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

6.4 - Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting Internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted by the internal financial committee of the institution yearly which is appointed by the management. The report of the internal audit is submitted to the management through the principal. The external audit is carried out by the Government of Higher Education, Gujarat. The accountant and the principal jointly scrutinize and verify the financial data on daily bases. They follow the directions from the Higher Education Department and external Chartered Accountant for internal audit. At the end of every Financial year, annual financial receipts and expenditures are prepared and sent to the authorities in the Department of Education. The external audit is conducted once a year by the external agency that comes from the Commissioner of higher education, Gandhinagar. Both internal and external audit includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges, etc., and nonrecurring expenses like lab equipment purchases, furniture, and other development expenses. The audit wing of the government visits and inspects all the files relating to financial matters of various schemes that the college avails.

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

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

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

0

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

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

The college has various committees. The principal, coordinators of various committees, Senior clerk, and a member of the management monitors the mobilization of funds and ensures that the funds are spent for the purpose for which they have been allocated. However, to ensure the optimum utilization of resources, the Principal issues directions. Sources of funds are as follows:

1. Fees charged as per the university and government norms from students of various granted and self-financed programmes.
2. Scholarship from state government directly deposited in students' Bank Accounts by the Government
3. University fund for NSS
4. Salary grant from state government - The College receives a salary grant from the State Government. For this, we prepare and send an annual budget of the estimated salary grant required to the state government.

This grant includes salaries of the Full-Time Permanent teachers, nonteaching and part-time permanent teachers working on granted posts.

5. Finishing School Training Grant from Knowledge Consortium of Gujarat.

6. Financial assistance from management is used for the salary of self-financed teachers, telephone bills, electricity bills, travelling, postage, sanitation water supply, advertisement, maintenance of furniture, equipment, etc.

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

6.5 - Internal Quality Assurance System

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

The institute attempts to focus on imparting quality education, through its innovative, comprehensive, and flexible education policy. The Internal Quality Assurance Cell actively monitors and suggests improvement measures regarding curricular and cocurricular aspects. The IQAC has immensely contributed to the implementation of quality assurance strategies at all levels. Apart from general meetings thrice a year, the Staff members of IQAC regularly meet and discuss improvement measures with the principal once a month also. The Institute Annual Quality Assurance Report is sent to NAAC on regular basis. Self-Appraisal System provides the upgradation of the teaching and non-teaching staff. Action Taken Reports of the meetings and work done are prepared and uploaded on the college website regularly. The IQAC plans to organize and execute the necessary steps that include the key performance indicators. Efforts of IQAC lead to the successful implementation and function of modern technology in administrative, library, and teaching-learning. Automation of admission, financial, and examination processes, upgradation of Wi-Fi and LAN facilities, significantly contributes to enhancing the quality of the teaching-learning.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC regularly evaluates the teaching-learning process and takes action to raise its quality. The Academic Calendar is created in advance and displayed in the staff room, principal's cabin and on the students' noticeboard. Exam schedules, summer, winter, and midterm breaks, admission to various programmes, and result announcements are all announced via notices and WhatsApp also. All new entrants have to participate in the orientation programme, where they learn about the programme outcomes, course outcomes, course-specific outcomes, the mission, vision, and goals, and the teaching-learning process. They are also made aware of the system of continuous evaluation, the core compulsory courses, various cocurricular activities, and the discipline and culture of the institution through this orientation programme. Before the semester begins, students are informed of the timetable, programme structure, and course syllabi. Most of the important announcements are delivered at the morning assembly. The head of departments and students' representative keep an eye on students' behaviour in class and attendance.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit

D. Any 1 of the above

recognized by state, national or international agencies (ISO Certification, NBA)

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

a. **Safety and security:** The college is equipped with CCTV cameras that covered each and every corner of the campus including all classes. Separate Boys and Girls toilet facility, separate drinking water facility is provided.

b. **Counseling:** The system of Mentor and Mentee is a great support to counsel the girl students.

c. **Common Rooms:** There is a separate Girls room is provided for girl students where girl students can relax, study, and enjoy informal discussions in their free time. Girl Students can use this room according to their need and requirements. It is equipped with necessary furniture and toilet facility.

d. **Any other relevant information:**

The institute also organizes various Safety, security, and

Counseling development programmes to provide physical and mental strength and to increase empowerment and awareness among the students.

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

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

D. Any 1 of the above

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

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

Waste management: (Dry and Wet waste management):

The Institution implements solid waste management by enforcing the waste segregating rules. Dustbins are placed in every classroom, library, office, canteen, and different locations in the campus. All waste collected from the campus is segregated at source as dry and wet and disposed of in a proper manner adopting reusing procedure or giving it to the bio-fertilizer producing unit.

Liquid waste management:

The institution has liquid waste in form of water only as there is no chemical or any other liquid is used for practical's or so. For liquid waste management, the institution has recharging well that help uplift the water level of the area

Biomedical waste management: NA

E-waste management:

The Institution has undertaken a number of E-waste management initiatives with the objective of creating an eco-friendly environment in the campus. E-waste such as computers and its peripherals are upgraded regularly by proper agencies.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: C. Any 2 of the above

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

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

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

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

E. None of the above

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

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

E. None of the above

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

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

The institution organizes programmes for the students to enhance the inclusive environment to inculcate tolerance and harmony, unity and brotherhood towards cultural, regional, communal and socio-economic. Each and every are treated equally without any bias and prejudice. The festivals and rituals of all community

1.Cultural Programmes:

Every year various cultural programmes arranged.

Patriotic song, Folk song, Mime, Folk-Dance, Ras-Garba, Mono Dance, Essay writing, Elocution etc. programmes arranged. Various themes are given like Folk theme, Green Environment, The students take part in various activities with equal opportunities. Boys and Girls take part with equal opportunity. s. Religious harmony also developed. Diversity regarding Social, Religious,

Various activities are done directly and indirectly involving students of all community to spread feelings of peace and harmony.

Various social and cultural programmes are done to develop inclusive environment for the students and local people.

Grievances Redressal Cell is also constituted to address the grievances among students to maintain harmony in the college.

Republic and Independent Day are celebrated with the spirit of nationalism and patriotism. Social and cultural

activities are celebrated by NSS, cultural Activity Cell to promote national harmony and unity.

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

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

Discipline is well maintained in the class-rooms and campus by the students. Students seek permission in class if a teacher is present in the class. Self-learning and copy free atmosphere is created. Mobile is strictly prohibited during examination. Staff - Supervisors do not use mobile - phones during supervision. After completion of any class or programmes, girl students exits first and boy students exits next. So mutual respect is created among girl students and boy students. Sitting arrangement of girl students and boy students are separate. Teaching is value added with examples. Morning Prayer is a part of daily practice. Celebration of Independence Day and Republic Day cultivate patriotic value. National Anthem is sung and salute to National Flag is given. Local Leaders, officials are invited as Chief -Guests. They give inspirational speech.

Various days are celebrated like, Vivekananda Jayanti, Spiritual Leaders, Literary persons. Uma Shankar Jayanti, Panna Lal Jayanti, History Day, Above celebration inculcate patriotism, struggle for truth, spiritual value, bravery, and literary sense, rich tradition, culture and heritage of country. Tree plantation creates awareness of green earth and ecofriendly culture. Cleanliness drive, Voter Day creates awareness in students. Dignity of women / girls and gender equality, respect for girl students inculcated in students. So, there is no issue of girl harassment till date - in the campus.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized E. None of the above

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

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

WORLD AIDS DAY (1st December): is the message about healthy living and the dangers of this deadly disease are conveyed to the society.

SARDAR PATEL JAYANTI (31st October) - It is celebrated as "National Unity Day".

HINDI DAY (14th September): is celebrated in India to commemorate

the date 14 September, 1949 on which a compromise was reached- during the drafting of the constitution of India.

VIVEKANAND JAYANTI (12th January): This day is also celebrated as "National Youth Day" to commemorate the birth anniversary of Swami Vivekananda.

INTERNATIONAL WOMEN'S DAY (8th March): This day is celebrated on 8th March every year to make the students aware of women's rights.

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

7.2 - Best Practices

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

Best Practice:

Title: Students Served as Corona Warriors

Objective: To serve society during Covid-19 Pandemic through Students and volunteers.

The Context:

1. Work with Police Department:

To maintain rules and orders during

Covid-19 Pandemic, Police Department requires some man force as volunteers to work with Police force as volunteers, to maintain law and order during lockdown. According to Act -144 people cannot

go out from home without permission. Local Police Department, Vadali required some volunteers. Nine NCC boy cadets voluntarily and with the consent of their parents joined and served with Police Department. They followed the instructions of the Police office and strictly worked accordingly. This way NCC boy cadets worked as Corona Warriors.

4) Evidence of Success:

The institution inculcates

values in students. Students accepted to serve during Covid-19 Pandemic with Health Department, Police Department

These activities were very inevitable and serving for

society to prevent from Covid- 19 infection. Above activities was Life- Saving activities. Students served were actively and enthusiastically.

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

7.3 - Institutional Distinctiveness

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

Title: Teaching-Learnig through Online Platform The college was established in June 1996 with Arts faculty offering 5 main subjects Gujarati, Sanskrit,History,English and Hindi

Rajendranagar is a rural and interior place situated in a backward district Sabarkantha. The primary mission of the management 'Vishwabhararti Education Sansthan' is to provide higher education to the rural, interior and backward caste students; boys and girls. Mission to develop their overall personality and character to serve society and nation.

Discussion is made, suggestions are welcomed. They provide guidance. They also ask about requirements. They put emphasis on

quality improvement in all aspects of education.

Principal is an administrative head. Teaching- Non teaching staff works under vision of principal. Various committees are formed to allocate work. Faculty is Placed as In- Charge, students' representatives are part of many committees.

The year 2020-21 was a year of covid-19 Pandemic. The college was opened and closed frequently due to Lock-down. The government declared various guidelines of lockdown, work from home, SOP, maintaining social distancing from time to time. So students could not come to college, Teachers could work from home, work from campus. Students could not be allowed in the classrooms. IQAC committees held a meeting with faculty. The agenda was to continue education of the students. The IQAC allocated work to the faculty to implement online education.

Registration of students in Microsoft teams Platform.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

M.M.Chaudhari Arts College, Rajendranagar is affiliated to the Hemchandracharya North Gujarat University, Patan it follows the university designed curriculum. • The college operates at UG/PG level keeping in mind goals and objectives that is to make the students employable through holistic education and skill development. Accordingly, this institution has created and maintained an inspiring atmosphere in the campus to support the effective delivery of all components of the curriculum like teaching, learning, assessment and resource in its core function of teaching at the class room level. • The University prepares an academic calendar that specifies the duration of the semester, the date of commencement and end of semesters and examinations. All UG and PG courses offered by the college have semester system. • In the beginning of the academic year, an action plan is prepared by the IQAC, Separate time tables for Arts programme is prepared. In tune with the changes of syllabi made by the university, the college procures required number of books and research journals in the library. • Most of the departments have their own computers with internet connectivity. •

These are the basic strategies we apply every year. Due to Covid-19, we tried our best to follow the above mentioned strategies through online mode as much as possible.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institution is an affiliated college of HNGU, Patan.

Examinations are conducted at the end of each semester by the affiliating University. College informs students about the University notices and circulars related to the examinations from time to time through notice boards, the college website, WhatsApp, and verbally also. The faculties inform the students about the examination, paper pattern, schedule, and regulations. The schedule is displayed on the Notice Board too. All departments

conduct internal assessments of students through unit tests, mock tests, peer learning, group discussion, case studies, projects, quizzes, etc. The students are well informed about CIE in advance by the examination committee and the departments. The dates are also provided by the college in the proposed academic calendar prepared at the beginning of each academic session, which is uploaded on the college website. The Principal conducts review meetings

department-wise to give necessary feedback for the improvement of students' performance. Re-examinations are conducted for the absentees and students who fail in CIE as per university guidelines. The tutor ward system helps the teachers in maintaining students' academic and co-curricular progress. Every staff member remains friendly, counsels, and guides the students benevolently whenever they are in need.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	www.mmcaacr.com

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

6

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

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

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

00

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

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

00

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

during the year

00

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

1.3 - Curriculum Enrichment

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

Not Applicable

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

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

00

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

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

00

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------

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

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

D. Feedback collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

910

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

504

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

After completion of admission process, class-room work starts. The college organizes orientation programme for new entrants at the beginning of academic year. The students are informed about semester system, syllabus, paper style, discipline, examination pattern, N.C.C., N.S.S., Sports, Saptadhara, Co-curricular and extracurricular activities. In the classroom the teachers make students aware about syllabus and units of particular subject and university paper style also. The teachers evaluate the first-year students on the basis of 12th results and marks of related subjects. They are taught basic things related to the subjects. Study material. In the class room teaching, the teachers always keep in mind the slow learners and average students and start teaching from basic level of related subject For advance learners, the faculty suggests them to make use of reference books from library. They are given suggestion to prepare for competitive examination, future career option.... etc. students are given personal counselling also. In the class-room active participation of the students is ensured with interaction, discussion, assignment, seminar presentation.... etc. The students are given necessary assistance for assignments. Students also take part in various activities like elocution, essay writing, drawing, singing, sports, N.C.C. activities, N.S.S. activities at college level and also at university level. Due to Covid-19 pandemic students are given online guidance in related subjects. Study material provided on students whatsapp groups.

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

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

Number of Students	Number of Teachers
643	17

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Majority of the students come from rural back-ground. The teachers keep in mind their socio-economic level and teach accordingly. Due to Covid-19 pandemic classroom lectures were not possible. Use of ICT and Smartphones to teach students Online through various platforms like Microsoft Teams, Google Meet, Zoom etc.

1.The teaching learning is students centric.

2.Online display, Oral examples, PPT, discussion, Question answer, assignments, ...such tools are used.

3.Grammar and language skills are taught.

4.Lecture method is used.

5.Students are given assignments to complete at home.

6.Study material is provided

7.Social work through NSS, NCC activities Nationality and discipline through N.C.C. units.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The year 2020-21 was a year of covid-19 Pandemic. The college are opened and closed frequently due to Lock-down, students cannot come to college, work from home, work from campus but students are not allowed are the different scenario during the year.

. To Create WhatsApp Group for Students semester-wise and subject Wise.

- o To organize training for faculty for online Platform
- o One day training programme was organized on 20/08/2020 and resource person Mr.Desai practically showed faculty how to use Google Meet Platform. How to create meeting, how to generate link, how to distribute link in WhatsApp group, and how to start online class. - Another training from the Gujarat government organized for online platform Microsoft - Teams and faculty attended enthusiastically and implemented accordingly.
- o Conduct of lectures on time-table wise.Asso.Prof.S.H. Patel made Time-table and circulated on WhatsApp group of students to inform them about timing of lecture.
- o . Online Orientation of students.

At the beginning of online study, orientation was necessary for students how to join lectures online. Students were given detailed idea and information how to use lecture link and how to attend lecture, when to keep mute, how to raise hand to ask question... etc.

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

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

2.3.3.1 - Number of mentors

17

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

2.4 - Teacher Profile and Quality

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

17

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

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

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

7

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

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

2.4.3.1 - Total experience of full-time teachers

360

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

2.5 - Evaluation Process and Reforms

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

The institution is an affiliated college of HNGU, Patan. Examinations are conducted at the end of each semester by the affiliating University. College informs the students about the university notices and circulars related to the examination from time to time through notice boards, departmental notice boards, the college website, and also verbally by the faculty members of the department. All departments conduct an internal assessment of students and students are well informed about these internal examinations in advance by the department. Internal assessment dates are also provided by the college in the proposed academic calendar prepared at the beginning of each academic session, which is uploaded on the college website. The orientation programs are conducted at the beginning of the semester. The faculties inform the students about the examination pattern, schedule and regulations also. The schedule is displayed on the Notice Board too. The

Principal conducts Review Meetings department-wise for necessary feedback for the improvement of students' performance. RE- Examinations are conducted for the absentees and students who fail in Continuous Internal Evaluation as per university guidelines. After examination, the Departmental faculties show answer sheets to the students and guide them on necessary improvements for both slow and advanced learners.

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

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

The college conducts the internal exams very fairly thus the institute hardly receives any grievances regarding the internal examination in undergraduate and postgraduate courses. Internal examinations are purely based on the college exams, assignments, presentations, class tests and quizzes as per the university guidelines and course content. When the college receives any grievance regarding the examination, it is immediately brought to the notice Examination convener. The grievance is resolved in the following manner:

(a) The principal, admin staff, and academic staff all help the students with form filing to the end of the examination.

(b) If a question paper has any discrepancy regarding incorrect options out-of syllabus questions, students may report it to the convener. The college examination committee takes cognizance and resolves the grievance.

(c) After the result declaration faculties show answer sheets and if any student has an objection to the result, it is rectified in the presence of the examination committee if it is justifiable. If students are not satisfied with their marks,

the supplementary is evaluated by the HODs. For students who do not appear in the exam for a genuine reason or fail in an examination, the college also conducts Re-Test.

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

2.6 - Student Performance and Learning Outcomes

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

The institution runs B.A Sanskrit, English, Gujarati, Hindi and History and M.A Gujarati, Sanskrit, English and History courses for the students to help them achieve knowledge, and develop their all around personalities and their goals. The experts who are members of the BOS design the curriculum by stating the Programme and course outcomes of every course and programme. The institute uploads the same on the college website with the institute's vision, mission and goals. Hard copies of syllabi and Learning Outcomes are available in the departments and college library for ready reference to the teachers and students. The importance of the learning outcomes is communicated to the teachers in IQAC meetings or College Committee meetings as well. The students are also made aware of the same through an orientation programme conducted every year at the beginning of the academic session. Guest lectures, Alumni and tutorial meetings are also arranged to aware the students about teaching learning Objectives and Learning outcomes at the college level. Learning Outcomes of the Programs and Courses are observed and measured periodically by conducting peer learning and quizzes. Besides, they are communicated to the students and other stakeholders through college prospectus, notice board and in classroom teachings

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

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

The institute follows an academic calendar for the attainment of Programme outcomes and course outcomes to measure the levels of attainment of course outcomes, programme-specific outcomes and programme outcomes. The course outcomes are measured through the syllabus, completion of syllabus, continuous evaluation, setting up of question paper, evaluation, and results.

Heads of the Department and the teachers who teach classes strive to complete the courses in time and in some cases conduct extra classes for slow earners also. 75% attendance is compulsory for additional 5 marks. The continuous evaluation is done through tests, quizzes, written assignments, presentation of papers, oral presentations, dramatization, fieldwork and so on.

The programme-specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

At the Undergraduate level and Post Graduate levels, the attainment of programme outcomes is measured through students' progress to higher studies and students placement in companies and institutions. The feedback system also helps for the attainment of the programme outcomes pertaining to the relevance of the course, availability of the course material; employability and so on measures its learning outcomes.

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

2.6.3 - Pass percentage of Students during the year

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

325

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

2.7 - Student Satisfaction Survey

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

https://drive.google.com/file/d/1HtyrM0BFYsgXW9-jwfeh02pw28kh8Zga/view?usp=share_link

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

0

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

3.2 - Research Publications and Awards

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

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

2

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

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

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

0

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

3.3 - Extension Activities

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

The college regularly organizes various extension activities for students in the neighbourhood community to sensitize social issues and students' holistic development. Every year, programmes are organized under which students and staffs participate voluntarily in community-based activities within the neighbourhood. The institute conducts programs to empower the girl students through workshops, rallies, cleanliness drives, green environment & tree plantations, gender sensitization, traffic rule awareness, digital payment, etc.

Cleanliness of the campus and neighbouring villages are maintained by the volunteers of the NSS club. We have organized NCC Camp also to enhance the spirit of patriotism and brotherhood. We organized celebration of National days. Girls-related programmes are organized by CWDC; environment-related issues are jointly conducted by Rangers and Eco-club. The learning outcome of these activities is to gain social and moral values, a deep interest in environmental-related issues, to become a good citizen and lead to all-round development. Due to COVID-19, the institute conducted very few activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

0

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

6

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

230

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

3.4 - Collaboration

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The physical facilities including Laboratories, Classrooms, Computers, etc. are made available for students who take admission in our college. The college collects the fee from them for curricular and co-curricular as per the norms of Hemchandracharya North Gujarat University.

Teaching-learning: The college has an adequate number of computers with internet connections. The computers and ICT-enabled Class Rooms, laptops, computers, and every technical-related issue are maintained by the local experts on a contractual basis through AMC.

General Maintenance: The office maintains register(s) to record the complaints related to AC, furniture, fixtures, plumbing, electrical work, etc. Depending upon the nature of the complaints, the majority of them are resolved by the in-house staff. If required, experts from outside agencies are called.

Library: Staff members and students can easily access the library facilities for borrowing books, magazines, periodicals, and other materials as per the rules. On holidays it is made available for the other governmental and non-governmental

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

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

The institution has adequate facilities for sports and cultural activities. The college has a Cultural Hall/ Seminar Hall. It has a stage, a mike, a podium, a sound system with speakers, a Casio, 2 microphones, 3, a pair of Tabla to practise and perform cultural activities. Dance, singing, Annual day celebration and other festival are celebrated in the hall. The sitting arrangement of chairs is provided. General lectures and

Expert lectures, Thalassemia test, seminars are conducted in the Assembly -hall. Yoga day is also celebrated in the hall.

The college has a huge open ground for sports activities. It has various out door grounds like kho-kho, Kabaddii Volleyball, Handball etc Indoor games have chess and carrom facility.

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

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

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

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

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

980064

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

4.2 - Library as a Learning Resource

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

The institute has a rich library and active library committee to take care of the issues related to library. The College has a good collection of books and journals with newly added every year. It subscribes Periodicals, Magazines and Research Journals and Newspapers. NET/SET Coaching, Remedial Studies, State Public Service Examination, Civil Service Examination, Career and Counselling Guidance Availability of issue slip, Newspaper clipping service focusing on information regarding the various activities in the college. Binding of Old Journals and volumes. Dissemination of new arrivals and activities through college application, notice-board, display in stand and college website.

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

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

E. None of the above

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

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

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

0.91502

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

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

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

35:12

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

4.3 - IT Infrastructure

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

The college has adequate computers, printers, L.C.D

Projectors, two Computer Laboratories with a set of 50 computers

and CPU.

The institution upgrades its computer system as per requirement with necessary software, anti-virus.... etc.

computer laboratory, office and Principal office have internet connections and with Wi-Fi Facilities. We have also the facility of department wise separate computers.

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

4.3.2 - Number of Computers

55

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

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

980064

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

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

Following are the procedures for maintaining physical, academic, and support facilities - laboratory, library, sports complex, computers, classrooms, etc:

Academic Facility: The institution has 30 classrooms with necessary benches, tables, chairs, fans and tube lights. So, 30 Classrooms are sufficient at one time to arrange lectures of various subjects. The principle and the management of the college allocate funds to maintain or make repairing of physical facilities as per requirement and keep it them in good condition.

Computer Laboratory: (Language Laboratory) The institution has a computer laboratory (Language Lab) with 25 computer set, tables and chairs. The students can learn Basic Computer Course in the laboratory. As per requirement, software is updated, necessary maintenance is made time to time hiring experts and keep the computers up to date. The laboratory in- charge informs the Principle about the maintenance and the Principal allocates fund and hire the experts to keep them in good condition.

Sport facility: The institution has various grounds for sports activities. It has Kabaddi ground, Kho-Kho ground, Volley-ball Ground, Hand Ball Ground, Net-ball Ground, Athletics Ground.... etc. Indoor ground has chess, Carrom and Yoga ground.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1091

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

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	D. 1 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	D. Any 1 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

01

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

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

5.2.2.1 - Number of outgoing student progression to higher education

30

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

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

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

government examinations) during the year

0

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

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

1

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

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

STUDENTS COUNCIL ACTIVITIES (2020-21)

At the beginning of an academic year, 'Students Council' was formed under Guidance of Principal. Students representative have been appointed at college level in various committees. Various Committees were formed for academic, co-curricular and extra-curricular activities. In-charge professors were appointed with other member professors in the various committees. One or Two students representatives were appointed

in each committee. Career Counselling Cell, Grievance Redressal cell, NSS Committee, NCC committee, College has 'Saptadhara' committee; under which there are various seven committees were formed.

1. Knowledge committee
2. Social Service committee
3. Music-Dance committee
4. Yoga-Sports committee
5. Art-Skill committee
6. Drama committee
7. Creative expression committee

Generally above committees organize various programmes and competitions among the students like singing, dancing, mono-acting, traditional dress day, Teachers' Day, Navaratri Garba (dance), mimicry, essay writing, sports games ... etc. But due to Covid-19 pandemic classroom teaching and college level activities could not be possible.. Celebration of World Yoga Day is celebrated on 21/06/2020 by Faculty members, College Students by performing Yoga and Pranayama at Home due to Lockdown. 'Republic Day' organized and celebrated in the college campus in which NCC cadets, NSS volunteers, College Staff, and staff remain present.

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

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

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

0

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

5.4 - Alumni Engagement

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

Nil

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the institution is reflective of and in tune with the vision and mission of the institution. The vision and mission of the college are reflected for the students on the college website and the same is informed during orientation also.

The governance of the college matches the vision and mission of the college. It clearly reflects the institution's distinctive feature. The institution has been able to produce better students and many of our students have got better government jobs. Our graduate students are now independent and self-confident. They are now serving the society in their own way. Since the institution is located in the tribal area, it caters to the needs of the society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Decentralization bridges the gulf between the perceived present and the desired future situation. From the President to the secretary, the staff, and the students, all the stakeholders play a vital role in the progress of the college. The actively functioning IQAC meets twice or thrice a year with IQAC team members communicates the strategic plan. The institute concentrate on fostering the institution's progress by sharing the responsibilities through the IQAC, Alumni, and Placement Grievance Redressal, Anti-ragging cells, Examination, Extra-

curricular, Research and Extension, and Admission committees. The placement cell is given freedom in arranging pre-placement training and programs for the students. The institute also runs certificate and diploma courses. In College all the heads of the departments carry out revision of the syllabus, change the assessment policies, implement, innovate and execute the best practices in the teaching and learning process, monitor students' academic activities and their progression after results,. The heads of the department have full autonomy in operating the department in terms of subject allocation, Assessment preparation, conference, seminars, and guest lectures.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At college level Principal forms various committees like IQAC committee, Discipline Committee, N.C.C. Committee, N.S.S. Committee, Examinations Committee, Career Counseling Cell, Sports Committee, Library Committee, Saptadhara Committee...etc. One faculty member is appointed as in-charge of the committee, and one or two faculty members appointed as members of the body. Students' representative also taken in the various committees. The committee is given independence to arrange programmes, activities with the consent of the principal. - Besides curricular programme, co-curricular and extra-curricular activities organized round the year. - N.C.C. / N.S.S. units are working. The institution runs B.A.and M.A. programmes. Time- Table is prepared, distributed to every faculty and department, it is also displayed on the notice board. - Work load is distributed among faculty members. -- Orientation programme is organized for the freshers to make them aware about curricular, co-curricular, extra-curricular activities, examination pattern of semester system....etc - Various departments invite experts and arrange lectures of related subjects. - ICT : the faculty make use ICT also, Online lectures were introduced through various platforms like Microsoft Teams, Google Meet, Zoom ..etc.

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

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

The M.M.Chaudhari Arts College Rajendranagar is run by Vishwabharati Education Sansthan on its own campus. The managing trustees are very cooperative. The vision and mission and goals of the college point toward the concerns of the managing trustees and their endeavours for the empowerment and upliftment of the students in the surrounding area. Principal and chairperson of IQAC is the major link to the management, academic and administrative. The IQAC of the college comprises several members as per the size of the staff and the norms of IQAC (NAAC). IQAC forms various committees to help in monitoring and facilitating several activities organized in the college. The college plans the policies in accordance with the rules of the UGC, the Government of Gujarat, and HNGU. The principal looks after the functioning of academic and administrative activities. All decisions are taken by the principal in coordination with the management, and the teaching and non-teaching staff. IQAC conducts internal assessments twice in a year to verify the effectiveness of quality measures. The I.Q.A.C plans yearly activity and programmes in accordance with academic calendar of the affiliated H.N.G. University. HODS of each subject allocate various papers and subject to their colleagues. Time -table is prepared and followed. examinations.

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

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	E. None of the above
---------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------

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

6.3 - Faculty Empowerment Strategies

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

12 days of casual leave is available to the teaching staff, 15 days Casual leave is available for non-teaching staff. The non-teaching staff can avail 30 days of Earned Leave per year. 20 half pay leave of ten days leave can be commuted every year by every employee. Lady teachers can avail six months Maternity Leave. Male teachers can avail Paternity Leave for 15 days. All the staff members can get duty leave to attend Seminars/ Workshops and various Training Programmers/ Orientation/ Refreshers/ Examination duties, as per the Government rules. Graduaties, pension and other such Government welfare schemes are given to the staff.

Computer and library facility is provided to teachers for research work. Grievance Redressal Cell takes care of the complaints of the students as well as staff. Prevention of Sexual Harassment cell for women is formed.

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

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

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

0

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

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

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

0

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

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

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

year	
15	
File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File
6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff	
<p>As per UGC regulation 2010, It is mandatory for all faculty to prepare performance based appraisal in the prescribed format for career advancement. Promotions are based on the prevalent rules of UGC career advancement scheme by the appraisal parameters. Institution has formed self-appraisal form for the Teaching staff. It includes participation in academic, co-curricular, extra-curricular, various bodies, administration, research and publication. The self-appraisal form includes lectures, examination duties, participation in seminars, training workshops, publication of research articles, research work, extracurricular activities, preparing results ... etc. Students feedback on teachers are arranged and collected. Management meeting with Principal and staff-members for evaluation of yearly activity. Timely activities and programmes of various committees. For non-teaching staff CCC computer examination is compulsory.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
6.4 - Financial Management and Resource Mobilization	

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

The Institution has established a mechanism for conducting Internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted by the internal financial committee of the institution yearly which is appointed by the management. The report of the internal audit is submitted to the management through the principal. The external audit is carried out by the Government of Higher Education, Gujarat. The accountant and the principal jointly scrutinize and verify the financial data on daily bases. They follow the directions from the Higher Education Department and external Chartered Accountant for internal audit. At the end of every Financial year, annual financial receipts and expenditures are prepared and sent to the authorities in the Department of Education. The external audit is conducted once a year by the external agency that comes from the Commissioner of higher education, Gandhinagar. Both internal and external audit includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges, etc., and nonrecurring expenses like lab equipment purchases, furniture, and other development expenses. The audit wing of the government visits and inspects all the files relating to financial matters of various schemes that the college avails.

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

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

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

0

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

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

The college has various committees. The principal, coordinators of various committees, Senior clerk, and a member of the management monitors the mobilization of funds and ensures that the funds are spent for the purpose for which they have been allocated. However, to ensure the optimum utilization of resources, the Principal issues directions. Sources of funds are as follows:

1. Fees charged as per the university and government norms from students of various granted and self-financed programmes.
 2. Scholarship from state government directly deposited in students' Bank Accounts by the Government
 3. University fund for NSS
 4. Salary grant from state government - The College receives a salary grant from the State Government. For this, we prepare and send an annual budget of the estimated salary grant required to the state government.
- This grant includes salaries of the Full-Time Permanent teachers, nonteaching and part-time permanent teachers working on granted posts.
5. Finishing School Training Grant from Knowledge Consortium of Gujarat.
 6. Financial assistance from management is used for the salary of self-financed teachers, telephone bills, electricity bills, travelling, postage, sanitation water Supply, advertisement, maintenance of furniture, equipment, etc.

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

6.5 - Internal Quality Assurance System

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

The institute attempts to focus on imparting quality education, through its innovative, comprehensive, and flexible education policy. The Internal Quality Assurance Cell actively monitors and suggests improvement measures regarding curricular and cocurricular aspects. The IQAC has immensely contributed to the implementation of quality assurance strategies at all levels. Apart from general meetings thrice a year, the Staff members of IQAC regularly meet and discuss improvement measures with the principal once a month also. The Institute Annual Quality Assurance Report is sent to NAAC on regular basis. Self-Appraisal System provides the upgradation of the teaching and non-teaching staff. Action Taken Reports of the meetings and work done are prepared and uploaded on the college website regularly. The IQAC plans to organize and execute the necessary steps that include the key performance indicators. Efforts of IQAC lead to the successful implementation and function of modern technology in administrative, library, and teaching-learning. Automation of admission, financial, and examination processes, upgradation of Wi-Fi and LAN facilities, significantly contributes to enhancing the quality of the teaching-learning.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC regularly evaluates the teaching-learning process and

takes action to raise its quality. The Academic Calendar is created in advance and displayed in the staff room, principal's cabin and on the students' noticeboard. Exam schedules, summer, winter, and midterm breaks, admission to various programmes, and result announcements are all announced via notices and WhatsApp also. All new entrants have to participate in the orientation programme, where they learn about the programme outcomes, course outcomes, course-specific outcomes, the mission, vision, and goals, and the teaching-learning process. They are also made aware of the system of continuous evaluation, the core compulsory courses, various cocurricular activities, and the discipline and culture of the institution through this orientation programme. Before the semester begins, students are informed of the timetable, programme structure, and course syllabi. Most of the important announcements are delivered at the morning assembly. The head of departments and students' representative keep an eye on students' behaviour in class and attendance.

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

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

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

a. **Safety and security:** The college is equipped with CCTV cameras that covered each and every corner of the campus including all classes. Separate Boys and Girls toilet facility, separate drinking water facility is provided.

b. **Counseling:** The system of Mentor and Mentee is a great support to counsel the girl students.

c. **Common Rooms:** There is a separate Girls room is provided for girl students where girl students can relax, study, and enjoy informal discussions in their free time. Girl Students can use this room according to their need and requirements. It is equipped with necessary furniture and toilet facility.

d. **Any other relevant information:**

The institute also organizes various Safety, security, and

Counseling development programmes to provide physical and mental strength and to increase empowerment and awareness among the students.

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

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

D. Any 1 of the above

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

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

Waste management: (Dry and Wet waste management):

The Institution implements solid waste management by enforcing the waste segregating rules. Dustbins are placed in every classroom, library, office, canteen, and different locations in the campus. All waste collected from the campus is segregated at source as dry and wet and disposed of in a proper manner adopting reusing procedure or giving it to the bio-fertilizer producing unit.

Liquid waste management:

The institution has liquid waste in form of water only as there is no chemical or any other liquid is used for practical's or so. For liquid waste management, the institution has recharging

well that help uplift the water level of the area

Biomedical waste management: NA

E-waste management:

The Institution has undertaken a number of E-waste management initiatives with the objective of creating an eco-friendly environment in the campus. E-waste such as computers and its peripherals are upgraded regularly by proper agencies.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**

C. Any 2 of the above

4. Ban on use of Plastic	
5. landscaping with trees and plants	
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	E. None of the above

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

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

The institution organizes programmes for the students to enhance the inclusive environment to inculcate tolerance and harmony, unity and brotherhood towards cultural, regional, communal and socio-economic. Each and every are treated equally without any bias and prejudice. The festivals and rituals of all community

1.Cultural Programmes:

Every year various cultural programmes arranged.

Patriotic song, Folk song, Mime, Folk-Dance, Ras-Garba, Mono Dance, Essay writing, Elocution etc. programmes arranged. Various themes are given like Folk theme, Green Environment, The students take part in various activities with equal opportunities. Boys and Girls take part with equal opportunity. s. Religious harmony also developed. Diversity regarding Social, Religious,

Various activities are done directly and indirectly involving students of all community to spread feelings of peace and harmony.

Various social and cultural programmes are done to develop inclusive environment for the students and local people.

Grievances Redressal Cell is also constituted to address the grievances among students to maintain harmony in the college.

Republic and Independent Day are celebrated with the spirit of nationalism and patriotism. Social and cultural activities are celebrated by NSS, cultural Activity Cell to promote national harmony and unity.

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

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

Discipline is well maintained in the class-rooms and campus by the students. Students seek permission in class if a teacher is present in the class. Self-learning and copy free atmosphere is created. Mobile is strictly prohibited during examination. Staff - Supervisors do not use mobile - phones during supervision. After completion of any class or programmes, girl students exits first and boy students exits next. So mutual respect is created among girl students and boy students. Sitting arrangement of girl students and boy students are separate. Teaching is value added with examples. Morning Prayer is a part of daily practice. Celebration of Independence Day and Republic Day cultivate patriotic value. National Anthem is sung and salute to National Flag is given. Local Leaders, officials are invited as Chief -Guests. They give inspirational speech.

Various days are celebrated like, Vivekananda Jayanti, Spiritual Leaders, Literary persons. Uma Shankar Jayanti, Panna Lal Jayanti, History Day, Above celebration inculcate patriotism, struggle for truth, spiritual value, bravery, and literary sense, rich tradition, culture and heritage of country. Tree plantation creates awareness of green earth and ecofriendly culture. Cleanliness drive, Voter Day creates awareness in students. Dignity of women / girls and gender

equality, respect for girl students inculcated in students. So, there is no issue of girl harassment till date - in the campus.

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

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

E. None of the above

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

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

WORLD AIDS DAY (1st December): is the message about healthy living and the dangers of this deadly disease are conveyed to the society.

SARDAR PATEL JAYANTI (31st October) - It is celebrated as "National Unity Day".

HINDI DAY (14th September): is celebrated in India to commemorate the date 14 September, 1949 on which a compromise was reached- during the drafting of the constitution of India.

VIVEKANAND JAYANTI (12th January): This day is also celebrated as "National Youth Day" to commemorate the birth anniversary of Swami Vivekananda.

INTERNATIONAL WOMEN'S DAY (8th March): This day is celebrated on 8th March every year to make the students aware of women's rights.

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

7.2 - Best Practices

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

Best Practice:

Title: Students Served as Corona Warriors

Objective: To serve society during Covid-19 Pandemic through Students and volunteers.

The Context:

1. Work with Police Department:

To maintain rules and orders during

Covid-19 Pandemic, Police Department requires some man force as volunteers to work with Police force as volunteers, to maintain law and order during lockdown. According to Act -144 people cannot go out from home without permission. Local Police Department, Vadali required some volunteers. Nine NCC boy cadets voluntarily and with the consent of their parents joined and served with Police Department. They followed the instructions of the Police office and strictly worked accordingly. This way NCC boy cadets worked as Corona Warriors.

4) Evidence of Success:

The institution inculcates

values in students. Students accepted to serve during Covid-19 Pandemic with Health Department, Police Department

These activities were very inevitable and serving for

society to prevent from Covid- 19 infection. Above activities was Life- Saving activities. Students served were actively and enthusiastically.

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

7.3 - Institutional Distinctiveness

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

Title: Teaching-Learnig through Online Platform The college was established in June 1996 with Arts faculty offering 5 main subjects Gujarati, Sanskrit,History,English and Hindi

Rajendranagar is a rural and interior place situated in a backward district Sabarkantha. The primary mission of the management 'Vishwabhararti Education Sansthan' is to provide higher education to the rural, interior and backward caste students; boys and girls. Mission to develop their overall personality and character to serve society and nation.

Discussion is made, suggestions are welcomed. They provide guidance. They also ask about requirements. They put emphasis on quality improvement in all aspects of education.

Principal is an administrative head. Teaching- Non teaching staff works under vision of principal. Various committees are formed to allocate work. Faculty is Placed as In- Charge, students' representatives are part of many committees.

The year 2020-21 was a year of covid-19 Pandemic. The college was opened and closed frequently due to Lock-down. The government declared various guidelines of lockdown, work from home, SOP, maintaining social distancing from time to time. So students could not come to college, Teachers could work from home, work from campus. Students could not be allowed in the classrooms. IQAC committees held a meeting with faculty. The agenda was to continue education of the students. The IQAC allocated work to the faculty to implement online education.

Registration of students in Microsoft teams Platform.

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

7.3.2 - Plan of action for the next academic year

To form an Academic calendar

To prepare and submit AQAR 2020-21

Formation of different committees and work allocation.

To organize various extension activities through NSS/NCC units

To organize women empowerment programmes

To Make use of online platform for Teaching-learning, study material, syllabus, Guidance.

To evaluate continuously academic performance of students.

To organize various extension activities online/offline.

Corona awareness orientation

To attend online short-term course, webinars.

To organize online quiz

To orient students regarding SOP by the government.

Online feedback system for students and other stakeholders.

Increase Certificate/Diploma Courses to provide additional employable knowledge.

To increase research and publication in UGC-approved journals.