YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	V. N. S. Bank Ltd. Arts & Commerce College, Vadnagar
• Name of the Head of the institution	Dr. Dilkhushbhai U.Patel
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8866572217
• Mobile No:	9427349691
• Registered e-mail	accollege022@gmail.com
• Alternate e-mail	dilkhushpatel91@gmail.com
• Address	Near Railway Crossing, Station Road
• City/Town	Vadnagar, Dist-Mehsana
• State/UT	Gujarat
• Pin Code	384355
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid
• Name of the Affiliating University	Hemchandracharya North Gujarat University, Patan
• Name of the IQAC Coordinator	Dr. Minaben J. Chaudhari
• Phone No.	8866532217
• Alternate phone No.	7016875819
• Mobile	9428461249
• IQAC e-mail address	accollege022@gmail.com
• Alternate e-mail address	chaudharimina1981@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://cdn.storearmy.com/s/61c16a3f52395ebb411a6216/CD-1686744525010.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://cdn.storearmy.com/s/61c16a3f52395ebb411a6216/CD-1686724417654.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.58	2015	14/09/2015	13/09/2020

6.Date of Establishment of IQAC	15/06/2013

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	D.E.D.F.	KCG, Gujarat	2020-21	50000
Institutional	Finishing School	KCG, Gujarat	2020-212	200000
Institutional	UDISHA	KCG, Gujarat	2020-21	50000
Institutional	Regular Grant	State Government	2020-21	175055
Institutional	NSS	HNGU, Patan	2020-21	13800

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	03	
• 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	View File	
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)

Online teaching-learning platform Conducting online internal evaluation test Corona Awareness (counseling) orientation and maintaining SOP in the Institution Implementation of Academic Calendar Online Webinars in multidisciplinary subjects

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
Formation of Committees and work allocation	Co-Ordinator's of different committees arranged programs accordingly
World Yoga Day celebration	Faculty and students performed yoga at home due to Corona Guideline
To create an online teaching-learning platform	Teaching through Microsoft Teams, Google Meet, You-Tube channels, etc.
To organize an online counseling program	Women Safety counseling and career counseling programs by the Psychology and Commerce Department accordingly online
To organize various extension activities	NCC/NSS/Sports units performed social service activities. Cleanliness Drive, Mask distribution, Corona Vaccination awareness and held camp, Yoga Day, etc.
Republic and Independence Day celebration	Faculty, staff, members of management, and local body members joined to celebrate Republic and Independence Day

13.Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Vadnagar Education Trust, Vadnagar	17/06/2020

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	04/02/2022

15.Multidisciplinary / interdisciplinary

- The institute runs two International Multidisciplinary Peer reviewed Research journals entitiled SOHAM and ATMAJ
- The institute offers multidisciplinary progframs to the students

16.Academic bank of credits (ABC):

Due to Corona, the institute cannot facilitate the students the students with the facility.

17.Skill development:

The institute runs two programs for skill development of the students.

1. Finishing School Program

2. NCC 'C' and 'B' certificate programs

3. Online Spoken English Program

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

The institute offers students Gujarati as a Core Course and Hindi and Sanskrit as Core Elective Course.

History is given to the students for the betterment of the cultural habitant.

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

- To hold periodic extra, co-curricular activities for developing different skills and talents of the students.
- To provide value added education by organizing spiritual lectures to enrich the spirituality and moral values in the students.
- To provide proper guidance about the preparatiion of competitive examination through Entry-In-service (Atmaj Counseling Cell) and other UGC sponsered job oriented programmes.

- To recognize the hidden creative talents of all the students in various cultural activities and thereby providing them a platform to perform and enrich their talents.
- To encourage and help each students to grow and progress by achieving a clear undersdtanding and acceptance of one's strength, interest, abilities, weaknesses, skills and values
- To assist the stud techno;logyn ents with the knowledge of latest trends in the field of information and communication technology (ICT)

20.Distance education/online education:

The institute provided two onliner programs this year

1. Certificate course in Spoken English
2. Certifiocate course in Counseling (Mental Health)

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	282

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	706

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	631

File Description	Documents
Data Template	View File

2.3	277

Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	15

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	00

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	14
4.2 Total expenditure excluding salary during the year (INR in lakhs)	17.60
4.3 Total number of computers on campus for academic purposes	60

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

1. CURRICULAR ASPECTS:
    1.

The college is affiliated to Hemchandracharya North Gujarat

University, Patan curriculum. The initiatives taken up for effective curriculum delivery are as under:

Teaching Plan:

In the departmental meeting of the HODs with the teachers, they prepare copies of the departmental and individual timetables and follow it properly.

Academic diary:

For the effective implementation of curriculum, the teachers work out the syllabus to be taught and write units and chapters in the academic diary.

Inviting experts:

Each department invites and arranges guest lectures of experts. The lectures are based on curriculum.

Feedbacks:

The college takes feedback on college activities and their functioning from the students, parents, and Alumni in a manual format. Their suggestions are taken into consideration and accordingly worked on it.

Infrastructure:

The college has 13 classrooms with LED projectors. There is a seminar hall with up-to-date audio-visual devices with a seating capacity of 500, a digital studio, 3 smart boards, 2 computer labs with 20 students seating capacity in each, and a rich library with a reading capacity for 50 students.

ICT-Based Educational Tools:

The curriculum is delivered effectively through ICT-based educational tools, online teaching through Microsoft Teams, Google Meet, online tests through Google Forms, etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/file/d/1-v2caz1ZCAlq-r60msxNDqNh-ujfq77j/view?usp=sharing

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

The institution strictly adhers to the academic calendar. The IQAC, chaired by the principal, along with all the HODs second, prepares its academic calendar. In. Line with the university academic calendar. As per the academic calendar, we have formed various committees for the better implementation of activities during every academic year. Students' representation has been given weightage in the preparation of the calendar. College plans all the programs from the introduction program to the annual day celebration and Gold medal/ prize distribution function as per the calendar. The schedule of various academic activities of the college continuous Assessment meetings with the stakeholders, as well as internal and university examinations, is published in it. In the departmental meetings of the HODs with the teachers, they distribute copies of the departmental and individual timetables to the faculties. Each department conducts continuous assessment, which includes weekly test assignments, seminars, presentations, group discussions, quizzes, etc. At the time of preparing the academic calendar, suggestions from Alumni, parents management, and educationists are taken into consideration.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://drive.google.com/file/d/1WBex_rX87roPM-lEsoqDbLho2ACt91dC/view?usp=sharing

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	**B. Any 3 of the above**

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

282

File Description	Documents
Any additional information	View File
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)

03

File Description	Documents
Any additional information	View File
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

123

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

123

File Description	Documents
Any additional information	View File
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

The institute integrates various cross-cutting issues in the curriculum for the holistic development of the students in the fields of life. They enable the students to develop interdisciplinary thinking and collaborative learning. The following are the representative activities displaying such cross-cutting issues.

Human Values and Professional Ethics:

- **Every year our college organizes various activities like blood donation camp, collection of expired medicines, cleanliness, and Thalassemia test in collaboration with the Indian Red Cross Society, Ahmedabad.**
- **Various programs on the birth anniversary and death anniversary of our freedom fighters and social reformers are organized on regular basis.**

Environment and Sustainability:

- **Ours is a neat and clean campus.**
- **The institution has installed a solar system to save electricity and protect the environment.**
- **A tree plantation program, a celebration of Ozone Day, World Environment Day, and World Water Day are organized every year.**

Gender:

- The college has a Women’s Cell which carries out various activities with female students at centre.
- A sanitary pad vending machine and used pads destroyer machine.
- The college has anti-sexual harassment cell.
- We celebrate International Women’s Day.

File Description	Documents
Any additional information	View File
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

02

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

02

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	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/file/d/1aJNNhgvXykgFHfMU1FpKnnuF8fZ_CrVc/view?usp=sharing

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

920

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

720

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

2.2 - Catering to Student Diversity

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

1. In our institute we identify slow and advanced learners by conducting the first internal test and various activities like:
2. Past academic history/ Parents feedback
3. Performance in assignments
4. Online Quiz
5. Counseling
6. Orientation Program
7. Student’s involvement in academic and curricular and extra curricular activities
8. Faculty feedback
9. Involvement in the classroom activities.
10. The institution is having a system in order to take extra care of the students who are weaker than the average students and guide better students through study materials. On the bases of various activities/tests, the departments divide them into two groups of Advanced learners and Slow learners. Then onwards, apart from regular teaching, these two groups are treated with different strategy. The slow learners are taken special care so that they can be brought to the level of mainstream student. The advanced learners are guided. These advanced learners are also encouraged to participate in seminars,

conferences, workshops, and University camps held at other colleges in the state. They are also motivatedfor competitive examinations like GPSC, UPSC.Here it should be noted that due to Covid-19 pandemic students are given online guidance in related subjects. Teachers created their own educational videos on their own channel on YouTube.

File Description	Documents
Link for additional Information	https://docs.google.com/document/d/1pUNY5D0tYcdK7b5FN0qjpgrVczI9W38c/edit?usp=sharing&ouid=105879359556490523509&rtpof=true&sd=true
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
1810	22

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

The institute considers students at the center of everything. They are the real stakeholders of the institute. All the academic, co-curricular and extra-curricular activities are held in view for their overall development. Students’ enthusiasm, involvement and willingness make learning more students centric, inter active, experiential, and participatory. Due to Covid-19 pandemic, in the year 2020-21 classroom lectures were not possible. Use of laptops, ICT and Smartphone was done to teach students Online through various platforms like Microsoft Teams, Google Meet, Teachers’ Educational Videos on You Tube.

- The teaching learning is students’ centric.
- Online display, Oral examples, PPT, discussion, Question-answer, assignments, project work ...such tools are used. Grammar and language skills are taught.
- Lecture method is used.

- Students are given project work, assignments to complete at home.
- Practice material is provided.
- Social work through NSS, NCC activities.
- All- round personality development through above activities.
- Students are encouraged to participate in various subject webinars to enhance learning experience.
- Various departments conduct several activities like online webinars, elocution on current issues, group discussion, and corona quiz. Such activities develop logicality, skills of expression, thinking power among the students.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://drive.google.com/drive/folders/1J9EpfweUIEswmcHBE7kdljKkN_zxa7K5?usp=sharing

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

Teaching-learning is a two-way process. It requires innovation and creativity from the teachers' side and active participation from the student's side. The teachers make use of multi-media teaching aids like OHP, LCD, Computer, etc. for effective teaching. The IQAC allocated work to the faculty to implement online education through WhatsApp groups.

Dr. Dinesh Patel practically showed faculty how to use the Google Meet Platform. Another training from the Gujrat government was organized for the online platform Microsoft–Teams for faculty.

Registration of students in Microsoft teams Platform.

Registration process was completed for the students; semester-wise and subject-wise.

Dr. K. H. Patel prepared timetable and circulated it on WhatsApp groups

Students were given detailed ideas and information on how to use the lecture link and how to attend lectures.

Faculty must adhere to the timetable and take lectures online.

Questionnaire and Study material is prepared in each subject and posted on the WhatsApp group of students.

The online internal test was conducted through Google forms in each subject. Results were prepared. Then weak learners were taken extra care. The students were given online teaching, study material, M.C.Q type questionnaires to improve the subject knowledge. Educational video link is provided tostudents.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://drive.google.com/file/d/1M8yAyNS0TK3nW60IXqiZ1o220AhTPFGO/view?usp=sharing

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

18

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

2.4 - Teacher Profile and Quality

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

16

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

16

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

256

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.

- University implemented a semester system at UG and PG levels with Choice Based Credit system (CBCS) and the college follows the same pattern.
- The college has implemented internal tests, assignments, project work, internal examination...etc.
- Examination Committee arranges examination and make necessary reforms.
- Due to Covid -19 Pandemic, classroom examination was not possible. So examination committee planned to take online internal test of various semester through Google forms.

- The online internal test conducted through Google forms in each and every subject. Question paper were prepared on Google forms, link of Google forms were generated on WhatsApp groups of students. Students were informed and oriented how to appear for online tests.
- The data from google sheets collected. Results were prepared.
- The details of the evaluation are communicated to the students. 20+5+5 internal marks pattern is followed.
- Marks of each test are displayed on the notice board as well as circulated in the groups. Computerized mark sheets are prepared for each semester and displayed on the notice board.
- University examinations contain 70 marks of weightage.
- Faculty members themselves drew and checked internal examination papers.
- Demand for re-assessment is forwarded to the university in a prescribed format.

File Description	Documents
Any additional information	View File
Link for additional information	https://docs.google.com/document/d/1tWiPCqKG_8xZc4hGy4bDmkqsSa2nzMWx/edit?usp=share_link&ouid=105879359556490523509&rtpof=true&sd=true

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

1. Institution Level:

- Due to the Covid-19 pandemic, online internal tests were conducted through google forms, and links to the related paper were sent to a WhatsApp groups.
- MCQ type question-answer pattern of the online internal test was followed.
- The teachers prepared an internal-mark sheet of their own subject without any partiality.
- Retest was arranged for the students who missed the first test due to technical reasons or illness.
- If any student feels a grievance, he can apply to the examination committee in written form and the faculty member re-look at his answer paper. This process is done in one week.
- Internal marks are displayed on notice boards and also posted on WhatsApp groups of the student’s semester-wise and subject-wise.

- The internal mark sheet is uploaded to the university online.
- Absent students can appear for a re-test.

1. At University Level:

- During the university examination above pattern is followed and two senior members remain present from another college as a member of the university squad. In case of any misconduct, they take necessary action.
- The student has the right to re-evaluation or re-totaling or re-assessment according to the rules of the university examination after filling out forms and necessary procedures.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/1Dx7kT8m56vnXbNQ43DZGyZk1F9lxI8Cv/view?usp=sharing

2.6 - Student Performance and Learning Outcomes

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

All programs offered by the college are made aware to students and staff :

- At the beginning of every academic year, the college arranges Induction Program or Orientation Program for the students of B.A. and B.Com. sem.1.
- Classroom seminars,assignments, academic tours, Unit tests, weekly tests, and add-on courses are the other tools to understand and learn the benefits of the program opted for by the students.
- Every Year, lectures by Experts are arranged regularly.
- Action plan of each department is prepared at the beginning of the academic year.
- U.G. Program:

- To enrich knowledge and experiences so as to handle the challenges of life.
- To familiarize the students with the knowledge of human rights and duties.
- To develop life and employability skills.
- To shape the students to add cultured and civilized members to

society.

- To Provide basic knowledge of various languages like English, Hindi, Sanskrit, Gujarati, and subject such as History, Economics, Statistics, Psychology, Accountancy, etc.
- P.G. Program:

- Understand how the studies in Humanities have led to various cultural, social, economical, political changes over last few centuries.
- Acquire a deep knowledge in the subject of study.
- Dissolve differences & inequalities due to caste, creed and religion, social status, etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/drive/folders/1FiiaH6XoX2tqkHx6pITzLjeIyCnNZ79C?usp=sharing
Upload COs for all courses (exemplars from Glossary)	View File

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

Throughout the semester, the faculties while teaching see to it that a successful bridge is established between the faculty and the students. Here it should be noted that the average result of our institute for the last five years is either higher to the average result of the mother university or similar to the average result of our university.

Direct Method:

In direct assessment, the course outcome is assessed through internal examinations and final examination at the end of the semester.The overall Course Outcome is calculated by taking an average of the percentage attainment of internal assessment and final examination.

Indirect Method:

This feedback serves as the genuine opinion of the teachers and institutional mechanism. 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 the Course Outcome of the respective subject. The college has the following mechanism:

Result analysis

- **Remedial Coaching**
- **Student Counselling**
- **Identification of advanced learners**
- **Mentoring the slow-advance learners**
- **Personal Counselling**
- **Feedback mechanism of syllabus from students and teachers andaction taken report.**

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/file/d/1ICptKNVCgFhl5jTVe29s9YcVe8uhxKr5/view?usp=sharing

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

243

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	https://drive.google.com/file/d/1Bs-pr55S1n3dhBleasm3NB6mTd4J6Aqc/view?usp=sharing

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may

design its own questionnaire) (results and details need to be provided as a weblink)

https://drive.google.com/file/d/1A920edv2OmUZBTMPaHZc6m1M7FTzCO0V/view?usp=sharing

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	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 departments having Research projects funded by government and non government agencies during the year

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://docs.google.com/spreadsheets/d/1Iz-xYHPLjnM6_vuBb0pFkUWl1zHDxa-9/edit?usp=sharing&ouid=105879359556490523509&rtpof=true&sd=true

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

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

07

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

38

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

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

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

00

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

3.3 - Extension Activities

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

NCC cadets, NSS volunteers, and other students of the institution served as corona warriors. They had done the following activities to serve the society and nation.

- **Cadets worked with the police department during the lockdown and the covid-19 pandemic.**
- **Volunteers worked with the health department in a vaccination program. They distributed masksand tonic 'Ukalo' during the lockdown and helped the needy people by providing them the hospital services surrounding the areas of Vadnagar.**
- **The psychology department of college arranged several webinars to come out from the plight of the corona and to sustain the physical as well as the mental health of the people.**
- **Birth Anniversary of Swami Vivekanand, Mahatma Gandhiand Subhashchandra Bose was celebrated.**
- **72 Republic Day was celebrated in the college campus in which Leaders, Officials, Society, and students remained present. N.S.S, N.C.C, Sport,**
- **Celebration of 'Aazadi no Amrut Parv' with various competitions like Essay writing, Quizzes, elocution, etc.**
- **Celebration of International Women's Day.**
- **Various Generic courses regarding Environment, Indian History, Personality Development, Environment and Sustainability, General Knowledge, etc. along with other EG Courses have been introduced in the curriculum of our university for our students.**
- **The vaccination camp was organized twice in the college.**

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1M8tVqMHdW3U5QE0xc_iKCIaQV8EIIciE/view?usp=sharing
Upload any additional information	View File

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

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

15

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

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

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

18

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

645

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

3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

04

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 institution has adequate infrastructure and physical facilities to fulfill the requirements of the students.

- **Total campus area of institute is 2.82 acres.**
- **There are three rooms at the entrance of the college, IQAC, NSS, NCC respectively, indoor gymnasium and computer lab exist**

upstairs. The ground floor consists of, Principal's chamber, clerk office, Psychology Lab, classrooms, Girl's room, Library, staff room, Exam room, research center, Professional Training Program and utility. Every classroom has LED projector with Wi-Fi connection.

- The first floor consists of Language Lab and with computers, and classrooms with LED projector.
- There is a seminar hall with the seating capacity of 500 at once with the sound system and LED projector.
- The institute has computerized library.
- The Institute has Digital Studio, 60 computers, 15 LCD Projectors, Speakers, a sound system, 3 interactive panelboards, audio-video aids, microphones, scanners, 9 printers, Duplicators, 02 Xerox machines, pen drives, UPS, USB, Web Camera, Digital camera, and CCTV cameras,NAMO Wi-Fi facility & RO Plant installed in the college.
- The premises of the institute is covered with one beautiful garden having herbal plants and trees also.
- The facilities like Canteen, Parking for the staff and the students, etc. are also there in the premises.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1O_0MiGCiqKHz8ej4uYhfJ4tX0Yt6VBc9/view?usp=sharing

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

Our institution has adequate facilities for cultural activities, sports, indoor and outdoor games, etc.

Cultutral Activities:

The institute is having facilities like Auditorium Hall with stage, sound system, musical instruments, etc. for facilitating the cultural activities. The Saptdhara and Cultural Committee focus on polishing the skills of students. Under Saptdhara, an initiative of KCG organizes various cultural activities under Natyadhara, Geetsangit- Nrutyadhara and Kalakaushalydhara throughout the year on various occasions. Many of our students participate at university

Youth Festival and represent the university at zonal level every year and achieve first, second, third rank number of times. The institution organizes Annual Day and Traditional Dress Day, Navratri every Year.

Sports

The institution has always tried to produce students who become part of the University and State level teams. The Physical Director conducts intercollegiate tournaments and Annual Sports Day every year. Necessary playgrounds, equipment, kits, and sportswear are all provided with. Both students and faculty use the indoor gymnasium. Our college got the championship in volley Ball inter collegiate tournament for the last ten years

.Indoor Games:

Outdoor Games:

Yoga:

Health and Hygiene:

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1uJtvhei17hNu41NADzpUTIqcoIxF9zet/view?usp=sharing

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

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1m_Xz1Imzb1qMSrJ2Qd7PN5VUDiriYfvQ/view
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)

9.44

File Description	Documents
Upload any additional information	View File
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 college has a library committee to take care of the issues related to the Central Library. The principal is the Chairperson, and the Librarian is the co-coordinator of the committee. All the Heads of the Department are members of the committee. The library is automated using Integrated Library Management System (ILMS)The following are the details of ILMS.

- **The College has a good collection of books and magazines with newly added every year.**
- **ILMS software: Soul Software**
- **Total number of computers for students' access: 05, printers for public access: 02 andInternet band width/ speed 40 mbps**
- **A wide repository of books, CDs, educational videos, films,**

newspapers, rare books, e- resources, previous years' Question Paper etc.

- The Institution has a good collection of about 27957 books including reference books.
- Special sections of books earmarked for NET/SET Coaching, Remedial Studies, State Public Service Examination, Civil Service Examination, Career and Counseling Guidance.
- Availability of issue slip, barcode printer and barcode reader, systems for internet browsing and specific National journals on most of the subjects taught in the Institution.
- Regular activities like book exhibitions, GK Corner, Wallpaper and magazine display, Availability of Daily newspapers.
- Library Blog: http://accollegelibraryvadnagar.blogspot.com/search/label/News

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://drive.google.com/file/d/199KX3Udrhavvb1bos17I4gXbLbCsD9dw/view?usp=sharing

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

File Description	Documents
Upload any additional information	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)

0.82815

File Description	Documents
Any additional information	View File
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

4.5

File Description	Documents
Any additional information	View File
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

The Administrative office is fully automizedand clerks are facilitated with computers, printers, barcode scanners, etc. Students can be admitted through the website of the college. Library has its own blog to aware the students of the old papers of institution as well as university.

- **The Computer Laboratory is developed under The Digital Educational Learning Laboratory (DELL) established with the help of state Government is facilitated with 25 computers.**
- **The Central library is the heart of the institution withsoftware SOUL 2.0 to make easy access to resources. The Institution has also facilitated central library with computers, printers, barcode scanners, and internet connection.**
- **The Campus Wi-Fi SYSTEMS with the help of 03 routers is ready for internet usage.**
- **The Government Provided a 100 Mbps Internet Facility under NAMO WiFi Scheme with 06 routers for Students**
- **The Institution has developed a Dynamic Website, which includes online admission, examination information, feedback, results, scholarship, etc.**

- In Career Guidance Cell (Udisha), internet connection, printer along with information regarding latest career development schemes.
- Well Equipped classrooms with LED projectors, Computer Lab, printer, etc. are available.
- Laptop and Internet facility is provided to Principal and IQAC Coordinator for data portability.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1NCdvw0pBWfKrXISfGqySoygsKMqGAjX0/view?usp=sharing

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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)

67.01

File Description	Documents
Upload any additional information	View File
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.

Library facilities are open to the students of not only our college but also students and researchers of other institutes and even outside members. A register is maintained to keep a record of all the readers.

Under the guidance of the Director of Physical Education and Sports Committee, monitoring and maintenance of Sports Facilities is done regularly. Common facilities like Ground, Gymnasium, and running track are maintained.

ICT and Internet

The college has a comprehensive IT policy regarding service, data, and network security. The Computer Instructor addresses internet broadband connectivity and Wi-Fi problems. The Dynamic College Website, INTRANET facility are maintained.

Classrooms

The Principal, the IQAC, and the faculties of the Campus Development Committee oversee the maintenance of the classroom equipment. Senior students and student representatives of each committee take care of preserving facilities in the college intact.

Language Lab

SCOPE exams are conducted two times a year.The students are allowed under the supervision of language teachers only. Due to the lockdown and change of fee structure, no students are registered this year.

Seminar Hall :

The Seminar Hall is used to organize small functions like various

competitions at the college level, meetings of Alumni or Parents' Associations, etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1RTgDGcPo3kB4jKD_7sUR5FAwrnZxhfbY/view?usp=sharing

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

2031

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

0

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

B. 3 of the above

File Description	Documents
Link to institutional website	https://docs.google.com/spreadsheets/d/1W8Vfy_zZ8mlThPKSVdYRWOCYYIADWQMV/edit?usp=sharing&ouid=105879359556490523509&rtpof=true&sd=true
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

475

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

30

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

18

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

85

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

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

00

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/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 major objectives of Student Council are as under:

1. **The Student Representatives play an important role in maintaining the code of conducts of the Institution by reporting any disciplinary issues to the committee members and higher authorities.**
2. **The Student Representatives help the class teacher in conducting class activities smoothly. They help them to facilitate in handling Unit Tests, assignments as well as attendance of students.**
3. **They become auxiliaries to develop skills of students by involving them in the planning and implementation of academic and co-curricular activities.**
4. **They help to cultivate the learning process through practical experience that encourages and makes students more confident. It also improves their communication and leadership skills.**

Every year each department nominates one-boy and one-girl representatives based on their merit along with active participation in NSS, NCC and Cultural activities. Based on the merit the Principal and Faculty members select various students as teachers for the celebration of Teachers' Day. Best Boys - Best Girls are felicitated in Annual Day celebration function. These meritorious students also become inseparable part in organizing various academic, cultural and extension activities.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1G-TxFRwUKRKE-3VLRm980Q5L3LZ-rrap/view?usp=sharing
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

00

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 Alumni Association has a strong mechanism. It acts as a bridge between former students, current students, and stakeholders. The annual alumni gathering normally takes place in the celebration of the Annual Day function of our Institution every year. The Annual Day is generally fixed to ensure maximum participation of the members. These alumni are invited to the annual meeting through personal contact. Moreover, these alumni are always ready to help the students of the Institution. The main aim of this association is to promote and foster interaction amongst the alumni, faculty, and present students to raise the Institution at different levels and so to help fellow alumni through various initiatives. Additionally, such groups often support new alumni, and provide a forum to form new friendships and relationships with people of similar background. Alumni generously support Institution activities with their time, expertise, finance, and enthusiasm.

The association proposes to do the following activities:

To arrange an annual get-together during the annual day and honor the alumni who have secured a prominent position.

Alumni give their suggestions for improvement and development of the Institution.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1VBUTtaaaOCLdb02c0DNK3SxpsPTOdG_0/view?usp=sharing
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

Vision

To impart higher education to the local youths, especially to those girls who live in and around remote rural areas, to prepare them in the context of social and economic needs. The institution tries to develop the overall healthy personality of the students to contribute in the development of the nation.

Mission

The mission of our institute is committed in the path of empowerment of rural youths (especially girls) through access to quality higher education, enabling them to develop educationally intellectually, socially, and morally to inculcate in them the values of social, economic, and national responsibilities.

Quality Policy:

V.N.S. Bank Ltd. Arts and Commerce College, Vadnagar was established in the remote part of the North Gujarat, 54 years ago with the noble aim of serving the basic educational needs for the economically and socially retroflexed students. The governance of the institute is reflective in various activities like participating in academic, sports related and cultural activities, counseling sessions,

mentoring, activities of Women Cell etc.

Nature of Governance:

Students are encouraged to participate in workshops for self-development. The President, the Secretary, the Principal, IQAC and the faculty invest collective efforts bringing in a conducive academic atmosphere in the college.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/13BfEB2NlRhTmfGTPqzJLOyq_rvvZmLAB/view?usp=sharing
Upload any additional information	View File

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

The administration of the institution is decentralized. The Management, the Principal, the IQAC and faculties work in tune for implementation of policy and plans.

At institution level various committees have been constituted to plan and monitor the functioning of different departments like Students Grievance Redressal Committee, Discipline Committee, Library Committee, Research committee and Campus Development Committee etc.

The students of the institution also play an effective role in the constitution of various committees. Even the suggestions from the Alumni, parents and employees are incorporated by the institution.

Collaborative Autonomy to the Departments

Every department is given autonomy and flexibility to conduct various activities within the department like Workshop, Project work, Seminars, Mentoring program etc. Participatory management is achieved in this institution through transparency and reliability.

Decentralization and participative management during College Annual Day :

The President and the Secretary are present and through the presentation of the annual report all stakeholders are made aware of

the activities and achievements of the institute. Due to the corona, Annual Day celebration could not have been performed this year.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1NFfM5CoRyOnbgg6U5j53eLpjqGjyoJGi/view?usp=sharing
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Introduction of New Program:

Finishing School Program has been introduced to enhancelife and employability skills of students. UGC Sponsored COC Spoken English 20 credit HNGU Patan affiliated program is also introduced. Due to Covid-19, Online lectures were introduced.

1. Improving Infrastructural Facilities:

The principal ofinstitute is a liaison between the StaffStudents and Management. Infrastructure requirements (Academic, Research, Physical) for the institute are conveyed to the management and the principal sees to it that they are fulfilled.

1. Enhancing Research:

Articles of the researchers are published by the institution in SOHAM or ATMAJ Multidisciplinary peer Reviewed International Journals. Every year articles are also published in the institutional journal with ISSN.

1. Employability of the Students:

A placement fair, online fill-up form facility, coaching regarding various competitive exams, and reading materials are also provided to the students. Under UGC-sponsored Entry-In Services, Udisha Club, and Carrere Counseling Cell, various job-oriented programs are organized regularly.

1. Co-Curricular and Extra-curricular Activities:

Through NSS, NCC various awareness programs are organized. Students

are also given trophies, certificates of appreciation, and medals on the college's annual day.

1. **Alumni Association and Parents' Association:**

Suggestions of these two associations are properly taken into consideration. Financial assistance is also given by them.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/file/d/1lVJVlK3J_2w-dSoDhUawXXH2Z3KafXY4/view?usp=sharing
Upload any additional information	View File

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.

Vadnagar Education Trust has transparent and democratic structure for effective and efficient administration. The governing body of the institute is headed by President Shri Ramdasbhai Gandhi and Secretary Shree Dalsukhbhai Patel. The governing body is the torchbearer and patron of the institution. We lost both of these pious souls in the corona.

Organizational Structure of our College:

The principal is the Administrative Head of the College.

The IQAC is formed in accordance with the Guideline of the NAAC. The IQAC looks after the matters regarding the maintenance of quality of education in the college.

The College has five departments. The Departments are run by the Heads and the faculty members. The Administrative office is run with Senior clerk, Junior clerks, peons and watchman.

For different curricular and co-curricular activities, various committees of teachers are formed. NCC, NSS, Women Cell, Anti ragging Cell, Anti-Sexual Harassment Cell, Sports Committee, Cultural Committee, Grievance Redressal Cell, Poor Student Relief Fund Committee are chief of the main committees.

Service rules of the HNG University, State government and of the college management are applied in administration, recruitment and in all other matters. All recruitment, promotions and retirement policies are as per the State Government rules.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1n5Hdfl8y5YwBMsOKHe9g65grg9hgewPA/view?usp=sharing
Link to Organogram of the Institution webpage	https://drive.google.com/file/d/1n5Hdfl8y5YwBMsOKHe9g65grg9hgewPA/view?usp=sharing
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	**B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
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 institution provides a lot of welfare schemes to its staff and has been taken various measures for teaching and non-teaching staff.

As per State Government Rules 12 days of casual leave are available to the teaching staff and 15days for non-teaching staff. The non-teaching staff avail 30 days of Earned Leave every year. 20 half pay leave or ten days leave can be commuted every year by every employee.

Provision to grant duty leaves is there to all the staff members to attend various Training Programmes/ Orientation/ Refresher/ FDP/ Workshop/ Seminar/ Examination / Election duties as per the Government rules. Even T.A. and seminar registration fee are also given by the institution.

Lady teachers can claim six months' Maternity Leave as per Government rules Male teachers can claim Paternity Leave as per Government rules.

Government offers various mandatory Insurance Schemes to the staff

Additional Facility of library is provided to teachers conducting research. Grievance Redressal Cell takes care of the complaints of the students as well as staff. Anti-Sexual Harassment cell for prevention of Sexual Harassment of women at workplace. Parking Facility is available for staff and students.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1-HqEQYuPg6Gymd65kanbsiYQuLwdUfUh/view?usp=sharing
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

0

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

5

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

10

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	View File
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

It is a mandatory process for every teacher to have the self appraisal form furnished by UGC as per regulation 2010. It evaluates the involvement of the teacher in the extracurricular and

cocurricular activities. Participation in seminars and conferences; presentation of papers in seminars and publication of articles in journals and involvement in extension activities are also assessed at this juncture. The self-furnished appraisal form is then handed over to the Head of the Department who transfers it to the IQAC.

The Teacher's Diary is also an assessment mechanism, evaluated by the HoD and the Principal. It is a record of the teacher's work throughout the year.

On the bases of the statistics of the results of Semester exams, the Principal tries to judge the performance of the teacher and discusses the matter with the concerned teacher personally. He guides the teacher for improvement in his/her performance.

The performance of the non-teaching staff of the college is assessed based on a general feedback form filled by the students and parents about the college. Training program related to life skill and computer skill is also conducted by college management from time to time.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1I9LhjFHb05gHhkhlHsFOtO6pItk2pssZ/view?usp=sharing
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

At the end of every financial year, the annual financial statement is prepared and sent to the authorities in the Department of Education. The college management has even appointed an internal auditor for the internal audit of the college. After the scrutiny and checking of the expenditure of the institute by an internal auditor, it is forwarded to the recognized CA. Here it should be noted that every year, in time audit of the institute is done.

The college seeks the services of the External auditor for interim audit in September and Final audit in March every year. The audited report is sent regularly to the concerned officer of the Education department.

After the completion of the specified period of a Special Development Grant from UGC, all the files relating to that grant are submitted to our external auditor, Ashvin Yagnik, Mehsana, a qualified Chartered Accountant for verification and audit certificate. These certificates and statements of account are submitted to the UGC.

An auditor Mr. Hareshbhai Kansara from the management visits the college at end of every quarter and verifies the accounts, prepares the journal and ledger and submits a quarterly report to the Management.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1oIh5OCUOARM-U_TQ9H5opOjC6Bs8FIrm/view?usp=sharing
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)

00

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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

Various strategies for mobilization of funds:

- **Scholarships from central/state governments**
- **Central/State Government fund under various heads.**
- **University assistance for different activities**
- **Contribution from teachers, donors and parents under Poor students' relief fund**

- Financial assistance from Management, philanthropists

Various ways of utilizing funds :

- UGC funds are deposited in separate bank accounts and utilized as per the heads which is sanctioned by UGC.
- Students' scholarships from Government and private agencies are distributed only through bank accounts
- Most of Items are purchased through GEM and payment is paid through PFMS.
- The income from fees is spent on the maintenance of the purchased equipment, furniture, library maintenance, sports facilities and updating of other facilities.
- Contribution of teachers and donors are provided to support financially backward open category students.
- All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheques.
- College maintains an annual budget system and internal-external audit for the effective and efficient utilization of available financial resources.
- Collection of tuition fees, purchases of books, stationeries, equipment payment of bills etc. are done through centralized accounts department.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1RB3vbYMQ_1551ffNZMKxlwIYdyezf8Xf/view?usp=sharing
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes, as per the guidelines by NAAC. Academic and administrative planning is done in the meetings held by IQAC. During the year 2020-21 following quality initiatives were conducted by IQAC:

- Online Teaching-learning, evaluation process
- Workshop cum Training for the faculty to use online platform for online teaching

- Corona awareness initiatives
- Masks and food kit distribution
- Support to medical team in vaccination programme in the surrounding area
- Cleanliness Drive
- Voter Awareness Programme
- Republic Day celebration
- Celebration of various days

1. Workshop cum Training for the faculty to use online platform for online teaching-learning and evaluation process:

They were oriented regarding various meeting software/platforms like Microsoft Teams, Google Meet etc. Guidance was also provided regarding how to conduct online evaluation tests.

1. Cleanliness Drive:

To make students aware about importance of cleanliness, NSS units' volunteers participated in one day cleanliness drive in the campus and class- rooms, under the leadership of NSS program officer. The students enthusiastically performed this service. They were also oriented regarding cleanliness of the hands, body and home regularly and frequently in the pandemic condition due to corona.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1UcDWXrZ8c5aIzPTY0JW3UwshBPalikFK/view?usp=sharing
Upload any additional information	View File

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

The IQAC of the College undertakes the analysis of this feedback. This feedback includes both content and methods of teaching, teachers' strengths and weaknesses in teaching.

Each year toward the end of the second semester, the IQAC undertakes the annual academic and administrative audit. This is done by collecting information regarding the various developments in the College during the year as per the NAAC criterions.Implementation of teaching-learning reforms facilitated by the IQAC:

The IQAC in its annual Plan of Action 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. During this period the College launched four new programs MCom (Accountancy)and M A.(Gujarati and Economics, and Psychology).

The college has encouraged its faculty for quality publications in the peer - reviewed journals and for quality books.

Under Career Counselling Cell, guidance and special coaching regarding various competitive exams like NET, GSET, Teachers Aptitude Test, Teachers Eligibility Test, Junior Clerk, Talati, etc. are given to the students.

The College has a clear set mechanism of obtaining the feedback from the students to improve the performance of the institution.

07 webinars and 1 workshop have been organized.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1zrWkamR8R4mIFWCr0C04DOzVVrQ9J4O-/view?usp=sharing
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	https://docs.google.com/spreadsheets/d/1rDcd-ovYHP_qNUGnYcfvMO1B2Rkw4HsP/edit?usp=sharing&ouid=105879359556490523509&rtpof=true&sd=true
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

To promote gender equity, the students of the college are given various facilities and special attractions.

- **Identity Card is compulsory for all students.**
- **The campus is under CCTV surveillance. More than 48 CCTV cameras spread over the campus ensure the safety of students and their vehicles.**
- **CWDC provides a common platform for the girl student to come to gather and share their views. The seminar on Women’s Safety was organized online this year and vafrious programs.**
- **Programs like Traffic Awareness Week, general awareness about Anti -Ragging, road safety, women’s security,**
- **The institute also organized expert lectures of local female gynecologists to guide girls’ students on health and hygiene-related issues.**
- **As per the guidelines of the central government, Anti Ragging Cell has been established. Though, ragging in any form is strictly prohibited inside the college campus.**
- **Student Grievance Redressed Cell is one of the best - mechanisms for redressing the complaints of the students. Every CWDC organized a visit to the police station with the girl students.**
- **The Girl’s Room is provisioned on the ground floor with the sanitary pad machine and other needs of the girls’ students.**
- **Complaints box and first aid box are also put in the college**

building.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1ZyAOCk-Obu4YOmVZ0511fHy4nYmZl1x9/view?usp=sharing
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://drive.google.com/file/d/117wkGLOF03DKLzixXnHfOrccLtzivgpr/view?usp=sharing

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	A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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 methods adopted by the Institution to handle waste material graded as solid, liquid and e-waste are as follow:

(1) Solid Waste Management:

1. Each classroom/staffroom/office/library is provided with a dustbin, which is regularly emptied. Most of all the solid waste is biodegradable and in the form of leaves and papers which thrown into the dug pit and converted into natural fertilizer by providing a suitable environment.

2. The institution follows ‘Green Protocol Initiatives’ while conducting seminars and other events. Students and faculty are encouraged to use steel lunch boxes.

3. Proper maintenance of infrastructure and timely repair of furniture is done to minimize solid waste.

4. Used papers and newspapers are sold for recycling.

LIQUID WASTE MANAGEMENT:

As ours is an Arts and Commerce Institution, the liquid waste is not generated.

E-WASTE MANAGEMENT:

Electronic goods are put to optimum use and the life of the electronic items is extended by proper up-gradation and maintenance. As such, there is minimum generation of e-waste. E-waste is minimal as the staff and students are not encouraged to use CDs and other temporary e- resources. Most of the information is shared through online or through web and hence the e-waste is minimal.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1eMNYcMtjSbHI9pZc-C399K7PMA_fpO9A/view?usp=sharing
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for	A. Any 4 or All of the above

greening the campus are as follows:

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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	View File

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

B. Any 3 of the above

reading material, screen reading

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	View File

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).

Under Unity in Diversity and Ek Bharat Shrestha Bharat, the following are the initiatives taken by the institute to create an environment of tolerance and harmony towards cultural, regional, linguistic, and communal socio-economic field.

The Institution has made a regular tradition to organize the following activities related to the national festivals, birth/death anniversaries of the great Indian personalities:

1. **Gandhi Jayanthi is regularly celebrated by our Institution. International Non - Violence Day is celebrated inform of birth anniversary Gandhi Jayanti on 2nd October to createenvironment of tolerance and harmony.**
2. **International Yoga Day: Our Institution ground has been witnessed replete with students on 21st June to celebrate the International Yoga Day.**
3. **Teachers Day (5th September) is celebrated on a grand scale in the Institution.**
4. **National Unity Day is celebrated on 31st October as the annual commemoration of the birthday of Sardar Vallabhai Patel. Staff and students take the Unity Pledge on this occasion.**
5. **Children’s Day (14 November) Celebration.**
6. **Independence and Republic Day - flag hoisting ceremony, oathtaking, and motivational speech, and live interaction.**
7. **Gurupurnima Celebration is one of the unique functions for our students.**
8. **Various Departments of the Institution celebrate various birth and death anniversary of the famous writers.**

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

Students are interested in many games such as cross country run, kho-kho, kabaddi, volleyball, etc. The students participated at inter Institution; inter-university and zones level and secured prestigious ranks as well as championships in different competitions.

Frequent Blood donation camps, regular Rural Educational Up-liftman programs through Village adoption activity and Daily Prayer in every classroom starting the study, active teaching-learning process, students' awareness programs for Competitive Examination, etc. are other distinctive performances the Institution keeps at regular intervals.

Tree Plantation Week starts from World Environment day - 5th June.

Indian Independence Day, Indian Republic Day and Gandhi Niravan Day are celebrated with an environment of nationalism.

National Voters Day is celebrated on 25th January.

International Blind Day and Divyang Day are also celebrated with collection of financial contribution from staff and students and sent for the welfare of Blind people. Divyang students of college are treated with sympathy and given priority in various co-curricular activities.

In collaboration with Manav Utthan Trust, vadnagar, Indian Red Cross Society and Red Ribbon Club, the college organizes various programs like aids awareness, Thalassemia awareness, save the water awareness, trees plantation, ethical values, etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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	View File

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

The Institute arranges:

1. **Our Institution ground has been witnessed replete with students on 21st June to celebrate the International Yoga Day. The Institution organizes Yoga Training classes for the students and staff prior to it.**
2. **Gandhi Jayanthi is regularly celebrated by our Institution. This pious day begins with Bhajans of Gandhiji.**
3. **Teachers Day (5th September) is celebrated on a grand scale in the Institution.**
4. **National Unity Day is celebrated on 31st October as the annual commemoration of the birthday of Sardar Vallabhai Patel.**

5. Independence and Republic Day - flag hoisting ceremony, oath-taking, and motivational speech, and live interaction.
6. Gurupurnima Celebration is one of the unique functions for our students.
7. Various Departments of the Institutioncelebrates the various birth and death ceremonies of great writers and Geeta Jayanti every year.
8. Gita Jayanti is regularly celebrated with great enthusiasm. On that day, students participate in various activities on the importance of Bhagvad Geeta in our life.
9. Rakshabandhan is also celebrated bycollege in whicheminent speaker from this organization delivers his speech on the importance of Rakshabandhan.
10. International Womens Day is celebrated on 08 March every year to acknowledge and honor women around the world for their contributions to the society.

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	View File

7.2 - Best Practices

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

Best practices: 1 Title: Students Served as Corona Warriors

Volunteer students were allotted different duties by the institution like

1. NSS/NCC cadets for the survey as well as Mask distribution in Shekhpur and Chhabaliya Village
2. NSS Volunteers for Vaccination help in the institute, Anart Vidyalaya, Surrounding villages of Vadnagar as well as the citizens of Vadnagar
3. NCC Boy cadets for Police Department.
4. Survey and mask and Tonik Ukalo distribution in Surrounding areas of Vadnagar.
5. Sarpanch of Shekhpur and Chhabaliya village appreciated and awarded a certificate to the institute.

Best Practices: 2 Organized webinars in various disciplines

1. **Avoiding Plagiarism Strategies and Techniques on 25th July 2020**
2. **Three Days workshop on Gujarati Bhasha Kaushal from 19th to 21st October 2020.**
3. **Thoughts and Works of Gandhiji and Sardar Patel from 13th to 15th October 2020.**
4. **Business Start Up from 2nd to 6th October 2020.**
5. **Mental Health of Women on 10th October 2020.**
6. **6 Days Certificate Course in Counseling (Prabodh Kaxa) from 28th September to 3rd October.**
7. **‘Chal Jivi Laie’ held on the day of World Suicide Prevention Day on 10th September 2020.**

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Role of Library to fulfill vision and mission:

The richness of the library is such that it has nearly 27597 books, magazines, newspapers, audio - video material, internal and university previous exam papers, manuscript, rare books etc. The library is enriched and well equipped with OPAC. On the first floor at the entrance of the building, a reading hall with the capacity of 50 students with 05 computers and wi-fi internet facility is available. Book exhibition, celebration of various days, guest lecture, workshop on reading and writing skill, book review etc. are the regular activities done by the college in collaboration with library committee.

CDWC of the college organizes various programmes related to empowerment of women. Girls' students are encouraged to participate in NSS, NCC, Saptdhara and sports.

To develop the overall healthy personality of the students, the college organizes various value, skill and employability based programs from time to time. Participation in co-curricular and extension activities always helps students to highlight their hidden

potentiality.

Theattitude of the students has changed towards society in terms of responsibility and sensitivity. They extend their services for public welfare or for the needy whenever they get an opportunity.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- **To encourage faculty for more research and publication**
- **To make ICT based teaching-learning process more effective.**
- **To update the physical facilities of the college.**
- **To encourage students for participating in sports and cultural activities.**
- **To focus on life and employability skills related short term Add-on courses.**
- **To organize various extension activities**
- **To organize women empowerment programs**
- **To Make use of online platform for Teaching-learning, study material, syllabus, Guidance.**
- **To evaluate continuously academic performance of students.**
- **To organize multidisciplinary seminars.**