YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	KANKREJ TALUKA KELVANI MANDAL MANAGED SHRI SEVANTILAL AMRUTLAL SURANI VIDYA SANKUL SMT.KANTABEN KIRTILAL SHAH ARTS AND SMT.LILAVATIBEN BAPULAL GUNJARIYA COMMERCE COLLEGE, THARA
• Name of the Head of the institution	DR.DINESHKUMAR SAGARDAN CHARAN
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02747222156
• Mobile no	9428672581
• Registered e-mail	kacc_thara@yahoo.com
• Alternate e-mail	dscharan21@gmail.com
• Address	NEAR INDIRA NAGAR, AT-THARA,TA-KANKREJ,DIST-BANASKANTHA
• City/Town	THARA
• State/UT	GUJARAT
• Pin Code	385555
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education

• Location	**Rural**
• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**HEMCHANDRACHARYA NORTH GUJARAT UNIVERSITY-PATAN**
• Name of the IQAC Coordinator	**MR.HEMANGBHAI N PARMAR**
• Phone No.	**02747222156**
• Alternate phone No.	**9428672581**
• Mobile	**9427844885**
• IQAC e-mail address	**hemang.nagardas.parmar@gmail.com**
• Alternate Email address	**kacc_thara@yahoo.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://sasv.org/calender#accordion2021-22

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.81**	**2022**	**15/03/2022**	**14/03/2027**

6.Date of Establishment of IQAC	**02/07/2018**

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
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**

• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**2**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)
Participation in the International and National Event
All the departments and Staff members are motivated to participate and organize workshop, Seminar and conferences on current issues.
Suggestions made for the improvement in the infrastructure as per the requirement.
As per the regional needs the proposals for new courses.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To organise seminar, webinar, workshops and conferences in the institute.	College has organized workshop and Seminar on different themes.
To request Gujarat Sahitya Acadami to conduct webinar in sanskrit subject.	College has organized Sanskrit Webinar
To conduct faculty exchange and student exchange programmes.	College has MoU with different educational institute for faculty and student exchange. Total 21 activities are organized during the year.
To organize programmes for the neighborhood community.	College has organized different programmes for the neighborhood community.
To participate and organise in the State, National and International Sports Level,NSS Level NCC Level Competitions.	During Academic year 2021-22 NSS Volunteer Participate International Youth Festival Programme
To organize field visit / project work for the experiential learning of the students	College has organized field visit / project work for the experiential learning of the students.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	09/02/2022

15.Multidisciplinary / interdisciplinary

Our College is affiliated to H.N.G.University, Patan Our University adopted CBCS Pattern from Academic year 2011-12 recommended by U.G.C. Our University Offers Several Courses of interdisciplinary Subjects like Indian epic tradition, sports& practice Disaster Management,Nation building ideas of gandhi sardar & swami vivekanand Indian history, Personality development in the faculty of Arts. We Offer Fundamental of Entrepreneurship, Environmental Studies, Disaster Management General Khowledge (Gujarat & India) Level in the Faculty of Commerce. The Cafetaria approch in educationa at insritutions is modern approach. Our University is likely to implement NEP 2020 and will offer multidisciplinary courses. As per the regulations and guidelines by our university we will offer the same for our students.

16.Academic bank of credits (ABC):

As per the National Education Policy 2020, University is planning to adopt Academic bank of Credit (ABC) at earliest to facilitate academic mobility of students. Our institute will follow the Same policy guidelines for the appropriate credit transfer.The institute will appoint a faculty member as Nodal officer for the execution of guidelines given by the university.

17.Skill development:

The institute has adopted a policy to run skill development programmes for the overall development to mitigate the requirement of 21st century skills in the society. Our institute was running Career/Skill Oriented Courses like Youth Cooperative Course, Sanskrit Sambhashan,and English communication (Scope) and personality Development. These skill based courses were successfully completed. Department of Sanskrit organized the Sanskrit Sambhashan course as a skill development programme. Department of Economics organized The Youth Cooperative Course in collaboration with Bansakantha District Co Operative Union, Palanpur. institute has completed the following skill development programmes.

Our Instituion also organized fieldwork, project work, extension activities, concerns for social issues, vocational and skill development courses, sports activities and competitions etc. The institute conducts workshop/seminars on regular basis. Teachers and students participate in seminars and research activities. Soft Skill development activies are also organized.

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

The institute actively engaged in spreading the rich heritage of our country and traditional knowledge in the fields of arts, literature and culture. We use English as an international language, Hindi as the national language and Gujarati as a state / regional language in our Institution. We specialize in Gujarati, and English literature. All the Humanity subjects are taught in bilingual mode i.e Gujarati, Hindi and English. To preserve and spread Indian culture and tradition we organized various activities such as traditional day celebrations, Mehandi, Rangoli, Dance, Singing, and Various festivals and Gujarati Bhasha Savardhan etc. We inculcate Indian culture and values through the participation of students in university level youth festivals.

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

Our institute has adopted the CBCS pattern of Hemchandracharya North Gujarat University ,Patan since 2011-12 .As per CBCS guidelines, the university reconstructed the syllabus of all the programmes. In restructured programmes university included the outcomes in the form of objectives of the courses and programmes. We discuss with the student regarding the course and program outcomes at the end of the academic year. We verify these outcomes by various attainment methods.

20.Distance education/online education:

Distance education, or distance learning, is a field of education that focuses on pedagogy, technology, and learning systems that aim to provide education to students who are not physically present at The Distance Education system came into existence with the objective of bringing students who are far away from the education, students who are employed, women who are housewives or students who are employed in the Indian Army who are not able to pursue traditional education. This education system allows such students to find convenient time to study without interfering with their already busy schedule. One can study after work, in the middle of the night or during weekends. Learning materials and instruction can actually be obtained online/Offline at any time. Realizing the need of the time, our institution also started B.A.,B.Com,CCC,CCAW,CCCD,CTE. as study center through Baba Shaheb Open University (BAOU), Ahemdabad since 2008. Undergraduate education is provided to the students of B.A., B.Com. through this study center.

Extended Profile

1.Programme

1.1	277

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

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**2115**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**671**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**451**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**12**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**21**

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**17**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**44.33425**
4.3 Total number of computers on campus for academic purposes	**26**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College, affiliated to Hemchandracharya North Gujarat University, Patan, ensures effective curriculum delivery through a well-planned and documented process. The College strictly adheres to the academic calendar which comprising of various activities to be undertaken throughout the year. In the departmental meetings of the HODs with the teachers, they distribute copies of the departmental and individual time-tables to the faculties.The academic diary has the record of daily teaching with all the details. The diary is verified and signed by the Head of Department and the Principal. For effective curriculum delivery, the College organizes academic tours and field visits for the benefit of students. It is organized for the experiential learning of the students of the college.

Each department invites and arranges guest lectures of experts. The lectures are based on curriculum. The Department of Sanskrit organises the course of Sanskrit Sambhasan for a friendly acquaintance with this classical language. The College takes feedback from the students, teachers and Alumni in manual format. Most of the teachers use ICT through different means for effective curriculum delivery in the class. Tablets and wifi facility is

provided in the campus.

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 college begins its session of teaching after it receives the academic calendar of the University at the beginning of the academic year. On the basis of this calendar, the college prepares its own academic calendar. This calendar includes the probable dates of academic sessions of different semesters, tentative schedule of examinations, Annual function of the college, list of holidays, various activities to be held during the year, celebration of Cultural Programmes, celebration of Teacher's Day, Yoga Day, NSS Camp and any other activity that is of prime importance.

The Principal conducts meeting with the HoDs and Staff regarding smooth implementation of the academic calendar. The Heads of the departments convene the information of the meeting with their respective faculty members for the effective implementation of the academic calendar.

The Evaluation methods are communicated to the students at the beginning of the academic year. The information consisting of (1) The scheme of marks regarding the University exam and the internal exam is conveyed to the students. (2) The details of the curriculum including theory and the weightage of each unit are given to the students.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://sasv.org/calender#accordion2021-22

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 B. Any 3 of the above

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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

9

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
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)

2

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

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

87

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

1.3 - Curriculum Enrichment

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

Our college provides co-education. Both girls and boys are given equal opportunities to participate in different academic activities. For main streaming cross cutting issues, the core courses have been adopted in such a way that, they have positive effects on gender, environment and sustainability, human values and professional ethics.

Gender

- **The college active Mahila Cell carries out the activities with female students at centre. Trainings like Mahendi, beauty parlor, chocolate making, glass painting, etc.**
- **A sanitary pad vending machine is installed at the Girls' room.**
- **With Anti-ragging Cell and Grievance Redressal Cell for all, the college has Anti Sexual Harassment Cell**

Environment and Sustainability

- **A tree-plantation programme is a routine activity every year by NSS and NCC units of the college.**

- **Volunteers of NSS unit exhibit a noticeable commitment during their one week camp in any neighbouring village by their cleanliness drive, No Plastic Move etc.**

Human Values and Professional Ethics

- **Our college holds a programme of distributing clothes and blankets to the slum dwellers and school kits to the children of the poor.**
- **Our college has made "Wall of Humanity" outside the campus where one can donate old clothes and any poor or needy can take it from there.**

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

2

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Institutional Data in Prescribed Format	[View File](#)

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

50

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://sasv.org/feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sasv.org/feedback

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 students admitted during the year

907

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

846

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

2.2 - Catering to Student Diversity

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

The students are given a chance to freely keep their views and reason of selection of their course. Advanced and slow learners are identified from the merit list and classroom interactions of the faculties with the students. The teachers identify the advanced learners by merit of the previous year examinations. Teacher has a group discussion with the students to recollect their education level and thereby plan a strategy to deal with the different abilities of students.

Despite having less staff the institution tries to provide the facility of mentoring system. Student centered methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. The College integrates the learner centered method of education. Independent learning is encouraged through oral questioning, class tests, library referencing, assignments, presentations, competitions etc.

Since last fiveyears, Govt. of Gujarat provided a Tablet to each students of the college who take admission in the first year. The students who excel in academic and extracurricular activities are facilitated by the Institution on Annual Day.

The Head, along with other faculty members of the department plan a strategy to deal with the slow learners, economically weaker students and physically challenged students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

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

Number of Students	Number of Teachers
2115	12

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

In order to enrich the teaching-learning process, the institute encourages various innovative methodologies.Syllabus oriented guest lectures are organized in which students are benefitted. To cultivate the habit of academic writing, the students are given assignments to be written at length in depth. The lectures on Cooperative sectors are organized by the department of Economics. Village surveys are conducted from students by the economics department for their experiential learning. Digital Education Learning Language Lab proves a great help for the experimental learning regarding English. The students are encouraged to participate in Youth festival, Sports meet, Khel Maha Kumbh, Youth Leadership Camp, Pre- RD Parade etc. To create awareness of social responsibility among the students various programmes such as cleanliness campaign, 'Beti Bachao, Beti Padhao' progrmme for positive attitude towards girls, voter's awareness campaign, are organized for gaining awareness through NSS and NCC units. To improve the teaching learning process the IQAC encourages and guides the faculty members about the use of ICT and other multimedia sources. The annual magazine of the college provides platform for the students to express their hidden talent.The students are motivated to actively participate in Seminars and conferences

organised at college as well as outside.

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 College has adopted following steps for innovation and creativity in teaching learning process:

- **English Language Lab. with Multimedia projector, has been established in the college to enhance the communication skills and soft-skills of the students.**
- **The faculties use innovative teaching methods such as use of ICT, PPT presentation, use screening educational movies, syllabus-based movies and short documentary films etc.**
- **The college is covered with the facility of Wi-Fi under the scheme of NAMO by Govt. of Gujarat. An easy access to free Wi-Fi facility makes teaching and learning process quite innovative and creative.**
- **The college became instrumental in distribution of tablets to the new entrants by the government. This provides them easy excess to the vast world of knowledge.**
- **The College Central Library provides N-List facility through which one can access e-books, ejournals, any material required for syllabus content.**
- **Teaching through PPT in combination with internet has made teaching and learning enjoyable.**
- **Moreover, the College has organized computer training programmes for staff in general.**

Thus, the faculty members have adopted innovation and creativity in teaching - learning process with the help of above mentioned facilities.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

12

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

12

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

6

File Description	Documents
Any additional information	View File
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

12

File Description	Documents
Any additional information	View File
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.

. As per the examination system of our Hemchandracharya North Gujarat University, Patan, the valuation of students at any level in Bachelor of Arts & Commerce is done on 30:70 scheme. 30% weightage of the result is given to internal exams. The students are supposed to appear for University Exam for the remaining 70% of marks. The 30% share of the Internal Examination is divided as per the table presented here under:

Internal Examination

University Examination

Preliminary Exam (Traditional)

Assignments/

UnitTests/Seminars/

Presentation

Final Exam

20

10

70

The mechanism of internal assessment is totally transparent and robust in our college. The Heads of different departments, on the instruction of the Principal and Examination Committee, issue responsibility of drawing question papers to their respective faculties. This process is kept confidential not only from the students but also from other faculty members as well.

The chart of invigilators is displayed in the staff room one day before examination. Examination committee, consisting of senior faculty members, performs the duty ofsenior supervisorto control malpractices. All the classes and lobbies are always under surveillance of the watchful eyes of CCTV cameras.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

At college level, as far as the grievances related to internal evaluation are concerned, students can approach the Examination Committee who attend to the problem and reach a solution. If a student raises a query, it is addressed in the most efficient manner. The Examination Committee hears him/her out and tries to resolve the matter with the help of teachers concerned.

If there is any grievance of the student about the subject-change,

it is immediately brought to the notice of the university and it is solved. There is an efficient mechanism to deal with examination related grievances.During the examinations, the other persons who are not related to the examinations are not allowed to enter the college campus. Prevention of malpractices in examination halls is ensured by the vigilance of internal squad and surveillance of CCTV system. For the smooth functioning of the examinations, the Examination Committee keeps keen watch on every issue related to the examinations. If there is any change in the time-table of examinations, it is immediately communicated to the students and the teachers. All the records of internal evaluation and answer books are kept safe in examination strong room.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes for all programmes offered by the institution are clearly stated and displayed on the institutional website. The teachers also inform the students about the learning outcomes of each course.

Our College offers Undergraduate as well as Postgraduate programmes under the Faculties of Arts & Commerce and many certificate courses and value added courses.

- The BOS of affiliating university prepares the syllabus of each course of the subject. Syllabus of each course communicated to colleges and also available on the University website.
- Starting of academic year HOD of each department arrange a departmental meeting regarding the Distribution of Syllabus to all faculty members. The department prepares Programme Outcomes(POs), Programmes Specific Outcomes (PSOs) and Course Outcomes(Cos). The POs, PSOs and COs and link of the syllabus of each programme and course are displaying on College website

and hence the students can access any time online.

- At the induction programme of new entrants in the college along with the Principal and other educationists, talks about the programme outcomes and briefs the students about each activity of the college which provide the students a glance on all the factors of COs and POs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

- The college has a mechanism to calculate the attainment of POs, PSOs and COs at the end of the year. At the end of the analysis of the attainment, the suggestions and recommendations of corrective measures towards the improvement of programme outcomes are communicated to the faculty and even the university through BoS and AC members.

- In direct assessment, the course outcome is assessed through internal examinations and a final examination at the end of the semester.
- Various Co-curricular activities such as seminars, workshops, assignments, etc. are also useful for the attainment of POs and COs.

- The indirect method of assessment is done through feedback collected from the outgoing students at the end of the course.
- This feedback serves as the genuine opinion of the students in the CO attainment. The

CO attainment further contributes for the PO attainment.

Advantages

- The suggestions and recommendations regarding corrective measures towards the improvement of programme outcomes are communicated to the University through board meetings.
- Proportional weightage is given to every portion in a paper as the questions asked in internal exams and assignments are mostly aligned with Course Outcome of the respective subject.

File Description	Documents
Upload any additional information	View File
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

441

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	View File
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://docs.google.com/forms/d/1bTxhLCOLwlxDVcrIVvbwt45OnK-y6YeIosCVLoX55Fk/viewanalytics

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)

0.65

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

4

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

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://gujaratsahityaacademy.com/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institution has constituted a Research Committee to promote, facilitate and monitor research activities in the College and to provide an atmosphere that is creative, innovative, progressive and encouraging to research, innovation and creation. The teaching staff regularly participate in National/International seminars/workshops, conferences and also publish their articles and books.

Initiatives taken for creation and transfer of knowledge in the institution.

- The institute encourages the faculties for attending seminars/workshops
- The institute provides financial support to attend seminar/conferences/workshops to the teachers.

To let easy progress and implementation of research project following steps are taken:

- Due independence is given to the teachers doing research work.
- Due efforts are made to make available all related theses and research work.
- Resources like computer, internet, Journals, e-material, seating space etc., are provided for research work.
- Teachers can make use of e-content with their account in N-List and National Digital Library.
- Seminars/workshop and expert lectures are organized to involve them in these activities positively. Students are encouraged to participate in the seminars which are organized

The college grants duty leave to the faculty to participate in orientation course, Refresher course and short term training programmes organized all over India.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

8

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

12

File Description	Documents
URL to the research page on HEI website	https://sasv.org/esearchiprcell
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

2

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

1

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - 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 plans and organizes its extension and outreach programmes in the beginning of the year. The N.S.S wing of the college along with N.C.C., CWDC play a leading role in celebrating various Days and activities of social welfare.

The college students with N.S.S and N.C.C units perform various activities throughout the year. The college organizes Blood Donation Camp and Thalassemia Test of the first year B.A. /B.Com. students every year in collaboration with agencies like Indian Red Cross Society, Rotary Club. These activities develop a sense of commitment among the students. Blanket distribution programme is organized among the neighborhood community every year .

Different rallies are organized to spread awareness among the people about the environment conservation, save girl educate girl (Beti bachao, beti padhao), AIDS awareness, no use of plastic, and awareness about road accident, save tree save water, and awareness about voting.

We celebrate different Days like World Yoga Day, AIDS Day, Constitutional Day, Internationan Women Day and many more. An elocution, essay and quiz competition is held on different subjects. Through the speech of well known doctor students get awareness about the misconception of AIDS, and the precautions and measures for the disease.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

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

11

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

3.4.3 - 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

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

24

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1635

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

21

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

16

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The classrooms of the college are airy, clean and equipped with good benches, fans, LED lights and green boards. The Classrooms are well ventilated and eco friendly

- Total Campus area of Institution is (20234 sqm) acres
- The College has (16) rooms in all. There are (7) classrooms out of (16) with ICT enabled equipments. There is a Seminar Hall with a capacity of 200 people alsocomputer Degital English Language Lab.
- The total built up of library and reading room is 1540 Sq. feet with internet accessibility. The College has provided N-List facility for all the students and teachers. The college has purchased SOUL software from INFLIBNET for library.
- The College has computers, LCD Projectors, Speakers, sound system, audio video aids, microphones, scanners, (printers plus Xerox, printers Xerox machines, inverter, pen drives, USB external hard disk, Web Camera, Digital camera and CCTV cameras.
- NSS room, NCC room, ladies' room, Examination room, CWDC room, sanitary pad vending machine, DELL lab
- Wi-Fi facility
- 1 unit of RO Plant and mineral water plant
- CCTV Cameras

The college has a seminar hall with LCD projector, Audio Visual
equipments for conducting Extension Lectures, Staff Meetings, and
Literary programs and other competitions.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sasv.org/pdf/naac/Criterion4/4.1.1/411.pdf

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

Besides providing academic facilities to the students' the
institution also provides adequate facilities for sports and
cultural activities. The details are as below:

Sports

The college provides excellent support and coaching facilities by
the Physical Director for indoor and outdoor games.

Yoga Centre:

The college has a big open theatre having 1200 seating capacity
inside the college campus. In our college, we offer training to the
students for the Yoga exercise every year on World Yoga day.

Cultural Activities:

For the immense development of students and to increase their
inherent talent the college offers

cultural activities and Saptdhara activities. It has got all the
facilities required to organize a cultural programme, Annual
function, talent event, Induction programme, Farewell programme or
any other programme of the college. Moreover the college has
purchased several musical instruments which are used at the function
of the college.

Primary Health Centre:

The college has Primary health center with all the adequate facilities regarding primary health checkup.

NSS/NCC

The NSS and NCC wings of the college are the most prominent segments of the college. A special cabins for NSS and NCC activities are allotted by the institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sasv.org/pdf/naac/Criterion4/4.1.2/412.pdf

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

8

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sasv.org/pdf/naac/Criterion4/4.1.3/413.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1.90940

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 total carpet-area of the library of the institution is 1540 sq. ft. areas. Our College has a well-furnished partially automated library with separate reading facility for the Boys and Girls. The Library has wide repository of books, journals, CDs, News Papers, E Resources, Previous years question papers etc. Since many years, the library has BSNL Wi-Fi Facility. In the Library Notice Board various information are displayed on the Notice Board of the Library. Only Two books are issued by the Library for duration of fifteen days for those students who become a member of Library. Scholar students are provided books without any charge. Specialized Services are provided by the Library which includes information Deployment and notification, Photocopying facility, Extended Hours of reading and Extension Activities. Special Section of Books is earmarked for NET Coaching, Career Guidance and the Library holds books and journals related to career guidance and competitive exams. The Library also supports the students to face various competitive examinations with confidence.

The College has provided N-List facility for the students and teachers. The college has purchased SOUL software from INFLIBNET for library. OPAC system is also made available in the central library.

File Description	Documents
Upload any additional information	[View File](#)
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-   **B. Any 3 of the above**

books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.57.241

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
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

37

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

4.3 - IT Infrastructure

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

In our College, we have the facilities like computers, printers. scanners NAMO Wi-Fi, LCD Projectors, CC TV Cameras, and Laptops. The details of which are stated below:

Details about IT facilities:

- The institution has (38) computers with internet access and (03) laptops. The college regularly undertakes to update the computers with latest antivirus soft wares.
- The institution has total (03) printers and (4) Printer + Scanner (1) Scanner+ colour printer and (1) Canon Scanner
- Wi-Fi facility is available in the campus.
- The college has 8 Multi-media projectors.
- Every Department has at least one class room furnished with Multi-media projector to enable teachers and students to switch over to IT supported teaching-learning methods.
- Membership with INFLIBNET N-list to access e-resources.
- Lane- facility is available for (35) computers.
- System for bulk SMS is available.
- The campus is under CCTV surveillance with (64) cameras to upgrade the IT facility .
- The students are distributed tablets under the scheme of NAMO E-tablet by Govt. of Gujarat.
- The central Library of the college is partially computerized.
- The institution has made an agreement with Sun Infotech and Lucky Enterprise for the maintenance of the ICT devices.
- The Institution has its own college App.

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

4.3.2 - Number of Computers

26

File Description	Documents
Upload any additional information	[View File]
List of Computers	[View File]

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

Institution

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

7.5

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.

The Governing Body takes direct initiative in the maintenance and upkeep of infrastructure and support facilities in consultation with the Principal and the IQAC. The custodians of the equipments frequently examine them for timely maintenance and repairs to ensure performance and accuracy.

Class Room

The Principal, the IQAC and faculties of discipline committee oversee the maintenance of the classroom equipments.

Cleanliness:

08-04-2024 09:48:37

All the classrooms, offices of the principal and non-teaching staff, staff-room, library and reading room, girls' room, language and computer lab, management office, washrooms etc. are regularly cleaned by college peons.

Computers

The college does not have a duly appointed System Administrator to oversee the maintenance of the Computer Systems but there are two people from Non-teaching staff and two from teaching staff who oversee the maintenance of computers in the college.

Sports Facilities

Every year new equipments are purchased by the College from students' sports fee. . Physical Director and Sports Committee monitor the maintenance of Sports Facilities.

Language Lab /BISAG

Students can avail Language Lab facilities on rotation basis.

Library

Library facilities are open to the students of not only our college but also students and researchers of other institutes and even general reading public.

File Description	Documents
Upload any additional information	[View File](#)
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

1567

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

37

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	[View File](#)
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

1196

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

1196

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

6

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

137

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

6

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

4

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)

The student representatives in various college-committees for academic, co-curricular and extension activities play a vital role in the coordination and cooperation in organizing these college

activities.

The major objectives are as under:

1.The Student Representatives play an important role in maintaining the code of conduct of the college and reporting any disciplinary issues to the committee members.

2.The Representatives help the class teacher in conducting class activities, assignments as well as attendance of students.

3.To provide an opportunity to develop the leadership skill.

Library Advisory Committee

The committee's major role is to upgrade the library facilities and to increase the utilization of library.

Cultural Committee

The committee organizes various cultural programmes like college Annual Function, cultural programmes, prparing students for participation in various competitions at University and State level.

National Service Scheme

NSS organizes all kind of social activities. NSS arranges annual NSS camp once in a year and adopts a village.

Discipline Committee:

The committee works for maintaining discipline and cleanliness on the campus premises, classrooms, staff room, furniture, washrooms etc.

CWDC Committee

CWDC Committee helps to organize various cultural, women empowerment programs and prepare girls students for participation in various Competition at University and State Levels.

Grievances Redressal Committee

The major aim of the committee is to function as a link between college administration, teachers and students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

366

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

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

The College has alumni association. They usually meet once a year and attend the general body meeting. The alumni association helps to develop a database of all the alumni with information about their employment, their employers and nature of their present work, contact addresses, phone numbers etc. Such information helps the present students to contact the alumni for suggestion. A number of our alumni have proved their merit in the respective fields of their career. We have not only academicians but also active businessman, politicians and social workers. The Alumni regularly take part in cultural and extension activities carried out by the college. They take part in the celebration of Independence Day and Republic Day enthusiastically. The Alumni Association guides the students about job prospects and eligibility criteria. The college keeps the database of the students who have passed out from the college. They

also helps to provide financial support to the institution.

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

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

File Description	Documents
Upload any additional information	View File

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

Our Vision: To be a unique institute with a pious aim of creating an educated generation with burning aspiration for social service and upliftment of the deprived and the backward.

Our Mission:

- To help and promote education by providing ample opportunities for students.
- Creating an ideal academic environment along with sports, cultural and social activities for the overall development of the students of the rural and backward area.

Goals and Objectives :

- To provide educational opportunities to students from all sections of society.
- To prepare the students for all-round development with diversified co-curricular and extra-curricular activities.
- To create awareness among students for technology, communicative, skill to meet the requirements of higher education and social causes.

The Vision, Mission and the Core values of the College is stated in the college Website, Brochure, on the Entrance of the College and

near the Library. The College makes all the effort to ensure the visibility and implacability of the Vision, Mission and Core values in all its facets of functioning.

The institution was established for the rural uplifment and spread the horizons of knowledge through education in the educationally deprived region of Gujarat.At the beginning of every academic year, the meeting of management and the principal takes place.

Various activities reflecting the Vision, Mission, Goals and Objectives of the college are carried out through different committees working under IQAC.

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.

We are glad to inform that there is a marvelous management team in our Institution.The Management monitors to promote and sustain quality. The Principal coordinates with teaching and non-teaching staff members and student body members for proper functioning of all academic affairs. The principal and the teaching staff members are given total academic freedom by the Management. At college level various committees have been constituted to plan and monitor the functioning of different departments and programmes. The faculty members participate in the decision making by providing suggestions. At all the stages of work, the faculty members impart their duty and do the work as per instruction imparted by the management and the authority. The decentralization of work is done based on the work efficiency in the staff.

The college delegates authority and provide operational autonomy to the departments of the institution and work towards decentralized governance system. As regards decision pertaining to the departments, the HoDs are given complete freedom. The pattern in which the course is to be completed; the teaching methods to be adopted, disciplinary action to be taken against the students of the respective departments, the HoDs are empowered to take decisions in their own way.

Co-curricular activities, Sports, Nss, Cultural activities etc. are coordinated almost autonomously by the faculty in charge under the direction of the Principal of the college.

Thus the whole process from decision making to execution is participatory and every stake holder enjoys a freedom to suggest, monitor, criticize and appreciate.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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

The college follows a policy of plan and work. The IQAC is constituted in our institution. This committee in consultation with the Principal, heads of various departments, and student representatives, plans and deploys various policies that improve the quality of academic and administrative functioning of the institution.

The budget of the institute is prepared at the beginning of the year. The principal, IQAC and various committees put their plans or proposals for programmes. And finally the principal approves the demands and proposals for various activities and programmes.

The feedback from Students also helps in improving the teaching learning experience. Regular visits of the Principal to the departments and interaction with heads of the departments help proper functioning of academic work. Heads of the departments monitor the system of each department regularly. The Principal of the institute is a liaison between the students and the Management. Infrastructure requirements for the institute are conveyed to the management and the Principal sees to it that they are fulfilled. Policies and plans are constituted, monitored and evaluated by IQAC, The Principal

The committees carry out the activities and at the end of the academic year; the conveners submit the reports of the work done to

the Principal. For academic matters, HODs are given full liberty to improve the academic level. Physical Director, Librarian, Programme officers of NSS, Officer of NCC and conveners of different committees are also independent to perform their duties

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
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 college strictly adheres to the norms of UGC, Hemchandracharya North Gujarat University and Gujarat Government in appointing faculty members as well as administrative staff. Promotions of faculty members are routinely carried out in due time as per the norms prescribed by UGC and adopted by the State government. The principal with OS of the college prepares the report of teachers whose promotions are due and forwards it to the University and Commissioner of Higher Education, Gujarat State for approval.

Principal holds the overall responsibility for smooth conduction of academics, managing the major administrative tasks, authorized signatory of financial matter and overall advancement of the college. Principal is assisted by IQAC coordinator, HODs, Office superintendent and Chairpersons of various committees for the smooth and effective functioning of the college. The IQAC, various academic, administrative and supporting committees viz. students council, admission, time table, examination, women empowerment & welfare, committee for SC/ ST, library advisory committee, cultural committee N.C.C., N.S.S. etc. are functioning in the college to execute the plans and policies.

The college has formed a Grievance Redressal Committee to look into the issues affecting the stakeholders. The students, teaching and non-teaching staff are free to approach to the Principal and grievance redressal cell for the redressal of grievances. Regular feedback is taken from the students, teachers and alumni. It is analyzed by the Feedback Committee and the report is submitted to

the Principal.

File Description	Documents
Paste link for additional information	https://sasv.org/pdf/naac/622.pdf
Link to Organogram of the institution webpage	https://sasv.org/pdf/naac/622.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The Welfare measures provided by the institute for teaching and non-teaching staff are as under:

- **There are 12 days of casual leave available to the teaching staff and 15 days for non-teaching staff.**
- **The non-teaching staff avails 30 days of Earned Leave every year. 20 half pay leave or ten days leave can be commuted every year by every employee.**
- **There is a provision to grant duty leaves to all the staff members to attend various Training Programmes/ Orientation/Refresher/ Workshop/Seminar/Examination duties as per the Government rules**
- **Lady teachers can claim six months' Maternity Leave as per**

Government rules

- Gratuities, Pension and all other such Government welfare schemes and measures are given to the staff
- First Aid Facility on the campus
- Mineral water plant and RO plant
- MoUs with leading hospital for prompt and free treatment at critical hours
- Additional Facility of library is provided to teachers conducting research
- Leave is granted to teachers to participate and present papers in seminars.
- The institution provides financial support to attend seminars, workshops and conferences to the staff members.
- Grievance Reddresal Cell takes care of the complaints of the students as well as staff.
- Free Wi-Fi facility throughout the college.
- The class IV employees get the benefit of uniform and washing allowance.
- Providing moral and emotional support for career advancement and personal growth.
- A one day staff trip with students annually to infuse team spirit and family gathering.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

14

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

17

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

1

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

Performance appraisal system for Teaching Staff

Teachers' Self-Appraisal Form

As per the rules of UGC, A permanent teacher has to furnish a data of his academic performance in a duly designed form by the authority known as the self-appraisal form.

Teacher's Diary

Every teacher in the college is provided with an academic diary at the beginning of the term. He has to keep records of his academic and other works in monthly basis.

The Results of Exams

On the basis of the statistics of the results of exams, the Principal tries to judge the performance of the teachers and discusses the matter with the concerned teacher personally.

The main parameters of performance appraisal for faculty consist of:

1. Punctuality

2. Innovative teaching methods

3. Completion of syllabus

4. Feedback

5. Attainment of higher qualifications

6. Continuous academic improvement

7. Participation in curricular, co-curricular & extracurricular activities.

8. Computer literacy and use of ICT.

9. Honesty, morality and Integrity.

NON-TEACHING STAFF

The performance of the non-teaching staff of the college is assessed by the management and the Principal. The principal and the management, on the basis of their ability, performance, discipline, punctuality and devotion to work assess their performance and suggest corrective measures if needed.

The parameters of performance appraisal system for non-teaching staff:

1. Punctuality

2. Ability

3. Discipline

4. Punctuality

5. Dependability

6. Integrity

7. Reliability

8. Technical skill enhancement

9. Vertical enhancement of qualifications

The Principal, based on all analysis, gives suggestions for improvement to non-teaching staff if find necessary.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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 College maintains utmost transparency in financial transactions and regularly undertakes Internal and External financial audits. It also maintains all the records in an efficient manner in Physical statements as well as computerized records.

- **The Internal Audit is carried out by the Principal, the accountant and the Office Superintendent of the college periodically.**

- **The External Audit is done by registered Chartered Accountant named Maheshbhai Vyas Chartered Accountants, Registration No.: (032247). Patan. Omissions or errors, if any, reported by the Chartered Accountant are corrected as per his directions and the final balance sheet report and certificate are issued by him.**
- **In case of grants sanctioned by Government, the audit is done by Government Auditor.**
- **If the funds are not utilized as per the guidelines of the funding agencies, the funds have to be repaid with interest.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

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)

655000

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

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

The principal is free to place any budgetary requirements during the whole financial year at any time before the trust. The Principal is given freedom to utilize funds for the welfare of the Institution. The college being a non-profit organization, generation of fund is a major challenge.

State Government :

1.Salary and maintenance grant is sanctioned by the higher education section of state

government.

2.For Saptdhara and Udisha fund is distributed by the KGC Gujarat.

3.For scholarships, after necessary application and form-filling process, fund is allotted by the state government.

Regarding various extension activities of NSS, after the proposal, a

grant is sanctioned by HNGU Patan per year.

A grant is acquired from the NCC Battalion every year as a part of washing and food allowance.

College Trust:

If the expenses exceed the income of the institution for educational and administrative activities, extra fund is provided by the Trust. Some amount from fees collected from self-financing courses and deposited in the College Account.

- Academic building is utilised for regular lectures, expert lectures, remedial classes, certificate and add-on courses, seminars and workshops etc during 08: 00 am to 01 : 00 pm but on special circumstances the building is utilised whole day and holidays as well.
- The building is used for the examination taken by state government.
- The sports ground is used by the students for the training of various sports from 5: 30 am to 1.00 pm. Likewise Other educational and social institutions may use the sports ground of the institution.

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 Internal Quality Assurance Cell (IQAC) is constituted of members as directed by the NAAC. The IQAC meets twice a year to make assessment of the existing policies regarding teaching-learning, infrastructure facilities, campus maintenance and other matters associated with the functioning of college. The suggestions received during the meeting are jotted down and action plan is designed to meet the requirements of the staff members and students.

IQAC has certain specific strategy to ensure institutional quality. The following best practices

institutionalized as part of IQAC initiative are:

(1) Teacher's Diary and

(2) Students oriented activities and Initiatives

(3) Feedback Response System

(4) College App

Individual Teacher Diary-

Every teacher has to maintain an individual Teacher's Diary to record the day to- day activities he/she is engaged in. It is a unique venture to document the working hours a teacher may spend on academic and non-academic matters. The Diary gives a holistic picture of the topics covered by a teacher in each class per semester and it has sections to record the examination duties, extra teaching hours, responsibilities for administrative work and co-curricular and extra-curricular activities. Teacher's Diary, verified and signed by the HoDs concerned is submitted to the Principal for final approval. The Principal assesses the overall performance of the teachers periodically through the verification of the Diary. This activity has made the teachers more meticulous about their work.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations

and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC reviews its teaching-learning process, structures & methodologies of operation annually. It also monitors the learning outcomes periodically through student feedback and departmental meetings. IQAC of the college has initiated a number of steps for making the teaching-learning more interactive.

Institutional reviews facilitated by the IQAC:

(1) Feedback from students:

For the last two years the feedbacks on the academic processes are taken from the students. The IQAC undertakes the analysis of this feedback.

(2)Review of the results, Diary and examinations.

The results of the Final examinations are discussed among the Principal, HoDs, and IQAC. Then, the points of concern are brought to the faculties in their meeting with IQAC. The inspection of diaries of the faculties is conducted by the Principal.

(3) Implementation of teaching-learning reforms facilitated by the IQAC:

The IQAC makes several recommendations aimed at bringing about general improvements in the overall functioning of the College. This includes plans to reform teaching, learning and evaluation. The IQAC has recommended several steps to enhance the effectiveness of the teaching learning process through its Plan of Action.

INCREMENTAL IMPROVEMENT

Additional value-added courses - Sanskrit Sambhashan, Cooperation,

- Several MoUs with Educational Institutes, medical institutes and national and internationa agencies.
- N-list facility
- New initiatives -mentoring system, green audit, feedback on syllabus, general feedback.
- Mineral water plant
- Free Wi-Fi
- University lecture series
- UDISHA club
- Eco club
- Sanitary pad Vending machine
- Introduction of college application for paperless dissemination of education
- Introduction of e-governance, communication through e-mails etc reducing paper utility
- Wall of humanity

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

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)

C. Any 2 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	[View File](#)
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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

1.Safety and Security

2.Counselling

3.Common Room

One of the main objectives of the Institution is to produce socially committed and intellectually competent, independent men and women to confront the challenges of the modern world.

a) Safety and Security

It is very important to provide safety and security to students and women employees in the college campus.

1) To install the CCTV system:

In order to provide safety measure to the college students and women employees, the college has set up CCTV system

2) Separate parking arrangement:

The college has separate parking for students and staff.

3) Campus inspection:

Physical Director inspects campus every day as safety measure.

4) The sanitary napkin vending machine:

Sanitary napkin vending machines have been set up in the ladies room.

5) The Grievance Redressal and Anti-sexual Harassment Cell is a mechanism for redressing the grievances of the students belonging to both the genders.

6) Security personnel: The presence of security personnel on the campus restricts any illegal activity or unauthorised intruders.

7) The college organizes lectures by Gynecologists and psychologists in order to address the problems of girl students.

Counselling

Counseling cell is established to look after the mental health of students along with the career counseling.

The Ladies Rest Room is provisioned just beside the staff room. The room is well ventilated with washrooms, mirrors, sanitary napkin vending machine, first aid box, provisions to take rest.

File Description	Documents
Annual gender sensitization action plan	https://www.sasv.org/pdf/AQAR/Criterion 7/7.1.1/7.1.1 Documant-format-new.pdf
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	https://www.sasv.org/pdf/AQAR/Criterion 7/7.1.1/Mahila ne Suvidha.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

The institute's first and foremost motto is to maintain cleanliness. Under Swachchta Abhiyan, the college has performed its best to maintain cleanliness in the college.

Solid Waste

The Institution is serious in her efforts to maintain cleanliness and eco-balance. Our emphasis is on paperless office and we consistently make efforts to reduce the use of papers. The college has placed dustbins for dry waste at prominent places in the campus. The College insists the students to dispose their waste at a proper place.There is a written agreement with Thara Nagar Palika for collection and waste management. Waste of plastic and old used papers are given to paper vendors from where it is taken for recycling.

Liquid Waste

As ours is an Arts & Commerce College, the liquid waste is not generated. But the water that goes wasted from a water purifier and also from the washrooms is disposed of through underground drainage lines leading to drainage well.

E-Waste

Electronic goods are put to optimum use and the life of the

electronic items is extended by proper up gradation and maintenance. The College has collaborated with a local service provider for annual maintenance of electronic equipment and disposal of e-waste. Periodic checking ensures that nonworking or old electronic equipment are filtered out and disposed-off properly.

As such, there is minimum generation of e-waste. The non-renewable e-waste is sold but the e-waste which is renewable is handed over to the authorized vendor for the recycle.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	**No File Uploaded**

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
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 prime aim of our college is to provide excellence in education to the students belonging to all sects of the society. Most of the students taking admissions in the college are local and belong to the nearby villages. As per government rules the admission process is carried out. Enough care is taken for specific earmarked seats of each category are filled up. The college authorities are well balanced with the representation of each category. The town council, Govt. Hospital, Govt.office, Agricultural/forest offices etc. are fully involved in the national developmental activities, national festivals, awareness rallies, and government campaigns. These flex board of environmental awareness, social harmony, unity and values are displayed in the college campus.

The institute takes much efforts in providing an inclusive environment for all the students and employees.. Every year a lecture of Brahmma Kumaris is arranged on the festival of Rakshabandhan All the students of the college celebrates Annual function harmoniously and enthusiastically.

The students are inculcated with the tolerance and harmony about cultural regional, linguistic communal socio-economic and other diversities by celebrating Gandhi Jayanti, Sardar Patel Jayanti, Vivekananda jayanti etc. To maintain the linguistic importance Department of Gujarati and Hindi celebrate various activities such as 'Gujarati Matrubhasha Divas' and 'Hindi Divas'.

World Yoga Day is also organised on 21st June with a yoga trainer.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<u>View File</u>
Any other relevant information	<u>View File</u>

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

The Institute takes pride in the fact that apart from preparing a sound academic foundation of the student community; the Institute constantly works upon to develop them as better citizens of the country. The Institute ensures that the students participate very enthusiastically in all such activities. Since the last five years, the Institute has strived forward with great effort to increase the level of awareness and appropriate practices amongst the students.

The National Unity Day is also celebrated in the college on the occasion of Birth anniversary of Sardar Vallabhbhai Patel. 'Consumer Day' is celebrated in our institution. The Voter's Day, International Yoga Day, Mahila Kanuni Shibir, different oaths, teacher's day etc. pogramms have been conducted by the institution from time to time to sensitize students and employees of the institution to the constitutional obligations

The college students with N.S.S and N.C.C units perform various activities throughout the year. The college organizes Blood Donation Camp and Thalassemia Test of the first year B.A. /B.Com. students every year in collaboration with agencies like Indian Red Cross Society, Rotary Club. The N.S.S. unit organized medical camp at the Tharavillage. Blanket distribution programme is organized among the neighborhood community every year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sasv.org/pdf/AQAR/Criterion%207/7.1.9/7.1.9_all.pdf
Any other relevant information	https://sasv.org/pdf/AQAR/Criterion%207/7.1.9/7.1.9_all.pdf

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	**No File Uploaded**

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

The college has taken valuable steps to inculcate moral value education to its students. Our college celebrates festivals irrespective of caste, creed and religion which promote our cultural tradition. Due to this the college enjoys a secular environment. All the students come from different traditions and customs. Every teacher makes it a point to emphasise on values and character building through their teaching. All the Festivals are celebrated with due importance.

Celebrating national festivals and birth/death anniversaries of

great Indian personalities is an annual practice in our college and celebrated with great enthusiasm since the day of the establishment of the college. On this Day students participate as teachers and engage the class. In the end of the Day students arrange a programme in which they share their experience with the audience and make suggestion for the betterment of the college for future. The participants are awarded with certificates by the principal in the annual function of the college. In the memory of Swami Vivekananda National Youth Day (12th January) is celebrated. Students are given a motivational lecture on the thoughts of Swami Vivekanand.

World Yoga Day is also organised on 21st June with a yoga trainerA well-known scholar is invited to offer inspirational and motivational speech about the importance of Guru in life.

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

7.2 - Best Practices

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

Donation of Woolen Clothes & Warmers & Wall of Humanity: To reach the unreached destitute by offering Woolen clothes, Blankets and Warmers. Aims: India is a country where even today, we find hundreds of homeless, shelterless destitute in wretched condition. many such poor and shelterless people shiver out of unbearable cold, suffer and even die. Seeing to this in humanistic plight, the college initiated a project to donate woolen blankets to such a needy people and children of the society and to reach to the unreached downtrodden class with warmth of empathy.

In many of the surrounding villages of Thara, poor children and school going children stop attending the school due to lack of adequate warm clothing and apparels.

The College since last fiveyears has sincerely and unfailingly

initiated this campaign for the under privileged, destitute and the needy children to provide some warmth through donating woolen clothes to them. We have created Wall of Humanity at the Donors put their anused werable clothes on the wall of humanity for the persons who are deprived of clothes such social activity is beneficial to the deprived & needy person.Karmayogi Staff members are also helpful in such activity by donating clothes.

File Description	Documents
Best practices in the Institutional website	https://sasv.org/pdf/AQAR/Criterion%207/7.2.1/Donation_of_Woolen_Clothes.pdf
Any other relevant information	Nil

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

Donation of Woolen Clothes & Warmers & Wall of Humanity: To reach the unreached destitute by offering Woolen clothes, Blankets and Warmers. Aims: India is a country where even today, we find hundreds of homeless, shelterless destitute in wretched condition. many such poor and shelterless people shiver out of unbearable cold, suffer and even die. Seeing to this in humanistic plight, the college initiated a project to donate woolen blankets to such a needy people and children of the society and to reach to the unreached downtrodden class with warmth of empathy.

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The College since last fiveyears has sincerely and unfailingly initiated this campaign for the under privileged, destitute and the needy children to provide some warmth through donating woolen clothes to them.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College, affiliated to Hemchandracharya North Gujarat University, Patan, ensures effective curriculum delivery through a well-planned and documented process. The College strictly adheres to the academic calendar which comprising of various activities to be undertaken throughout the year. In the departmental meetings of the HODs with the teachers, they distribute copies of the departmental and individual time-tables to the faculties.The academic diary has the record of daily teaching with all the details. The diary is verified and signed by the Head of Department and the Principal. For effective curriculum delivery, the College organizes academic tours and field visits for the benefit of students. It is organized for the experiential learning of the students of the college.

Each department invites and arranges guest lectures of experts. The lectures are based on curriculum. The Department of Sanskrit organises the course of Sanskrit Sambhasan for a friendly acquaintance with this classical language. The College takes feedback from the students, teachers and Alumni in manual format. Most of the teachers use ICT through different means for effective curriculum delivery in the class. Tablets and wifi facility is provided in the campus.

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 college begins its session of teaching after it receives the academic calendar of the University at the beginning of the academic year. On the basis of this calendar, the college

prepares its own academic calendar. This calendar includes the probable dates of academic sessions of different semesters, tentative schedule of examinations, Annual function of the college, list of holidays, various activities to be held during the year, celebration of Cultural Programmes, celebration of Teacher's Day, Yoga Day, NSS Camp and any other activity that is of prime importance.

The Principal conducts meeting with the HoDs and Staff regarding smooth implementation of the academic calendar. The Heads of the departments convene the information of the meeting with their respective faculty members for the effective implementation of the academic calendar.

The Evaluation methods are communicated to the students at the beginning of the academic year. The information consisting of (1) The scheme of marks regarding the University exam and the internal exam is conveyed to the students. (2) The details of the curriculum including theory and the weightage of each unit are given to the students.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://sasv.org/calender#accordion2021-22

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	View File

1.2 - Academic Flexibility

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

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

9

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
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)

2

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

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

87

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

1.3 - Curriculum Enrichment

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

Our college provides co-education. Both girls and boys are given equal opportunities to participate in different academic activities. For main streaming cross cutting issues, the core courses have been adopted in such a way that, they have positive effects on gender, environment and sustainability, human values and professional ethics.

Gender

- **The college active Mahila Cell carries out the activities with female students at centre. Trainings like Mahendi, beauty parlor, chocolate making, glass painting, etc.**
- **A sanitary pad vending machine is installed at the Girls' room.**
- **With Anti-ragging Cell and Grievance Redressal Cell for all, the college has Anti Sexual Harassment Cell**

Environment and Sustainability

- **A tree-plantation programme is a routine activity every year by NSS and NCC units of the college.**
- **Volunteers of NSS unit exhibit a noticeable commitment during their one week camp in any neighbouring village by their cleanliness drive, No Plastic Move etc.**

Human Values and Professional Ethics

- **Our college holds a programme of distributing clothes and blankets to the slum dwellers and school kits to the children of the poor.**
- **Our college has made "Wall of Humanity" outside the campus where one can donate old clothes and any poor or needy can take it from there.**

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

2

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

50

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**B. Any 3 of the above**

from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://sasv.org/feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sasv.org/feedback

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 students admitted during the year

907

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

846

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

2.2 - Catering to Student Diversity

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

The students are given a chance to freely keep their views and reason of selection of their course. Advanced and slow learners are identified from the merit list and classroom interactions of the faculties with the students. The teachers identify the advanced learners by merit of the previous year examinations. Teacher has a group discussion with the students to recollect their education level and thereby plan a strategy to deal with the different abilities of students.

Despite having less staff the institution tries to provide the facility of mentoring system. Student centered methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. The College integrates the learner centered method of education. Independent learning is encouraged through oral questioning, class tests, library referencing, assignments, presentations, competitions etc.

Since last fiveyears, Govt. of Gujarat provided a Tablet to each students of the college who take admission in the first year. The students who excel in academic and extracurricular activities are facilitated by the Institution on Annual Day.

The Head, along with other faculty members of the department plan a strategy to deal with the slow learners, economically weaker students and physically challenged students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
2115	12

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

In order to enrich the teaching-learning process, the institute encourages various innovative methodologies.Syllabus oriented guest lectures are organized in which students are benefitted. To cultivate the habit of academic writing, the students are given assignments to be written at length in depth. The lectures on Cooperative sectors are organized by the department of Economics. Village surveys are conducted from students by the economics department for their experiential learning. Digital Education Learning Language Lab proves a great help for the experimental learning regarding English. The students are encouraged to participate in Youth festival, Sports meet, Khel Maha Kumbh, Youth Leadership Camp, Pre- RD Parade etc. To create awareness of social responsibility among the students various programmes such as cleanliness campaign, 'Beti Bachao, Beti Padhao' progrmme for positive attitude towards girls, voter's awareness campaign, are organized for gaining awareness through NSS and NCC units. To improve the teaching learning process the IQAC encourages and guides the faculty members about the use of ICT and other multimedia sources. The annual magazine of the college provides platform for the students to express their hidden talent.The students are motivated to actively participate in Seminars and conferences organised at college as well as outside.

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 College has adopted following steps for innovation and

creativity in teaching learning process:

- **English Language Lab. with Multimedia projector, has been established in the college to enhance the communication skills and soft-skills of the students.**
- **The faculties use innovative teaching methods such as use of ICT, PPT presentation, use screening educational movies, syllabus-based movies and short documentary films etc.**
- **The college is covered with the facility of Wi-Fi under the scheme of NAMO by Govt. of Gujarat. An easy access to free Wi-Fi facility makes teaching and learning process quite innovative and creative.**
- **The college became instrumental in distribution of tablets to the new entrants by the government. This provides them easy excess to the vast world of knowledge.**
- **The College Central Library provides N-List facility through which one can access e-books, ejournals, any material required for syllabus content.**
- **Teaching through PPT in combination with internet has made teaching and learning enjoyable.**
- **Moreover, the College has organized computer training programmes for staff in general.**

Thus, the faculty members have adopted innovation and creativity in teaching - learning process with the help of above mentioned facilities.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

12

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

12

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

6

File Description	Documents
Any additional information	View File
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

12

File Description	Documents
Any additional information	View File
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.

. As per the examination system of our Hemchandracharya North Gujarat University, Patan, the valuation of students at any level in Bachelor of Arts & Commerce is done on 30:70 scheme. 30% weightage of the result is given to internal exams. The students are supposed to appear for University Exam for the remaining 70% of marks. The 30% share of the Internal Examination is divided as per the table presented here under:

Internal Examination

University Examination

Preliminary Exam (Traditional)

Assignments/

UnitTests/Seminars/

Presentation

Final Exam

20

10

70

The mechanism of internal assessment is totally transparent and robust in our college. The Heads of different departments, on the instruction of the Principal and Examination Committee, issue responsibility of drawing question papers to their respective faculties. This process is kept confidential not only from the students but also from other faculty members as well.

The chart of invigilators is displayed in the staff room one day before examination. Examination committee, consisting of senior faculty members, performs the duty ofsenior supervisorto control malpractices. All the classes and lobbies are always under surveillance of the watchful eyes of CCTV cameras.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

At college level, as far as the grievances related to internal evaluation are concerned, students can approach the Examination Committee who attend to the problem and reach a solution. If a student raises a query, it is addressed in the most efficient manner. The Examination Committee hears him/her out and tries to resolve the matter with the help of teachers concerned.

  If there is any grievance of the student about the subject-change, it is immediately brought to the notice of the university and it is solved. There is an efficient mechanism to deal with examination related grievances.During the examinations, the other persons who are not related to the examinations are not allowed to enter the college campus. Prevention of malpractices in examination halls is ensured by the vigilance of internal squad and surveillance of CCTV system. For the smooth functioning of the examinations, the Examination Committee keeps keen watch on every issue related to the examinations. If there is any change in the time-table of examinations, it is immediately communicated to the students and the teachers. All the records of internal evaluation and answer books are kept safe in examination strong room.

File Description	Documents
Any additional information	[View File]()
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes for all programmes offered by the institution are clearly stated and displayed on the institutional website. The teachers also inform the students about the learning outcomes of each course.

Our College offers Undergraduate as well as Postgraduate programmes under the Faculties of Arts & Commerce and many certificate courses and value added courses.

- The BOS of affiliating university prepares the syllabus of each course of the subject. Syllabus of each course communicated to colleges and also available on the University website.
- Starting of academic year HOD of each department arrange a departmental meeting regarding the Distribution of Syllabus to all faculty members. The department prepares Programme Outcomes(POs), Programmes Specific Outcomes (PSOs) and Course Outcomes(Cos). The POs, PSOs and COs and link of the syllabus of each programme and course are displaying on College website and hence the students can access any time online.
- At the induction programme of new entrants in the college along with the Principal and other educationists, talks about the programme outcomes and briefs the students about each activity of the college which provide the students a glance on all the factors of COs and POs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

- **The college has a mechanism to calculate the attainment of POs, PSOs and COs at the end of the year. At the end of the analysis of the attainment, the suggestions and recommendations of corrective measures towards the improvement of programme outcomes are communicated to the faculty and even the university through BoS and AC members.**

- **In direct assessment, the course outcome is assessed through internal examinations and a final examination at the end of the semester.**
- **Various Co-curricular activities such as seminars, workshops, assignments, etc. are also useful for the attainment of POs and COs.**

- **The indirect method of assessment is done through feedback collected from the outgoing students at the end of the course.**
- **This feedback serves as the genuine opinion of the students in the CO attainment. The**

CO attainment further contributes for the PO attainment.

Advantages

- **The suggestions and recommendations regarding corrective measures towards the improvement of programme outcomes are communicated to the University through board meetings.**
- **Proportional weightage is given to every portion in a paper**

as the questions asked in internal exams and assignments are mostly aligned with Course Outcome of the respective subject.

File Description	Documents
Upload any additional information	[View File](#)
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

441

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	[View File](#)
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://docs.google.com/forms/d/1bTxhLCOLwlxDVcrIVvbwt45OnK-y6YeIosCVLoX55Fk/viewanalytics

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)

0.65

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

4

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

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://gujaratsahityaacademy.com/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institution has constituted a Research Committee to promote, facilitate and monitor research activities in the College and to provide an atmosphere that is creative, innovative, progressive and encouraging to research, innovation and creation. The teaching staff regularly participate in National/International seminars/workshops, conferences and also publish their articles and books.

Initiatives taken for creation and transfer of knowledge in the institution.

- The institute encourages the faculties for attending seminars/workshops
- The institute provides financial support to attend seminar/conferences/workshops to the teachers.

To let easy progress and implementation of research project following steps are taken:

- Due independence is given to the teachers doing research work.
- Due efforts are made to make available all related theses and research work.
- Resources like computer, internet, Journals, e-material, seating space etc., are provided for research work.
- Teachers can make use of e-content with their account in N-List and National Digital Library.
- Seminars/workshop and expert lectures are organized to involve them in these activities positively. Students are encouraged to participate in the seminars which are organized

The college grants duty leave to the faculty to participate in orientation course, Refresher course and short term training programmes organized all over India.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

8

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

12

File Description	Documents
URL to the research page on HEI website	https://sasv.org/esearchiprcell
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - 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 plans and organizes its extension and outreach programmes in the beginning of the year. The N.S.S wing of the college along with N.C.C., CWDC play a leading role in celebrating various Days and activities of social welfare.

The college students with N.S.S and N.C.C units perform various activities throughout the year. The college organizes Blood Donation Camp and Thalassemia Test of the first year B.A. /B.Com. students every year in collaboration with agencies like Indian Red Cross Society, Rotary Club. These activities develop a sense of commitment among the students. Blanket distribution programme is organized among the neighborhood community every year .

Different rallies are organized to spread awareness among the people about the environment conservation, save girl educate girl (Beti bachao, beti padhao), AIDS awareness, no use of plastic, and awareness about road accident, save tree save water, and awareness about voting.

We celebrate different Days like World Yoga Day, AIDS Day, Constitutional Day, Internationan Women Day and many more. An elocution, essay and quiz competition is held on different subjects. Through the speech of well known doctor students get awareness about the misconception of AIDS, and the precautions and measures for the disease.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

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

11

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

3.4.3 - 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

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

24

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1635

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

21

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

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

16

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The classrooms of the college are airy, clean and equipped with good benches, fans, LED lights and green boards. The Classrooms are well ventilated and eco friendly

- **Total Campus area of Institution is (20234 sqm) acres**
- **The College has (16) rooms in all. There are (7) classrooms out of (16) with ICT enabled equipments. There is a Seminar Hall with a capacity of 200 people alsocomputer Degital English Language Lab.**
- **The total built up of library and reading room is 1540 Sq. feet with internet accessibility. The College has provided N-List facility for all the students and teachers. The college has purchased SOUL software from INFLIBNET for library.**
- **The College has computers, LCD Projectors, Speakers, sound system, audio video aids, microphones, scanners, (printers plus Xerox, printers Xerox machines, inverter, pen drives, USB external hard disk, Web Camera, Digital camera and CCTV cameras.**
- **NSS room, NCC room, ladies' room, Examination room, CWDC room, sanitary pad vending machine, DELL lab**
- **Wi-Fi facility**
- **1 unit of RO Plant and mineral water plant**

- **CCTV Cameras**

The college has a seminar hall with LCD projector, Audio Visual equipments for conducting Extension Lectures, Staff Meetings, and Literary programs and other competitions.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sasv.org/pdf/naac/Criterion4/4.1.1/411.pdf

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

Besides providing academic facilities to the students' the institution also provides adequate facilities for sports and cultural activities. The details are as below:

Sports

The college provides excellent support and coaching facilities by the Physical Director for indoor and outdoor games.

Yoga Centre:

The college has a big open theatre having 1200 seating capacity inside the college campus. In our college, we offer training to the students for the Yoga exercise every year on World Yoga day.

Cultural Activities:

For the immense development of students and to increase their inherent talent the college offers

cultural activities and Saptdhara activities. It has got all the facilities required to organize a cultural programme, Annual function, talent event, Induction programme, Farewell programme or any other programme of the college. Moreover the college has purchased several musical instruments which are used at the function of the college.

Primary Health Centre:

The college has Primary health center with all the adequate facilities regarding primary health checkup.

NSS/NCC

The NSS and NCC wings of the college are the most prominent segments of the college. A special cabins for NSS and NCC activities are allotted by the institute.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sasv.org/pdf/naac/Criterion4/4.1.2/412.pdf

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

8

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sasv.org/pdf/naac/Criterion4/4.1.3/413.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

1.90940

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 total carpet-area of the library of the institution is 1540 sq. ft. areas. Our College has a well-furnished partially automated library with separate reading facility for the Boys and Girls. The Library has wide repository of books, journals, CDs, News Papers, E Resources, Previous years question papers etc. Since many years, the library has BSNL Wi-Fi Facility. In the Library Notice Board various information are displayed on the Notice Board of the Library. Only Two books are issued by the Library for duration of fifteen days for those students who become a member of Library. Scholar students are provided books without any charge. Specialized Services are provided by the Library which includes information Deployment and notification, Photocopying facility, Extended Hours of reading and Extension Activities. Special Section of Books is earmarked for NET Coaching, Career Guidance and the Library holds books and journals related to career guidance and competitive exams. The Library also supports the students to face various competitive examinations with confidence.

The College has provided N-List facility for the students and teachers. The college has purchased SOUL software from INFLIBNET for library. OPAC system is also made available in the central library.

File Description	Documents
Upload any additional information	[View File](#)
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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.57.241

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
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

37

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

4.3 - IT Infrastructure

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

In our College, we have the facilities like computers, printers. scanners NAMO Wi-Fi, LCD Projectors, CC TV Cameras, and Laptops. The details of which are stated below:

Details about IT facilities:

- The institution has (38) computers with internet access and (03) laptops. The college regularly undertakes to update the computers with latest antivirus soft wares.
- The institution has total (03) printers and (4) Printer + Scanner (1) Scanner+ colour printer and (1) Canon Scanner
- Wi-Fi facility is available in the campus.
- The college has 8 Multi-media projectors.
- Every Department has at least one class room furnished with Multi-media projector to enable teachers and students to switch over to IT supported teaching-learning methods.
- Membership with INFLIBNET N-list to access e-resources.
- Lane- facility is available for (35) computers.
- System for bulk SMS is available.
- The campus is under CCTV surveillance with (64) cameras to upgrade the IT facility .
- The students are distributed tablets under the scheme of NAMO E-tablet by Govt. of Gujarat.
- The central Library of the college is partially computerized.
- The institution has made an agreement with Sun Infotech and Lucky Enterprise for the maintenance of the ICT devices.
- The Institution has its own college App.

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

4.3.2 - Number of Computers

26

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

7.5

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.

The Governing Body takes direct initiative in the maintenance and upkeep of infrastructure and support facilities in consultation with the Principal and the IQAC. The custodians of the equipments frequently examine them for timely maintenance and repairs to ensure performance and accuracy.

Class Room

The Principal, the IQAC and faculties of discipline committee oversee the maintenance of the classroom equipments.

Cleanliness:

All the classrooms, offices of the principal and non-teaching staff, staff-room, library and reading room, girls' room, language and computer lab, management office, washrooms etc. are regularly cleaned by college peons.

Computers

The college does not have a duly appointed System Administrator to oversee the maintenance of the Computer Systems but there are two people from Non-teaching staff and two from teaching staff who oversee the maintenance of computers in the college.

Sports Facilities

Every year new equipments are purchased by the College from students' sports fee. . Physical Director and Sports Committee monitor the maintenance of Sports Facilities.

Language Lab /BISAG

Students can avail Language Lab facilities on rotation basis.

Library

Library facilities are open to the students of not only our college but also students and researchers of other institutes and even general reading public.

File Description	Documents
Upload any additional information	View File
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

1567

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

37

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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	**A. All of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	[View File](#)
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

1196

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

1196

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

6

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

137

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

6

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

4

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)

The student representatives in various college-committees for academic, co-curricular and extension activities play a vital role in the coordination and cooperation in organizing these

college activities.

The major objectives are as under:

1.The Student Representatives play an important role in maintaining the code of conduct of the college and reporting any disciplinary issues to the committee members.

2.The Representatives help the class teacher in conducting class activities, assignments as well as attendance of students.

3.To provide an opportunity to develop the leadership skill.

Library Advisory Committee

The committee's major role is to upgrade the library facilities and to increase the utilization of library.

Cultural Committee

The committee organizes various cultural programmes like college Annual Function, cultural programmes, prparing students for participation in various competitions at University and State level.

National Service Scheme

NSS organizes all kind of social activities. NSS arranges annual NSS camp once in a year and adopts a village.

Discipline Committee:

The committee works for maintaining discipline and cleanliness on the campus premises, classrooms, staff room, furniture, washrooms etc.

CWDC Committee

CWDC Committee helps to organize various cultural, women empowerment programs and prepare girls students for participation in various Competition at University and State Levels.

Grievances Redressal Committee

The major aim of the committee is to function as a link between college administration, teachers and students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

366

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

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

The College has alumni association. They usually meet once a year and attend the general body meeting. The alumni association helps to develop a database of all the alumni with information about their employment, their employers and nature of their present work, contact addresses, phone numbers etc. Such information helps the present students to contact the alumni for suggestion. A number of our alumni have proved their merit in the respective fields of their career. We have not only academicians but also active businessman, politicians and social workers. The Alumni regularly take part in cultural and extension activities carried out by the college. They take part in the celebration of Independence Day and Republic Day enthusiastically. The Alumni Association guides the students about job prospects and

eligibility criteria. The college keeps the database of the students who have passed out from the college. They also helps to provide financial support to the Institution.

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

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

File Description	Documents
Upload any additional information	View File

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

Our Vision: To be a unique institute with a pious aim of creating an educated generation with burning aspiration for social service and upliftment of the deprived and the backward.

Our Mission:

- To help and promote education by providing ample opportunities for students.
- Creating an ideal academic environment along with sports, cultural and social activities for the overall development of the students of the rural and backward area.

Goals and Objectives :

- To provide educational opportunities to students from all sections of society.
- To prepare the students for all-round development with diversified co-curricular and extra-curricular activities.
- To create awareness among students for technology, communicative, skill to meet the requirements of higher education and social causes.

The Vision, Mission and the Core values of the College is stated in the college Website, Brochure, on the Entrance of the College and near the Library. The College makes all the effort to ensure the visibility and implacability of the Vision, Mission and Core values in all its facets of functioning.

The institution was established for the rural uplifment and spread the horizons of knowledge through education in the educationally deprived region of Gujarat.At the beginning of every academic year, the meeting of management and the principal takes place.

Various activities reflecting the Vision, Mission, Goals and Objectives of the college are carried out through different committees working under IQAC.

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.

We are glad to inform that there is a marvelous management team in our Institution.The Management monitors to promote and sustain quality. The Principal coordinates with teaching and non-teaching staff members and student body members for proper functioning of all academic affairs. The principal and the teaching staff members are given total academic freedom by the Management. At college level various committees have been constituted to plan and monitor the functioning of different departments and programmes. The faculty members participate in the decision making by providing suggestions. At all the stages of work, the faculty members impart their duty and do the work as per instruction imparted by the management and the authority. The decentralization of work is done based on the work efficiency in the staff.

The college delegates authority and provide operational autonomy to the departments of the institution and work towards decentralized governance system. As regards decision pertaining to the departments, the HoDs are given complete freedom. The pattern in which the course is to be completed; the teaching

methods to be adopted, disciplinary action to be taken against the students of the respective departments, the HoDs are empowered to take decisions in their own way.

Co-curricular activities, Sports, NSS, Cultural activities etc. are coordinated almost autonomously by the faculty in charge under the direction of the Principal of the college.

Thus the whole process from decision making to execution is participatory and every stake holder enjoys a freedom to suggest, monitor, criticize and appreciate.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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

The college follows a policy of plan and work. The IQAC is constituted in our institution. This committee in consultation with the Principal, heads of various departments, and student representatives, plans and deploys various policies that improve the quality of academic and administrative functioning of the institution.

The budget of the institute is prepared at the beginning of the year. The principal, IQAC and various committees put their plans or proposals for programmes. And finally the principal approves the demands and proposals for various activities and programmes.

The feedback from Students also helps in improving the teaching learning experience. Regular visits of the Principal to the departments and interaction with heads of the departments help proper functioning of academic work. Heads of the departments monitor the system of each department regularly. The Principal of the institute is a liaison between the students and the Management. Infrastructure requirements for the institute are conveyed to the management and the Principal sees to it that they are fulfilled. Policies and plans are constituted, monitored and

evaluated by IQAC, The Principal

The committees carry out the activities and at the end of the academic year; the conveners submit the reports of the work done to the Principal. For academic matters, HODs are given full liberty to improve the academic level. Physical Director, Librarian, Programme officers of NSS, Officer of NCC and conveners of different committees are also independent to perform their duties

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
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 college strictly adheres to the norms of UGC, Hemchandracharya North Gujarat University and Gujarat Government in appointing faculty members as well as administrative staff. Promotions of faculty members are routinely carried out in due time as per the norms prescribed by UGC and adopted by the State government. The principal with OS of the college prepares the report of teachers whose promotions are due and forwards it to the University and Commissioner of Higher Education, Gujarat State for approval.

Principal holds the overall responsibility for smooth conduction of academics, managing the major administrative tasks, authorized signatory of financial matter and overall advancement of the college. Principal is assisted by IQAC coordinator, HODs, Office superintendent and Chairpersons of various committees for the smooth and effective functioning of the college. The IQAC, various academic, administrative and supporting committees viz. students council, admission, time table, examination, women empowerment & welfare, committee for SC/ ST, library advisory committee, cultural committee N.C.C., N.S.S. etc. are functioning in the college to execute the plans and policies.

The college has formed a Grievance Redressal Committee to look into the issues affecting the stakeholders. The students, teaching and non-teaching staff are free to approach to the Principal and grievance redressal cell for the redressal of grievances. Regular feedback is taken from the students, teachers and alumni. It is analyzed by the Feedback Committee and the report is submitted to the Principal.

File Description	Documents
Paste link for additional information	https://sasv.org/pdf/naac/622.pdf
Link to Organogram of the institution webpage	https://sasv.org/pdf/naac/622.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The Welfare measures provided by the institute for teaching and non-teaching staff are as under:

- There are 12 days of casual leave available to the teaching staff and 15 days for non-teaching staff.
- The non-teaching staff avails 30 days of Earned Leave every year. 20 half pay leave or ten days leave can be commuted

every year by every employee.

- There is a provision to grant duty leaves to all the staff members to attend various Training Programmes/ Orientation/Refresher/ Workshop/Seminar/Examination duties as per the Government rules
- Lady teachers can claim six months' Maternity Leave as per Government rules
- Gratuities, Pension and all other such Government welfare schemes and measures are given to the staff
- First Aid Facility on the campus
- Mineral water plant and RO plant
- MoUs with leading hospital for prompt and free treatment at critical hours
- Additional Facility of library is provided to teachers conducting research
- Leave is granted to teachers to participate and present papers in seminars.
- The institution provides financial support to attend seminars, workshops and conferences to the staff members.
- Grievance Reddresal Cell takes care of the complaints of the students as well as staff.
- Free Wi-Fi facility throughout the college.
- The class IV employees get the benefit of uniform and washing allowance.
- Providing moral and emotional support for career advancement and personal growth.
- A one day staff trip with students annually to infuse team spirit and family gathering.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](View_File)

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

14

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

17

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

1

File Description	Documents
IQAC report summary	[View File]
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	[View File]
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

Performance appraisal system for Teaching Staff

Teachers' Self-Appraisal Form

As per the rules of UGC, A permanent teacher has to furnish a data of his academic performance in a duly designed form by the authority known as the self-appraisal form.

Teacher's Diary

Every teacher in the college is provided with an academic diary at the beginning of the term. He has to keep records of his academic and other works in monthly basis.

The Results of Exams

On the basis of the statistics of the results of exams, the Principal tries to judge the performance of the teachers and discusses the matter with the concerned teacher personally.

The main parameters of performance appraisal for faculty consist of:

1. Punctuality

2. Innovative teaching methods

3. Completion of syllabus

4. Feedback

5. Attainment of higher qualifications

6. Continuous academic improvement

7. Participation in curricular, co-curricular & extracurricular activities.

8. Computer literacy and use of ICT.

9. Honesty, morality and Integrity.

NON-TEACHING STAFF

The performance of the non-teaching staff of the college is assessed by the management and the Principal. The principal and the management, on the basis of their ability, performance, discipline, punctuality and devotion to work assess their performance and suggest corrective measures if needed.

The parameters of performance appraisal system for non-teaching staff:

1. Punctuality

2. Ability

3. Discipline

4. Punctuality

5. Dependability

6. Integrity

7. Reliability

8. Technical skill enhancement

9. Vertical enhancement of qualifications

The Principal, based on all analysis, gives suggestions for improvement to non-teaching staff if find necessary.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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 College maintains utmost transparency in financial transactions and regularly undertakes Internal and External financial audits. It also maintains all the records in an efficient manner in Physical statements as well as computerized records.

- **The Internal Audit is carried out by the Principal, the accountant and the Office Superintendent of the college periodically.**

- **The External Audit is done by registered Chartered Accountant named Maheshbhai Vyas Chartered Accountants, Registration No.: (032247). Patan. Omissions or errors, if any, reported by the Chartered Accountant are corrected as per his directions and the final balance sheet report and certificate are issued by him.**
- **In case of grants sanctioned by Government, the audit is done by Government Auditor.**
- **If the funds are not utilized as per the guidelines of the funding agencies, the funds have to be repaid with**

interest.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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)

655000

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

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

The principal is free to place any budgetary requirements during the whole financial year at any time before the trust. The Principal is given freedom to utilize funds for the welfare of the Institution. The college being a non-profit organization, generation of fund is a major challenge.

State Government :

1.Salary and maintenance grant is sanctioned by the higher education section of state

government.

2.For Saptdhara and Udisha fund is distributed by the KGC Gujarat.

3.For scholarships, after necessary application and form-filling process, fund is allotted by the state government.

Regarding various extension activities of NSS, after the proposal, a grant is sanctioned by HNGU Patan per year.

A grant is acquired from the NCC Battalion every year as a part of washing and food allowance.

College Trust:

If the expenses exceed the income of the institution for educational and administrative activities, extra fund is provided by the Trust. Some amount from fees collected from self-financing courses and deposited in the College Account.

- Academic building is utilised for regular lectures, expert lectures, remedial classes, certificate and add-on courses, seminars and workshops etc during 08: 00 am to 01 : 00 pm but on special circumstances the building is utilised whole day and holidays as well.
- The building is used for the examination taken by state government.
- The sports ground is used by the students for the training of various sports from 5: 30 am to 1.00 pm. Likewise Other educational and social institutions may use the sports ground of the institution.

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 Internal Quality Assurance Cell (IQAC) is constituted of members as directed by the NAAC. The IQAC meets twice a year to make assessment of the existing policies regarding teaching-learning, infrastructure facilities, campus maintenance and other matters associated with the functioning of college. The suggestions received during the meeting are jotted down and action plan is designed to meet the requirements of the staff

members and students.

IQAC has certain specific strategy to ensure institutional quality. The following best practices

institutionalized as part of IQAC initiative are:

(1) Teacher's Diary and

(2) Students oriented activities and Initiatives

(3) Feedback Response System

(4) College App

Individual Teacher Diary-

Every teacher has to maintain an individual Teacher's Diary to record the day to- day activities he/she is engaged in. It is a unique venture to document the working hours a teacher may spend on academic and non-academic matters. The Diary gives a holistic picture of the topics covered by a teacher in each class per semester and it has sections to record the examination duties, extra teaching hours, responsibilities for administrative work and co-curricular and extra-curricular activities. Teacher's Diary, verified and signed by the HoDs concerned is submitted to the Principal for final approval. The Principal assesses the overall performance of the teachers periodically through the verification of the Diary. This activity has made the teachers more meticulous about their work.

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

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

IQAC reviews its teaching-learning process, structures & methodologies of operation annually. It also monitors the learning outcomes periodically through student feedback and departmental meetings. IQAC of the college has initiated a number of steps for making the teaching-learning more interactive.

Institutional reviews facilitated by the IQAC:

(1) Feedback from students:

For the last two years the feedbacks on the academic processes are taken from the students. The IQAC undertakes the analysis of this feedback.

(2)Review of the results, Diary and examinations.

The results of the Final examinations are discussed among the Principal, HoDs, and IQAC. Then, the points of concern are brought to the faculties in their meeting with IQAC. The inspection of diaries of the faculties is conducted by the Principal.

(3) Implementation of teaching-learning reforms facilitated by the IQAC:

The IQAC makes several recommendations aimed at bringing about general improvements in the overall functioning of the College. This includes plans to reform teaching, learning and evaluation.

The IQAC has recommended several steps to enhance the effectiveness of the teaching learning process through its Plan of Action.

INCREMENTAL IMPROVEMENT

Additional value-added courses - Sanskrit Sambhashan, Cooperation,

- Several MoUs with Educational Institutes, medical institutes and national and internationa agencies.
- N-list facility
- New initiatives -mentoring system, green audit, feedback on syllabus, general feedback.
- Mineral water plant
- Free Wi-Fi
- University lecture series
- UDISHA club
- Eco club
- Sanitary pad Vending machine
- Introduction of college application for paperless dissemination of education
- Introduction of e-governance, communication through e-mails etc reducing paper utility
- Wall of humanity

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

| 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, | C. Any 2 of the above |

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	[View File](#)
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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

1.Safety and Security

2.Counselling

3.Common Room

One of the main objectives of the Institution is to produce socially committed and intellectually competent, independent men and women to confront the challenges of the modern world.

a) Safety and Security

It is very important to provide safety and security to students and women employees in the college campus.

1) To install the CCTV system:

In order to provide safety measure to the college students and women employees, the college has set up CCTV system

2) Separate parking arrangement:

The college has separate parking for students and staff.

3) Campus inspection:

Physical Director inspects campus every day as safety measure.

4) The sanitary napkin vending machine:

Sanitary napkin vending machines have been set up in the ladies room.

5) The Grievance Redressal and Anti-sexual Harassment Cell is a mechanism for redressing the grievances of the students belonging to both the genders.

6) Security personnel: The presence of security personnel on the campus restricts any illegal activity or unauthorised intruders.

7) The college organizes lectures by Gynecologists and psychologists in order to address the problems of girl students.

Counselling

Counseling cell is established to look after the mental health of students along with the career counseling.

The Ladies Rest Room is provisioned just beside the staff room. The room is well ventilated with washrooms, mirrors, sanitary napkin vending machine, first aid box, provisions to take rest.

File Description	Documents
Annual gender sensitization action plan	https://www.sasv.org/pdf/AQAR/Criterion 7/7.1.1/7.1.1 Documant-format-new.pdf
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	https://www.sasv.org/pdf/AQAR/Criterion 7/7.1.1/Mahila ne Suvidha.pdf

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-	C. Any 2 of the above

based energy conservation Use of LED bulbs/ power efficient equipment

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

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

The institute's first and foremost motto is to maintain cleanliness. Under Swachchta Abhiyan, the college has performed its best to maintain cleanliness in the college.

Solid Waste

The Institution is serious in her efforts to maintain cleanliness and eco-balance. Our emphasis is on paperless office and we consistently make efforts to reduce the use of papers. The college has placed dustbins for dry waste at prominent places in the campus. The College insists the students to dispose their waste at a proper place.There is a written agreement with Thara Nagar Palika for collection and waste management. Waste of plastic and old used papers are given to paper vendors from where it is taken for recycling.

Liquid Waste

As ours is an Arts & Commerce College, the liquid waste is not generated. But the water that goes wasted from a water purifier and also from the washrooms is disposed of through underground drainage lines leading to drainage well.

E-Waste

Electronic goods are put to optimum use and the life of the electronic items is extended by proper up gradation and maintenance. The College has collaborated with a local service provider for annual maintenance of electronic equipment and disposal of e-waste. Periodic checking ensures that nonworking or old electronic equipment are filtered out and disposed-off properly.

As such, there is minimum generation of e-waste. The non-renewable e-waste is sold but the e-waste which is renewable is handed over to the authorized vendor for the recycle.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	[View File](#)
Details of the Software procured for providing the assistance	[View File](#)
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 prime aim of our college is to provide excellence in education to the students belonging to all sects of the society. Most of the students taking admissions in the college are local and belong to the nearby villages. As per government rules the admission process is carried out. Enough care is taken for specific earmarked seats of each category are filled up. The college authorities are well balanced with the representation of each category. The town council, Govt. Hospital, Govt.office, Agricultural/forest offices etc. are fully involved in the national developmental activities, national festivals, awareness rallies, and government campaigns. These flex board of environmental awareness, social harmony, unity and values are displayed in the college campus.

The institute takes much efforts in providing an inclusive environment for all the students and employees.. Every year a lecture of Brahmma Kumaris is arranged on the festival of Rakshabandhan All the students of the college celebrates Annual function harmoniously and enthusiastically.

The students are inculcated with the tolerance and harmony about cultural regional, linguistic communal socio-economic and other diversities by celebrating Gandhi Jayanti, Sardar Patel Jayanti, Vivekananda jayanti etc. To maintain the linguistic importance Department of Gujarati and Hindi celebrate various activities such as 'Gujarati Matrubhasha Divas' and 'Hindi Divas'.

World Yoga Day is also organised on 21st June with a yoga trainer.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The Institute takes pride in the fact that apart from preparing a sound academic foundation of the student community; the Institute constantly works upon to develop them as better citizens of the country. The Institute ensures that the students participate very enthusiastically in all such activities. Since the last five years, the Institute has strived forward with great effort to increase the level of awareness and appropriate practices amongst the students.

The National Unity Day is also celebrated in the college on the occasion of Birth anniversary of Sardar Vallabhbhai Patel. 'Consumer Day' is celebrated in our institution. The Voter's Day, International Yoga Day, Mahila Kanuni Shibir, different oaths, teacher's day etc. pogramms have been conducted by the institution from time to time to sensitize students and employees of the institution to the constitutional obligations

The college students with N.S.S and N.C.C units perform various activities throughout the year. The college organizes Blood Donation Camp and Thalassemia Test of the first year B.A. /B.Com. students every year in collaboration with agencies like Indian Red Cross Society, Rotary Club. The N.S.S. unit organized medical camp at the Tharavillage. Blanket distribution programme is organized among the neighborhood community every year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sasv.org/pdf/AQAR/Criterion%207/7.1.9/7.1.9_all.pdf
Any other relevant information	https://sasv.org/pdf/AQAR/Criterion%207/7.1.9/7.1.9_all.pdf

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	B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	No File Uploaded

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

The college has taken valuable steps to inculcate moral value education to its students. Our college celebrates festivals irrespective of caste, creed and religion which promote our cultural tradition. Due to this the college enjoys a secular environment. All the students come from different traditions and customs. Every teacher makes it a point to emphasise on values and character building through their teaching. All the Festivals are celebrated with due importance.

Celebrating national festivals and birth/death anniversaries of great Indian personalities is an annual practice in our college and celebrated with great enthusiasm since the day of the establishment of the college. On this Day students participate as teachers and engage the class. In the end of the Day students arrange a programme in which they share their experience with the audience and make suggestion for the betterment of the college for future. The participants are awarded with certificates by the principal in the annual function of the college. In the memory of Swami Vivekananda National Youth Day (12th January) is celebrated. Students are given a motivational lecture on the thoughts of Swami Vivekanand.

World Yoga Day is also organised on 21st June with a yoga trainerA well-known scholar is invited to offer inspirational and motivational speech about the importance of Guru in life.

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

7.2 - Best Practices

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

Donation of Woolen Clothes & Warmers & Wall of Humanity: To reach the unreached destitute by offering Woolen clothes, Blankets and Warmers. Aims: India is a country where even today, we find hundreds of homeless, shelterless destitute in wretched condition. many such poor and shelterless people shiver out of unbearable cold, suffer and even die. Seeing to this in humanistic plight, the college initiated a project to donate woolen blankets to such a needy people and children of the society and to reach to the unreached downtrodden class with warmth of empathy.

In many of the surrounding villages of Thara, poor children and

school going children stop attending the school due to lack of adequate warm clothing and apparels.

The College since last fiveyears has sincerely and unfailingly initiated this campaign for the under privileged, destitute and the needy children to provide some warmth through donating woolen clothes to them. We have created Wall of Humanity at the Donors put their anused werable clothes on the wall of humanity for the persons who are deprived of clothes such social activity is beneficial to the deprived & needy person.Karmayogi Staff members are also helpful in such activity by donating clothes.

File Description	Documents
Best practices in the Institutional website	https://sasv.org/pdf/AQAR/Criterion%207/7.2.1/Donation_of_Woolen_Clothes.pdf
Any other relevant information	**Nil**

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

Donation of Woolen Clothes & Warmers & Wall of Humanity: To reach the unreached destitute by offering Woolen clothes, Blankets and Warmers. Aims: India is a country where even today, we find hundreds of homeless, shelterless destitute in wretched condition. many such poor and shelterless people shiver out of unbearable cold, suffer and even die. Seeing to this in humanistic plight, the college initiated a project to donate woolen blankets to such a needy people and children of the society and to reach to the unreached downtrodden class with warmth of empathy.

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File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

We will start admission process from 1st june 2022 for the new acadamic year 2022-23. We will celebrate world yoga day,Umashankar Joshi, Birth anniversary, Celebration, Entrance Ceremony for the new students, Gurupurnima,Independence day, Rakhshabandhan,Teacher's Day, Thalassasemia Test Camp, Gandhi Jayanti, Geeta Jayanti, Swami Vivekanand Birth Anniversary, Republic Day, World Gujarati Day, International Women's Day, Constitution Day, Sushasan Day, Library Exhibition etc.