



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

|   |  |
|---|--|
| <b>1. Name of the Institution</b>             | UMA ARTS AND NATHIBA COMMERCE MAHILA COLLEGE |
| Name of the head of the Institution           | Dr. Amrita Paresh Patel                      |
| Designation                                   | Principal                                    |
| Does the Institution function from own campus | Yes  |
| Phone no/Alternate Phone no.                  | 917778920502                                 |
| Mobile no.                                    | 9909923789                                   |
| Registered Email                              | artscollegeuma@gmail.com                     |
| Alternate Email                               | iqacuma91@gmail.com                          |
| Address                                       | Sarva Vidyalaya Campus, Sector-23,           |
| City/Town                                     | Gandhinagar                                  |
| State/UT                                      | Gujarat                                      |
| Pincode                                       | 382023                                       |

|  |                          |
|--|--------------------------|
| <b>2. Institutional Status</b>         |                          |
| Affiliated / Constituent               | Affiliated               |
| Type of Institution                    | Women                    |
| Location                               | Urban                    |
| Financial Status                       | state                    |
| Name of the IQAC co-ordinator/Director | Dr. Haritbhai Patel      |
| Phone no/Alternate Phone no.           | 917778920502             |
| Mobile no.                             | 9427703973               |
| Registered Email                       | artscollegeuma@gmail.com |
| Alternate Email                        | iqacuma91@gmail.com      |

|  |   |
|--|---|
| <b>3. Website Address</b>  |   |
| Web-link of the AQAR: (Previous Academic Year)                           | <a href="https://uancmahilacollege.org/docs/AQAR_2018-2019.pdf">https://uancmahilacollege.org/docs/AQAR_2018-2019.pdf</a>                       |
| <b>4. Whether Academic Calendar prepared during the year</b>             | Yes   |
| if yes,whether it is uploaded in the institutional website:<br>Weblink : | <a href="https://uancmahilacollege.org/docs/Academic_Calender_2019-20.pdf">https://uancmahilacollege.org/docs/Academic_Calender_2019-20.pdf</a> |

**5. Accrediation Details**

| Cycle | Grade | CGPA  | Year of Accrediation | Validity    |             |
|-------|-------|-------|----------------------|-------------|-------------|
|       |       |       |                      | Period From | Period To   |
| 1     | B++   | 82.25 | 2006                 | 02-Feb-2006 | 01-Feb-2011 |
| 2     | A     | 3.21  | 2011                 | 30-Nov-2011 | 29-Nov-2016 |
| 3     | A     | 3.32  | 2017                 | 12-Sep-2017 | 11-Sep-2022 |

|   |             |
|---|-------------|
| <b>6. Date of Establishment of IQAC</b> | 30-Jun-2006 |
|---|-------------|

**7. Internal Quality Assurance System**

|   |  |  |
|---|--|--|
| Quality initiatives by IQAC during the year for promoting quality culture |  |  |
|   |  |  |

| Item /Title of the quality initiative by IQAC      | Date & Duration  | Number of participants/ beneficiaries |
|--|------------------|---------------------------------------|
| Regular meeting of Internal Quality Assurance Cell | 04-Jul-2019<br>1 | 13                                    |
| Regular meeting of Internal Quality Assurance Cell | 18-Sep-2019<br>1 | 20                                    |
| Regular meeting of Internal Quality Assurance Cell | 24-Feb-2020<br>1 | 17                                    |
| Regular meeting of Internal Quality Assurance Cell | 08-May-2020<br>1 | 5                                     |
| <a href="#">View File</a>                          |                  |                                       |

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

| Institution/Department/Faculty               | Scheme              | Funding Agency       | Year of award with duration | Amount   |
|--|---------------------|----------------------|-----------------------------|----------|
| Uma Arts and Nathiba Commerce Mahila College | CPE                 | UGC                  | 2017<br>1825                | 10000000 |
| Uma Arts and Nathiba Commerce Mahila College | RUSA 2.0            | KCG Govt. of Gujarat | 2019<br>1095                | 10000000 |
| Uma Arts and Nathiba Commerce Mahila College | Finishing School    | KCG Govt. of Gujarat | 2019<br>365                 | 425000   |
| Uma Arts and Nathiba Commerce Mahila College | Job Placement Grant | KCG Govt.of Gujarat  | 2019<br>365                 | 50000    |
| <a href="#">View File</a>                    |                     |                      |                             |          |

|  |                           |
|--|---------------------------|
| <b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>   | Yes                       |
| Upload latest notification of formation of IQAC  | <a href="#">View File</a> |
| <b>10. Number of IQAC meetings held during the year :</b>  | 4                         |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | Yes                       |

|  |                           |
|--|---------------------------|
| Upload the minutes of meeting and action taken report  | <a href="#">View File</a> |
| <b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b> | Yes                       |
| If yes, mention the amount   | 250950                    |
| Year   | 2020                      |

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Significant contribution made by IQAC during the current year. 1. During lockdown many faculties and administrative staff did online FDPs, webinars, courses in almost all the subjects and conducted online teaching through Microsoft Team, Google Meet and Zoom and shared digital content through social medias for the benefits of the students. The principal of college Dr. Amrita Patel attended three Executive Development Programme meetings. 2. The college library uses RFID software for automation and security. 3. The faculties have prepared Academic Diaries and PPTs as well as academic personal diaries for systematic and qualitative academic functioning of the college under the guidance of IQAC. IQAC motivated all staff members to work with the blended method of online offline activities of all sections of the college. 4. Career counselling sessions and training to enhance soft skills and communications skills were arranged to make student employable. 5. Two sessions were arranged for Support Staff to upgrade their knowledge and Soft Skills. 6. With the encouragement of the faculties, two students of TYBA, Ms. Niyati Arya and Ms. Prarthana Parmar, jointly presented paper at the National Seminar having title Effect of Social Media on Novel Reading Habit in Gandhinagar District

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action   | Achievements/Outcomes   |
|--|---|
| To enhance digitalization of the library   | RFID software was installed to digitized the services of the library  |
| Improvement of infrastructural facilities of the college                                       | Rs. 10000000 (One Crore) under RUSA 2.0 grant has been used for the augmentation and enhancement of infrastructural facilities                |
| To arrange workshop for faculties to enable them to create website and e-content               | One-Day workshop on Website Creation, E-Content Development and Web Hosting was arranged on 5th Feb., 2020 in which 24 faculties got training |
| To encourage faculties to pursue Ph. D. as well as to enhance professional skills through FDPs | 2 faculties received Ph. D. degrees during the year and many faculties attended FDPs of their respective subjects. During Covid Lockdown, the |

faculties of the college did FDPs, Workshops, online Certificate Courses, Webinars, and Quizzes, etc,

To arrange career counselling sessions and job placement for students

Three batches of Finishing Schools were arranged to train students for job placement. Ninety six students participated into the job placement fair organized by the KCG. Moreover, seven students were placed and appointed at Tata Consultancy Services, Gandhinagar

[View File](#)

**14. Whether AQAR was placed before statutory body ?**

Yes

| Name of Statutory Body         | Meeting Date |
|--------------------------------|--------------|
| Sarva Vidyalaya Kelvani Mandal | 16-Aug-2021  |

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2020

Date of Submission

03-Mar-2020

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Institute Management System (IMS) is designed to automate the management process of an institute from student admission to examination management, from course management to schedule management, from human resource employment to salary management. ERP has been implemented at the college for more than four years. The following modules are in effect: 1. Examination module - Internal and External exams. 2. Faculty attendance, leave management, academic / cultural activities, holidays, leave rules for staff and faculty 3. Admission Process module, G. R. module, Enrolment module, Roll Number generation, Subject selection 4. Support on these modules is being provided to the staff as and

when they need. 5. Systems Design. 6. Time table module 7. Scholarship, bus commute, TC/ Bonafide module Students Activities module - NCC/NSS/Sports exam, cocurricular activities 8. Past students' details modules 9. STCC - Short term certification course, Cultural activities, PTA - Parents Teacher Association, Hostel Girls Association 10. User Access Control Framework

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

At UG level courses of Arts and Commerce are offered and at PG level Sanskrit is offered. In Arts core courses are offered in four languages - English, Gujarati, Sanskrit and Hindi, and in Social Sciences - Economics, Sociology, Psychology, History, and Geography are offered as core subjects at UG level and Sanskrit in PG. Accountancy is offered as the Core Subject in Commerce. The Gujarat University, to which our college is affiliated to, follows the CBCS system. - At the beginning of every academic semester all the departments conduct meetings to discuss and plan for the syllabus and also for all the departmental activities beforehand. - The college organizes orientation programme every year for newly admitted first year students and the time table and details about various aspects of curriculum are explained to them. They are also informed about the syllabus, texts and related references and the significance of library in obtaining these resources. The students are acquainted with other aspects such as compulsory attendance, seminar and practical lectures, preparation of assignments and projects, participation in co-curricular and extra-curricular activities, skill development programmes, extension activities and study tours, NSS, NCC and Sports. The students are informed about academic expectation from them and the importance of active participation in all the curricular and co-curricular activities of the college to enhance the competitiveness and to sustain the legacy of the college. - In addition, each department organizes orientation of their subject students and familiarizes them with the CGPA and CBCS system, paper codes, academic calendar, assignments, projects and practical work. - Staff meetings are regularly held to discuss and decide admission policies, formation of various committees and assigning various responsibilities to faculties, preparing time tables, attendance, internal assessment, examinations, departmental activities, extension activities, etc. - The Principal and the IQAC plan the academic calendar in such a way that 80% of the syllabus is completed before the internal examination and the rest is completed before the semester end examination. - Subject experts are invited to conduct workshops, seminars, lectures and training programmes for students' and faculties' enrichment. - Each department also assigns projects and assignments, organizes debates, quiz, and workshops to enhance the grasp of the concerned subjects. - The office staff coordinates all administrative activities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entreprene | Skill Development |
|-------------|-----------------|-----------------------|----------|------------------------------------|-------------------|
|-------------|-----------------|-----------------------|----------|------------------------------------|-------------------|

|  |     |            |    |                  |                                  |
|--|-----|------------|----|------------------|----------------------------------|
|  |     |            |    | urship           |                                  |
| Certificate course on English Communication Skills Batch 2 | Nil | 08/07/2019 | 27 | Employability    | Communication Skills             |
| Certificate course in Beautification and Aesthetics.       | Nil | 02/12/2019 | 34 | Entrepreneurship | Beautification and Aesthetics    |
| Certificate course in Stitching and Fashion Technology     | Nil | 02/12/2019 | 34 | Employability    | Stitching and Fashion technology |

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course          | Programme Specialization | Dates of Introduction |
|---------------------------|--------------------------|-----------------------|
| BA                        | Nil                      | 28/06/2019            |
| <a href="#">View File</a> |                          |                       |

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| BA                               | Arts                     | 01/07/2019  |
| BCom                             | Commerce                 | 01/07/2019  |
| MA                               | Sanskrit                 | 01/07/2019  |

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

|                    | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 80          | Nil            |

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses   | Date of Introduction | Number of Students Enrolled |
|---|----------------------|-----------------------------|
| Foundation Course: Indian Epic Tradition. Soft Skill: Ahmedabad no Itihas | 12/06/2019           | 252                         |
| Foundation Course: Time Management. Soft Skill: N.S.S.                    | 12/06/2019           | 128                         |
| Foundation Course: Natural Resources and                                  | 12/06/2019           | 102                         |

|   |            |     |
|---|------------|-----|
| Management. Soft Skill: E<br>Communication:   |            |     |
| Foundation Course:<br>Disaster Management. soft<br>Skill: Presentation Skill                  | 12/06/2019 | 129 |
| Foundation Course:<br>Environment Studies. Soft<br>Skill: Leadership<br>Development           | 14/11/2019 | 370 |
| Foundation Course:<br>Pollution Control and its<br>Impact. Soft Skill:<br>Presentation Skills | 14/11/2019 | 99  |
| Foundation Course:<br>Financial Services. Soft<br>Skill: Writing Skills                       | 14/11/2019 | 128 |
| <a href="#">View File</a>   |            |     |

### 1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title   | Programme Specialization | No. of students enrolled for Field<br>Projects / Internships |
|---------------------------|--------------------------|--|
| BA                        | Geography                | 5  |
| BA                        | Sanskrit                 | 3  |
| BA                        | Hindi                    | 8  |
| BA                        | Psychology               | 2  |
| BA                        | Gujarati                 | 6  |
| BCom                      | Commerce                 | 2  |
| BA                        | English                  | 12   |
| BA                        | Sociology                | 4  |
| BA                        | Economics                | 5  |
| BA                        | Hisory                   | 3  |
| <a href="#">View File</a> |                          |  |

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

|           |     |
|-----------|-----|
| Students  | Yes |
| Teachers  | No  |
| Employers | No  |
| Alumni    | Yes |
| Parents   | Yes |

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

|   |
|---|
| Feedback Obtained   |
| The Feedback Committee arranges to collect feedback from stakeholders. Feedbacks of students on curricular and cocurricular aspects such as physical facilities, curriculum, faculty performance, co-curricular, extra-curricular and administrative activities of the college are taken. The responses are |



analysed and its outcome is communicated to the concerned teacher, department and administrative wing for qualitative improvement. The same is discussed in the meetings of IQAC and necessary steps are taken to solve their grievances if there are any. The Career Guidance and Placement Cell interacts with companies to provide training for placement and during such interaction, the companies also give valuable feedback about the performance of the students. Commerce Department organizes Industrial Visit every year wherein the Department gets in touch with industries and receive feedback. Many experts, trainers, and professionals are invited for various academic-industry programmes. Alumni are invited for to interact with the students and they also provide important inputs.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization  | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|---|---------------------------|--------------------------------|-------------------|
| MA                    | Sanskrit  | 75                        | 14                             | 14                |
| BCom                  | Accountancy   | 150                       | 133                            | 128               |
| BA                    | English,<br>Hindi,<br>Gujarati,<br>Sanskrit,<br>Psychology,<br>Sociology,<br>History,<br>Geography<br>Economics | 360                       | 257                            | 252               |

[View File](#)

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2019 | 979   | 23  | 27  | 2   | 29   |

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|---------------------------|---------------------------------|
| 27                         | 27  | 332                               | 20                               | 10                        | 332                             |

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

#### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

It is under process

|  |                             |                       |
|--|-----------------------------|-----------------------|
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| Nil  | Nil                         | Nil                   |

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

|                             |                         |                  |  |                          |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
| 30                          | 25                      | 3                | 2  | 14                       |

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation         | Name of the award, fellowship, received from Government or recognized bodies |
|---------------|---|---------------------|--|
| 2020          | Dr. Yoginiben Vyas  | Associate Professor | Womens Achiever Award  |
| 2020          | Dr. Yoginiben Vyas  | Associate Professor | Best Education Achievements Award  |
| 2020          | Dr. Yoginiben Vyas  | Associate Professor | Best Book Award to Akhyano ni Gangotri: Vedo                                 |
| 2019          | Dr. Yoginiben Vyas  | Associate Professor | Sahitya Gaurav Puraskar for 2019   |
| 2020          | Dr. Yoginiben Vyas  | Associate Professor | Saraswat Award for Outstanding Contribution in the field of education        |

[View File](#)

## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|----------------|----------------|----------------|--|---|
| BA             | 11             | 4              | Nil  | 17/07/2020  |
| BA             | 11             | 2              | Nil  | 21/07/2020  |
| MA             | 19             | 3              | 21/10/2019   | 17/01/2020  |
| MA             | 19             | 1              | 16/11/2019   | 22/01/2020  |
| BCom           | 31             | 5              | 22/10/2019   | 26/11/2019  |
| BCom           | 31             | 3              | 27/12/2019   | 27/11/2019  |
| BCom           | 31             | 1              | 27/10/2019   | 30/12/2019  |
| BA             | 11             | 5              | 22/10/2019   | 07/12/2019  |
| BA             | 11             | 3              | 27/10/2019   | 31/12/2019  |

|                           |    |   |            |            |
|---------------------------|----|---|------------|------------|
| BA                        | 11 | 1 | 27/10/2019 | 27/12/2019 |
| <a href="#">View File</a> |    |   |            |            |

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• CBCS pattern is followed at the UG and PG Programmes. In CBCS pattern 30 marks are given for internal evaluation, 10 out of the 30 internal marks are allotted for seminars, quiz, assignments, projects and class room participation and 05 marks are specified for classroom attendance. • The structure of question papers of the external (University) exams of 70 marks is modified so as to include multiple choice questions (MCQ) to prepare the students for competitive examinations. • The college follows continuous evaluation process in forms of tests, assignments, presentations, projects, participation in inter- and intra-college competitions, etc. All these prepare students in curricular aspects for semester end examination. The time table for the semester examination is prepared by the Gujarat University. Due to lockdown, in the evaluation process of Guj. Uni. instructed us to conduct offline-online evaluation examination and we did it.

### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar for each academic year is prepared by Gujarat University that includes dates of examination. It is communicated to college at the beginning of an academic year and the affiliated colleges have to adhere to this calendar. The University academic calendar specifies stipulated hours of teaching each subject. The IQAC Cell of the college prepares teaching plan accordingly keeping in mind all other academic, departmental, co-curricular and extra-curricular activities. The syllabus is divided into units along with marks each unit carries. Such micro division of the syllabus allows a teacher to plan the academic schedule comfortably. The syllabus too provides examination pattern including marks for each unit and hence it becomes fairly easy for faculties to prepare plan for teaching. During the academic year 2019-20, as per the Gujarat University Academic Calendar, the college was instructed to hold the internal examinations by 28th September 2019. Hence the college internal examinations were held between 10th September and 27th September 2019 for the semesters I, III and V. During the academic year 2019-20, for semesters II, IV and VI, as per the Gujarat University Academic Calendar, the college was instructed to hold the internal examinations by 29th February, 2020. So, the college internal examinations were held between 6th Feb. and 26th Feb. 2020.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://uanmahilacollege.org/agar.php>

### 2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--------------------------|---|---|-----------------|
| 19             | MA             | Sanskrit                 | 9   | 7   | 77.77           |
| 31             | BCom           | Accountancy              | 131   | 128   | 97.70           |
| 11             | BA             | English,                 | 171   | 161   | 94.15           |

Hindi,  
Gujarati,  
Sanskrit,  
Psychology,  
Sociology,  
History,  
Geography,  
Economics

[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[Nil](#)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Nil                   | 00       | Nil                        | 0                      | 0                               |

[View File](#)

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar   | Name of the Dept.                   | Date       |
|---|-------------------------------------|------------|
| Women Cooperative Youth Education Training Class  | Economics                           | 08/07/2020 |
| Women Cooperative Youth Education Training Class  | Economics                           | 22/07/2020 |
| Science and Technology Exhibition: 2020 Role of Non-Conventional Energy Resource in Redesigning Environment | Geography and Science College, Kadi | 07/01/2020 |
| Banking through Block-Chain Technology  | Commerce                            | 27/01/2020 |
| Entrepreneurship  | CWDC and Commerce Department        | 29/01/2020 |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation                      | Name of Awardee   | Awarding Agency         | Date of award | Category                               |
|--|-------------------|-------------------------|---------------|--|
| Sahitya Gaurav Puraskar for 2019             | Dr. Yogini H.Vyas | Gujarat Sahitya Academy | 03/07/2019    | Prize of Rs. 1,00,000/- at State Level |
| Best Book Award to Akhyano ni Gangotri: Vedo | Dr. Yogini H.Vyas | Gujarat Sahitya Academy | 23/01/2020    | Prize of Rs. 7000 at State Level       |

|   |                   |   |            |                          |
|---|-------------------|---|------------|--------------------------|
| Sarasvat Award for Outstanding Contribution in the Field of Education | Dr. Yogini H.Vyas | Achala Education foundation Trust, Ahmedabad    | 25/03/2020 | Shield at State Level    |
| Trophy at State Level   | Dr. Yogini H.Vyas | Jeevothan PrakashanAlaya Sansthan Dham, Udaipur | 08/01/2020 | Shield at National Level |
| Womens Achiever Award   | Dr. Yogini H.Vyas | Udgam Cheritable Trust, Gandhinagar             | 03/03/2020 | Trophy at State Level    |
| <a href="#">View File</a>   |                   |   |            |                          |

### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center         | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---------------------------|------|--------------|----------------------|--------------------|----------------------|
| Nil                       | Nil  | Nil          | Nil                  | Nil                | 01/07/2019           |
| <a href="#">View File</a> |      |              |                      |                    |                      |

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 00    | 00       | 00            |

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| English                | 1                       |
| Gujarati               | 1                       |

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type                      | Department | Number of Publication | Average Impact Factor (if any) |
|---------------------------|------------|-----------------------|--------------------------------|
| International             | Sanskrit   | 4                     | 5                              |
| <a href="#">View File</a> |            |                       |                                |

#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department                | Number of Publication |
|---------------------------|-----------------------|
| Economics                 | 1                     |
| Psychology                | 3                     |
| Sanskrit                  | 3                     |
| English                   | 3                     |
| Geography                 | 2                     |
| <a href="#">View File</a> |                       |

#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/

Web of Science or PubMed/ Indian Citation Index

| Title of the Paper        | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---------------------------|----------------|------------------|---------------------|----------------|---|---|
| NIL                       | NIL            | NIL              | 2019                | 0              | NIL   | Nil   |
| <a href="#">View File</a> |                |                  |                     |                |   |   |

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper        | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---------------------------|----------------|------------------|---------------------|---------|---|---|
| NIL                       | NIL            | NIL              | 2019                | Nil     | Nil   | NIL   |
| <a href="#">View File</a> |                |                  |                     |         |   |   |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty           | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 11            | 29       | 15    | 1     |
| Presented papers            | 5             | 9        | 6     | Nil   |
| Resource persons            | Nil           | Nil      | Nil   | 4     |
| <a href="#">View File</a>   |               |          |       |       |

**3.4 – Extension Activities**

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities  | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|--|--|--|--|
| Celebration of National Unity Day on Occasion of Sardar Patel Jayanti 31/10/2019                             | NSS  | 28   | 430  |
| Gandhi Jayanti Fit India Run for 2 kms: Collected plastic waste on the route 2/10/2019                       | NSS  | 28   | 290  |
| Visit to adopted village: Fixed banners to aware cleanliness and donated clothes to poor and needy 19/9/2019 | NSS  | 3  | 6  |
| Swachchhata hi Seva Antargat   | NSS  | 3  | 26   |

|   |             |    |     |
|---|-------------|----|-----|
| Plastic Free Campaign 13/9/2019   |             |    |     |
| Swachchhata Rally before Gandhi Jayanti 12/9/2019   | NSS         | 3  | 48  |
| Fit India Movement 29/8/2910  | NSS         | 28 | 240 |
| Swachchhata Pakhavadiya Tree Plantation, College Cleaning, Donation 2/8/2019, 9/8/2019, 14/8/2019 | NSS         | 42 | 477 |
| NSS Orientation 11/7/2019   | NSS         | 3  | 156 |
| International Yoga Day 21/6/2019  | NSS and NCC | 35 | 409 |
| Yoga Training 18-19-20/06/2019  | NSS         | 35 | 409 |
| <a href="#">View File</a>   |             |    |     |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity      | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---------------------------|-------------------|-----------------|------------------------------|
| NIL                       | NIL               | NIL             | Nil                          |
| <a href="#">View File</a> |                   |                 |                              |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme        | Organising unit/Agency/collaborating agency | Name of the activity                            | Number of teachers participated in such activities | Number of students participated in such activities |
|---------------------------|---|---|--|--|
| Visit 19/09/2019          | NSS   | Visit to Adopted village                        | 3  | 6  |
| Plastic Free 13/09/2019   | NSS   | Plastic Free Campaign under Swachchhata hi Seva | 3  | 26   |
| Cleanliness 12/09/2019    | NSS and Government of Gujarat               | Cleanliness Rally                               | 3  | 48   |
| Blood Donation 01/02/2020 | NSS and KSV                                 | Blood donation camp                             | 4  | 16   |
| Visit 9 and 10/01/2020    | Geography Department                        | Visit to Heritage places of Ahmedabad city      | 2  | 50   |
| Annual Camp 02/01 to      | NSS and Gujarat                             | NSS Annual Camp                                 | 2  | 50   |

|   |   |  |    |     |
|---|---|--|----|-----|
| 08/01/2020  | University  |  |    |     |
| Visit<br>18/12/2019                                     | Geography<br>Department   | Visit to<br>Gandhi Ashram  | 2  | 40  |
| Mahatma<br>Gandhi Birthday<br>Celebration<br>02/10/2019 | NSS and<br>Commissioner of<br>Higher<br>Education,<br>Government of<br>Gujarat and<br>Swarnim Gujarat<br>Sports<br>University | Fit India Run<br>on occasion of<br>Mahatma Gandhi<br>Birthday<br>Celebration | 10 | 250 |
| Cleanliness 1<br>to 15/06/2021                          | NSS and<br>NASCOB Shri<br>Deelip<br>Sanghani,<br>former Cabiner<br>Minister and<br>Chairman                                   | By-Weekly<br>Programme for<br>Cleanliness                                    | 3  | 200 |
| Yoga Training<br>18 to<br>21/06/2021                    | NSS and NCC<br>Units and Govt.<br>of Gujarat  | World Yoga<br>Day  | 3  | 25  |

[View File](#)

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|--------------------|-------------|-----------------------------|----------|
| Nil                | Nil         | Nil                         | 00       |

[View File](#)

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage   | Title of the linkage            | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---|---------------------------------|---|---------------|-------------|-------------|
| Employability skill development training for unemployed youth | Employability Skill Development | ICT Academy and Reliance Home Finance and Reliance Money                        | 16/12/2019    | 15/12/2020  | 47          |

[View File](#)

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|--------------|--------------------|--------------------|---|
| ICT Academy  | 16/12/2019         | Student Skill      | 50  |



Development  
Entrepreneurship  
development Youth  
empowerment

[View File](#)

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 10216800   | 126800   |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities                        | Existing or Newly Added |
|-----------------------------------|-------------------------|
| Video Centre                      | Existing                |
| Classrooms with Wi-Fi OR LAN      | Existing                |
| Seminar halls with ICT facilities | Existing                |
| Classrooms with LCD facilities    | Existing                |
| Seminar Halls                     | Existing                |
| Laboratories                      | Existing                |
| Class rooms                       | Existing                |
| Campus Area                       | Existing                |

[View File](#)

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version  | Year of automation |
|---------------------------|---|----------|--------------------|
| SOUL                      | Fully                                     | 2.0      | 2009               |
| RFID (Rapid Frequency)    | Partially                                 | KM SMART | 2018               |

4.2.2 – Library Services

| Library Service Type | Existing |         | Newly Added |       | Total |         |
|----------------------|----------|---------|-------------|-------|-------|---------|
|                      |          |         |             |       |       |         |
| Text Books           | 2357     | 136814  | 35          | 4873  | 2392  | 141687  |
| Reference Books      | 12984    | 3739492 | 70          | 28317 | 13054 | 3767809 |
| Journals             | 41       | Nil     | 41          | Nil   | 82    | Nil     |
| Digital Database     | Nil      | 5750    | Nil         | 5750  | Nil   | 11500   |
| CD & Video           | 409      | 68139   | Nil         | Nil   | 409   | 68139   |
| Weeding (hard &      | 332      | 33481   | 66          | 659   | 398   | 34140   |

soft)

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------|--------------------|---------------------------------------|-----------------------------|
| Nil                 | Nil                | Nil                                   | 15/06/2019                  |

[View File](#)

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type     | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 145             | 1            | 24       | 6                | 1                | 2      | 11          | 98                              | 0      |
| Added    | 0               | 0            | 0        | 0                | 0                | 0      | 0           | 0                               | 0      |
| Total    | 145             | 1            | 24       | 6                | 1                | 2      | 11          | 98                              | 0      |

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

98 MBPS/ GBPS

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| Nil  | Nil  |

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 601630                                 | 413152   | 10132403                               | 42403  |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There is a well-defined procedures, policies, guidelines and procedures for housekeeping, repairing and maintaining activities to confirm timely maintenance work. There are various committees like Building Committee, Library Advisory Committee, Equipment Purchase Committee, Hostel Committee, College Administration Committee, Purchase Committee, etc to maintain the infrastructure properly. • For equipment, such as computers, lab equipment, smart boards, water purifier, air conditioner, internet, etc., AMC is given for proper up-keeping and maintaining them. The equipment is serviced at regular intervals. • At the commencement of every academic year, the committees take care of proper availability of black boards, lightings and furniture in the college. • The sports committee plays a major role in creation and maintenance

of sports facilities on the campus for the students and the faculties. • All the peons are assigned duties of specific rooms and areas for cleanliness. Pest control is done at regular interval. • Discarded, outworn, out of use, old and irreparable things are written off annually. Non-teaching staff is assigned the housekeeping responsibility. Gandhinagar Municipal Corporation also helps us in maintaining housekeeping and cleanliness on the campus. • The college has appointed sweepers who are responsible for cleaning all washrooms and keeping the entire campus clean. • The gardener maintains the garden well. • During Covid 19 pandemic lockdown extreme care is taken to sanitize the premises, and college building. Thermal guns were used to check temperature of the person visiting the college, sanitization dispenser was placed, wearing of mask was made compulsory, social distancing was maintained by all the staff and students.

<https://uancmahilacollege.org/aqar.php>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

|                                      | Name/Title of the scheme   | Number of students | Amount in Rupees |
|--------------------------------------|--|--------------------|------------------|
| Financial Support from institution   | 1. Shri Maneklal M. Patel Memorial Scholarship 2. Das Kaka Divaliba Smruti Fund 3. Financial Support to Students from Faculties 4. Chief Ministers Scholarship | 152                | 1320727          |
| Financial Support from Other Sources |  |                    |                  |
| a) National                          | 1. National Scholarship from Government of India<br>2. Minority Scholarship  | 6                  | 60000            |
| b) International                     | --   | Nil                | 0                |
| <a href="#">View File</a>            |  |                    |                  |

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved            |
|---|-----------------------|-----------------------------|------------------------------|
| Finishing School Batch 3                  | 02/07/2019            | 47                          | KCG, Government of Gujarat   |
| Finishing School Batch 4                  | 22/07/2019            | 38                          | KCG, Government of Gujarat   |
| Finishing School Batch 5                  | 03/12/2019            | 42                          | KCG, Government of Gujarat   |
| SCOPE                                     | 26/09/2019            | 33                          | SCOPE, Government of Gujarat |
| English                                   | 08/07/2019            | 31                          | Trainer Preeti               |

|   |            |    |   |
|---|------------|----|---|
| Communications Skills Batch 2   |            |    | Shah  |
| Employability Skill Training Programme: Skill Training in Digital Literacy                            | 16/12/2019 | 47 | Messers ICT Academy / A Reliance Home Loan and Reliance Money Social Initiative |
| Lectures: Archaeological Excavation Process and Method<br>Archaeological places visit and Instruments | 06/01/2020 | 24 | History Dept. of UANC   |
| Lecture: Pandava Caves and Fort of Kaninjar from the viewpoint of Archaeology                         | 07/01/2020 | 26 | History Dept. of UANC   |
| Lecture: Archaeological Heritages Champaner   | 08/01/2020 | 28 | History Dept. of UANC   |
| Lecture: Architecture of Ahmedabad Champaner  | 09/01/2020 | 34 | History Dept. of UANC   |
| <a href="#">View File</a>   |            |    |   |

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year                      | Name of the scheme                          | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|---------------------------|---|--|--|--|---------------------------|
| 2019                      | Finishing School Batch 3                    | 47   | 47   | Nil  | Nil                       |
| 2019                      | Finishing School Batch 4                    | 38   | 38   | Nil  | Nil                       |
| 2019                      | Finishing School Batch 5                    | 42   | 42   | Nil  | Nil                       |
| 2019                      | TCS   | 96   | 96   | Nil  | Nil                       |
| 2019                      | Career Counselling and Communication Skills | 250  | 250  | Nil  | Nil                       |
| <a href="#">View File</a> |   |  |  |  |                           |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

|                           |                                |   |
|---------------------------|--------------------------------|---|
| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
| Nil                       | Nil                            | Nil   |

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

| On campus                           |                                 |                           | Off campus   |                                 |                           |
|-------------------------------------|---------------------------------|---------------------------|--|---------------------------------|---------------------------|
| Name of organizations visited       | Number of students participated | Number of students placed | Name of organizations visited                            | Number of students participated | Number of students placed |
| TCS,<br>Garima Park,<br>Gandhinagar | 54                              | 7                         | Job Placement Fair<br>Organized by Government of Gujarat | 96                              | Nil                       |
| <a href="#">View File</a>           |                                 |                           |  |                                 |                           |

### 5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined  | Name of programme admitted to |
|------|--|--------------------------|---------------------------|---|-------------------------------|
| 2020 | 2  | BA                       | English                   | HNGU UNIVERSITY,<br>PATAN M.N.K<br>Dalal Education College                  | B.ED.                         |
| 2020 | 6  | BA                       | Sociology                 | School of Social Science,<br>CHILDREN UNIVERSITY, MN K<br>Dalal Gujarat Uni | MSW and B.Ed.                 |
| 2020 | 1  | BA                       | History                   | Siddarth Law College<br>Gandhinagar   | LLB                           |
| 2020 | 3  | BA                       | Psychology                | Gujarat University:02C<br>CHILDREN UNIVERSITY:<br>01                        | MSW                           |
| 2020 | 1  | BA                       | Economics                 | School of Economics   | MA                            |
| 2020 | 2  | BA                       | Hindi                     | HNGU UNIVERSITY,<br>PATAN   | B.Ed and PGDCA                |
| 2020 | 1  | BA                       | Geography                 | HNGU UNIVERSITY,<br>PATAN   | MSW                           |

|                           |   |      |             |   |           |
|---------------------------|---|------|-------------|---|-----------|
| 2020                      | 1 | BA   | Gujarati    | HNGU<br>UNIVERSITY,<br>PATAN  | B.Ed.     |
| 2020                      | 4 | BCOM | Accountancy | HNGU<br>UNIVERSITY,<br>PATAN and<br>Gujarat<br>University:<br>03 Siddarth<br>Law College<br>Gandhinagar | M.Com MSW |
| <a href="#">View File</a> |   |      |             |   |           |

5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items                     | Number of students selected/ qualifying |
|---------------------------|---|
| Any Other                 | 33                                      |
| <a href="#">View File</a> |   |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity                                   | Level           | Number of Participants |
|--|-----------------|------------------------|
| Cultural-Mehndi<br>Competition 13/08/2019  | institute level | 25                     |
| Cultural-Rakhadi<br>Competition 13/07/2019 | institute level | 20                     |
| Sports Carom-<br>23/01/2020                | institute level | 26                     |
| Sports-Chess 23/01/2020                    | institute level | 14                     |
| Sports-Shuttle Run<br>23/01/2020           | institute level | 96                     |
| Sports-Tug of War<br>23/01/2020            | institute level | 112                    |
| Sports-Sack Race<br>23/01/2020             | institute level | 54                     |
| Sports-Long Jump<br>23/01/2020             | institute level | 35                     |
| Sports-Shot Put<br>23/01/2020              | institute level | 68                     |
| sports- 100 mt run<br>23/01/2020           | institute level | 72                     |
| <a href="#">View File</a>                  |                 |                        |

### 5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/<br>Internaional | Number of<br>awards for<br>Sports | Number of<br>awards for<br>Cultural | Student ID<br>number | Name of the<br>student |
|------|-------------------------|---------------------------|-----------------------------------|-------------------------------------|----------------------|------------------------|
| 2019 | CATC:<br>III Camp:      | National                  | Nil                               | 1                                   | GJ17SWA1<br>02476    | Niral<br>Makani        |

|                           |  |          |     |     |                |                 |
|---------------------------|--|----------|-----|-----|----------------|-----------------|
|                           | Piloting of Education Minister and Karnataka Governor Shri Vajubhai Vala |          |     |     |                |                 |
| 2019                      | Best Senoir Award, Volleyball Team & Poster Making in EBSB Camp          | National | 1   | Nil | GJ17SWA1 02476 | Niral Makani    |
| 2019                      | CATC: IV Public Speaking   | National | Nil | 1   | GJ17SWA1 02490 | Kajal Prajapati |
| 2019                      | CATC: IV: Group Song   | National | Nil | 1   | GJ17SWA1 02475 | Mansi jani      |
| 2019                      | Ranji Trophy   | National | 1   | Nil | GR: 12442      | Harpriya Patel  |
| <a href="#">View File</a> |  |          |     |     |                |                 |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Gujarat University rules do not allow student election. As the college is fully aware about democratic values and therefore the college forms a student council based on merit. The student having the highest marks in Third Year becomes the General Secretary of the college. This council consists of Council In-Charge (Faculty), General Secretary (GS), Vice GS, Sports Secretary, Cultural Secretary and Class Representatives (CRs). There are student representatives in the following bodies: Student Development Council, Library Advisory Committee, IQAC Cell, Conference organizing committee, Annual Day Celebration, Sports Day, KALSHOR, Day Celebrations, UDISHA, SaptDhara, Collegiate Women Development Committee (CWDC), Teachers' Day Celebration, Alumni Association Meet, Canteen Committee, Grievance Redressal Cell, Sports Council, Anti-Ragging Committee. The Council is active in planning, designing and execution of all the programmes. This way, they learn lessons of management. The college provides funds for their activities. Council is more active during inaugural function, Teacher's day Celebration, Annual Social Gathering, Farewell for T.Y. Students, Swarnim Gujarat Celebration (Activities of Saptdhara), Annual cultural activities, celebration of departmental days, college days of almost a week and such other activities organized by the college.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

"Poorva" is the name of an Alumni Association which has been active since 2005.

The college has also prepared guidelines for the Alumni Association. The main activities: • Registration formalities of the Association - Get-together of alumni -To call the meeting of the past students - Inspirational speeches by Alumni for present students - The alumni's help the institution by contributing in its development in number of ways: Each year in the Orientation programme for the freshers, we invite a few of our alumni to address the first-year students. They express their first-hand experiences of the college in the past. • Many of our past students are working as temporary teaching as well as administrative staff members in our own college. Some of them come and help the college by working in the library, by providing coaching to our sports team, for helping us in NSS and NCC activities. We can call our prominent past students to help us in organizing various programme like NSS camps and any other cultural for exerts activities. They come to deliver lectures in our Classes of Career Counselling and Self Employment Cell after joining any of the profession/occupation/vocation.

5.4.2 – No. of enrolled Alumni:

715

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

- Our alumni Ms. Ishwari Thakor delivered a motivational lecture for the benefit of the students of BA and BCOM on 15th June 2019. - On 16th June, 2019, Mrs. Harshiddha Patel shared her self-experiences from study to job with the students of BA and BCOM. - On 31st July 2019, a Visiting lecturer in our college and our alumni, Dr. Nishaba Parmar, talked with the students of Dept. of Hindi and informed them about Post Graduation, PhD in Hindi and also about Job opportunities and the importance of National Language Hindi. - Because of lock down condition of Covid 19, the alumni association activities remained less for the benefits of alumni and the students of the college.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The management believes in participatory organizational structure. The college executes its routine administration with a good mechanism of internal division of work and inter-departmental coordination. The final decision-taking authority regarding policy matters is vested with the Principal and the Management. Inputs and action plans are formulated with the active participation of administrative and teaching personnel. Inputs and ideas are shared, methodized and implemented as a result of regular meetings of the Principal, Heads of the Departments, In-charge of PG course, conveners of different activities, committees and cells, other members of the staff and stakeholders. Similarly, for non-teaching staff, the Office Section Head/ Head Clerk take action on routine matters. Only the policy decisions and strategies are decided by the Head of the Institution. Decisions/activities of the Departments are also referred to the Head of the Institution as the need may be. All routine matters are decided and actions taken by the respective Heads/Conveners of committees. The Accounts Section Head/Accountant does all the necessary work related to account matters of college. The college does promote a culture of participative management. The maximum number of stakeholders are involved in the decision-making process. As a result, the staff, students, alumni, parents are involved with the sense of ownership in



the planning and implementation of different academic and administrative activities. The Management encourages each department to present a report of activities undertaken and also the plan for future actions from time to time. Moreover, IQAC involves almost all faculty members and office staff in the compilation and documentation of NAAC accreditation process. Vision, Mission and Objectives of the college are known to all the employees and other stakeholders. (Displays/College Publications, college website) Regular Departmental and Staff Meetings are being held for the coordination and monitoring of the Departmental work as well as the other college activities. During the lock down period of Covid-19, the Management prompted all teaching and non-teaching staff to do online FDP's, Certificate Courses, Webinars, Online conferences, workshops and online classes for the students and to provide counselling and guidance as how to find e-content from e-sources and it made all the sources available for it. This initiative has been very helpful for the students as they could get e-content, weblinks for e-content, videos etc through all available social medias, and it helped them to prepare for the study in their respective subjects. The college principle encouraged the staff members to conduct online classes through Microsoft Team, Zoom and Google Meet and provided all the necessary electronic equipment and college wi-fi facility for the smooth conduct of online classes and also motivated the staff to conduct online-offline academic activities for the benefits of the students.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type                        | Details   |
|--------------------------------------|---|
| Admission of Students                | Admission procedure for the first year students is on-line by Gujarat University Ahmedabad. Rules and regulations of the Gujarat University and State Government are adhered to for admission.  |
| Industry Interaction / Collaboration | KCG a wing of Govt. Gujarat organizes A Job Placement Fair for the final year students of all colleges of different zones. Beforehand, the members of Job Placement Committee visit the various business houses, banks, industries, Educational Institutes etc and get information about the vacancies. These data is sent to govt. portal. When the fair is organized in the particular Zone, representatives of participating industries took the interviews of the students and students are offered jobs or trainings if they are eligible. To make the students employable and to improve communication skills, the college has conducted three batches of Finishing Schools, One course in Communication Skills and TCS training programme. Under the MOU with ICT Academy, to implement the Employability Skill Development Training for |

unemployed youth under the Reliance Home Finance and Reliance Money Social Initiative Project, conducted examination for the students.

Human Resource Management

- Highly qualified faculties are recruited as per the norms of UGC and Govt. of Gujarat.
- Faculty development programmes
- Training programmes for non-teaching staff
- Various co-curricular, and extra-curricular activities under the title, 'Saptdhara' for students entitled. 1. JnanDhara, SarjanatmakAbivvyaktiDhara, NatyaDhara, Kala KaushalyaDhara, Geet, Sangeet, Nritya Dhara, Samudayik SevaDhara, Vyayam, Yoga, KhelkudDhara. 2. KCG Udisha Finishing school training programmes for employability to students.

Library, ICT and Physical Infrastructure / Instrumentation

- E-library with scores of reading sources available on internet. The library has become hi-tech with the facility of computers, internet, NList, LCD, RFID, barcode reader, SOUL, OPAC and library related software.
- Separate reading sections are created for students and faculties.
- The College has 31 classrooms, 5 latest equipped and high-tech laboratories and one centrally air conditioned and technically equipped AV seminar hall.
- 98 computers are available for students and faculty.
- The five laboratories - English, Computer, Psychology, Geography and Commerce - with computers, Internet and related software.
- The Research Centre with computers and internet is available.

Research and Development

To encourage Research a Research Committee is formed to take up research projects from different funding agencies. Developing well equipped research centre

- Subscribing research journals and e-journals
- Facilitating computer and internet
- Research grant by the Management to promote research work

Examination and Evaluation

The University syllabi is framed to match with the competitive examination. The college has continuous evaluation process in the form of tests, assignments, presentations, projects, participation in inter- and intra-college competitions, etc. All these prepare students for semester examination which is decided by the

University. To conduct three sessions of examination in a day the University has decided to keep examination session of 2 hours Because of Covid 19 lock down the university implemented Offline and Online mode of examination for the convenience of the students.

Teaching and Learning

For teaching and learning the IQAC has prepared departmental diaries as well as Academic diary as part of quality improvement measure. All the departmental members keep record of various activities and teaching methods like: Participative learning Experimental learning Problem solving methodology Imagination and Creativity. The following innovative approaches / methods were adopted by the faculties:  
 - Teaching-learning through ICT using PPT, interactive board, multimedia devices, interactive classroom and other modern techniques of teaching - The College faculties use e-library facilities like INFLIBNET and N-List for their research as well as guide students to use them for their purpose  
 - Peer learning among faculties and students. During lock down period all lecturers implemented blended teaching learning and evaluation and took online lectures on Microsoft Team, Zoom and Google meet and shared content using social medias such as WhatsApp. They shared You Tube and other video links to help the students better understanding of the respective subjects and also shared weblinks to get relevant content of the subjects.

Curriculum Development

The College Syllabi are framed by concerned Board of Studies of Gujarat University keeping in mind the syllabi of NET/SLET examination up to 80 and the remaining 20 of the syllabus is framed keeping in mind the creative aspects The syllabus is framed to award the degree of BA Honours and also to add one paper each in Second and Third years NSS (National Service Scheme) has been offered as Elective Subject II in Arts faculty NSS (National Service Scheme) has been introduced as Soft Skill for Commerce faculty.

6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area             | Details   |
|-------------------------------|---|
| Student Admission and Support | As Gujarat University holds online admission of first year students and |

the college provides help centre facility for students support. Merit list of the admitted students is uploaded on the university website. The fees of the students are collected by the college with the help of the software in the account section. Enrolment forms of the students are submitted online with the university. E-governance of Student Admission and Support is done through Institute Management System software which is called SMART CAMPUS Developed by M.Sc.IT Department, Kadi Sarva Vishwavidyalaya, Gandhinagar, Gujarat.

Examination

Examination work is computerized. Examination blocks, general reports of students presence-absence sheets, senior-junior reports, question papers, mark entry modules, calculation of internal marks, submission of internal marks to the university website are done through E-Governance. University examination forms of the students are submitted online to the university. The results of the university are declared online by the university. E-governance of Examination is done through Institute Management System software which is called SMART CAMPUS Developed by M.Sc. IT Department, Kadi Sarva Vishwavidyalaya, Gandhinagar, Gujarat.

Administration

Institute Management System is designed to automate the management process of an institute from student admission to examination management, from course management to schedule management, from human resource employment to salary management. IMS is a software application for the e-governance of college administration through ERP. It has been implemented and is being used at the college for more than three years. This software contains certain modules which help us to maintain students' record of enrolment etc. Likewise, the latest equipment like battery backups, computers, printers, Kiosks are purchased. WIFI and cabled internet facilities are upgraded for the better performance.

Finance and Accounts

Latest TALLY software is used for finance and account section. There is software to collect the fees of students and also to maintain salary accounts, income tax form no 16 and to

|                          |  |
|--------------------------|--|
|                          | generate pay-slips of the staff. NEXTGEN SOFTWARE SOLUTION is used for finance and accounts.   |
| Planning and Development | Planning and Development is done through Institute Management System software which is called SMART CAMPUS Developed by M.Sc. IT Department, Kadi Sarva Vishwavidyalaya, Gandhinagar, Gujarat. Keeping in mind E-Governance of the college, the IQAC and other committees prepare annual plan for all academic and administrative activities through software designed by the college itself. IQAC meeting are held regularly to plan the academic calendar and administrative activities. E-Library facility with twenty-five computers exists. Library automation is carried out with the SOUL software of Inflibnet. For further automation and security of library belongings, RFID facility is installed this year. During lock down period of Covid 19 all most all the faculties did online FDP's, Online Courses, Webinars, Conferences etc. Professors also conducted counselling sessions for the students to cope up with the mental stress and fear of Covid 19. |

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year                      | Name of Teacher     | Name of conference/workshop attended for which financial support provided                        | Name of the professional body for which membership fee is provided | Amount of support |
|---------------------------|---------------------|--|--|-------------------|
| 2019                      | Dr. Haritbhai Patel | NAAC sponsored One-Day National level workshop on Understanding the Tools and Parameters of AQAR | Smt. M. M. Shah Mahila Arts College, Kadi                          | 874               |
| 2020                      | Dr. Shruti Suthar   | PRCN Course for Associate Officer Training (ANO)   | NCC Officers Training Academy, Gwalior, MP                         | 40000             |
| <a href="#">View File</a> |                     |  |  |                   |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional | Title of the administrative | From date | To Date | Number of participants | Number of participants |
|------|---------------------------|-----------------------------|-----------|---------|------------------------|------------------------|
|------|---------------------------|-----------------------------|-----------|---------|------------------------|------------------------|

|      | development programme organised for teaching staff                       | training programme organised for non-teaching staff  |            |            | (Teaching staff) | (non-teaching staff) |
|------|--|--|------------|------------|------------------|----------------------|
| 2020 | One Day workshop Website Creation, E-Content Development and Web Hosting | NIL  | 05/02/2020 | 05/02/2020 | 24               | Nil                  |
| 2020 | NIL  | Administrative Staff Training - 2020 Including Tally.ERP 9 account - payroll and Office system | 29/04/2020 | 29/04/2020 | Nil              | 2                    |
| 2020 | NIL  | On-Line course on Tally ERP 9 Training by Udemy  | 05/04/2020 | 05/04/2020 | Nil              | 1                    |

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme                    | Number of teachers who attended | From Date  | To date    | Duration |
|--|---------------------------------|------------|------------|----------|
| Onlin course on Appreciating English Literature                    | 2                               | 29/03/2020 | 29/03/2020 | 1        |
| One-Week Faculty Development Programme on Accountancy and Commerce | 2                               | 05/08/2019 | 11/08/2019 | 1        |
| 5 Days Online Course   | 1                               | 13/04/2020 | 17/04/2020 | 1        |
| Five-Day On-Line Programme on LaTeX                                | 1                               | 26/05/2020 | 26/05/2020 | 1        |
| UGC sponsored refresher  | 1                               | 16/09/2019 | 29/09/2019 | 14       |

|  |   |            |            |   |
|--|---|------------|------------|---|
| course   |   |            |            |   |
| Online Course on Creative Writing  | 1 | 30/03/2020 | 30/03/2020 | 1 |
| Online Course on Time and Task Management : Time Management Technique        | 1 | 03/04/2020 | 03/04/2020 | 1 |
| Online Course on Decision Making: Solve Problems with Emotional Intelligence | 1 | 04/04/2020 | 04/04/2020 | 1 |
| Online Course on English Literature: Postmodernism                           | 1 | 07/04/2020 | 07/04/2020 | 1 |

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| 2         | 2         | Nill         | Nill      |

6.3.5 – Welfare schemes for

| Teaching   | Non-teaching   | Students   |
|--|--|--|
| <p>All teaching faculties are provided different leaves as per the UGC and State Government rules are given. They are also given T.A. D.A. for official tours. Payment of deposit-linked insurance scheme in the form of Link Insurance is provided to the family of the employee who dies while in service. At retirement the faculties can encash half- pay commuted leaves as per rules. They are given reimbursement of Registration fees for attending Conferences/ Seminars, etc. Medical reimbursement and other medical facilities in Government or private hospitals, as per rules.</p> | <p>Non-Teaching staff is given leaves, as per Central/State Govt. Pattern. They are given T.A. D.A. towards official tours and visits. There is a provision for Payment of deposit-linked insurance scheme to the family of the employee who dies while in service. They are given encashment of credit balance of earned leaves at the time of retirement and encashment of half pay commuted leaves at retirement, as per rules. Bonus is paid to non-gazetted staff. They are given reimbursement of registration fees for attending Conferences/ Seminars, etc. They are</p> | <p>The college facilitates to get different types of scholarships from state and central government. Besides, scholarships are given by the college to the poor students from its Poor Students' Help Fund. It is given to students who do not have means to study and come from oppressed/dispossessed backgrounds. The Management helps such students in paying their educational costs. The college, however, acts as a facilitator to obtain for our students' scholarships / free-ships from different sources. In addition to these schemes, the college also conducts medical and</p> |



Government Quarters are given to the staff. Faculty Improvement Programmes (F.I. Ps for staff) are arranged. U.G. Cs Career Advancement Benefits of Senior Scale and Selection/Readers scale are given to teachers. LTC benefits are given as per rules. G.P.F., Advance and withdrawal facilities are given as per Rules. College initiates for prompt payment of central D.A. whenever it rises as well as Pay Commissions or U.G.C. scales. Retirement benefits like Gratuity, G.P.F. with interest, Commuted Pension, Earned leave encashment and Family Pension are given to the faculties.

given Medical reimbursement and other medical facilities in Government or private hospitals, as per rules. They are given Government Quarters if they need them. LTC facility, G.P.F. Advance and withdrawal facilities are given to them as per Rules. Class IV employees are given washing allowance. College begins the process for prompt payment of central D.A. rises whenever it. The same applies to Pay Commissions State Level's Scale. They are given Retirement benefits like Gratuity, G.P.F. with interest, Commuted Pension, Earned leave encashment and Family Pension.

health check-ups regularly. All sorts of technological support are provided to the students by the college. On-line registration is done through college, their bus concession passes are processed immediately. Even the bank counter and ATM facilities are available on campus. The transportation facility is provided by the Management, the book shop with the facility of photocopier is available on campus. All the infrastructural facilities are available to make their stay in the college comfortable. The campus is well guarded by security personnel. Scholarship from Govt. for SC/ST/OBC/Differently abled students are given to the students. Scholarships for meritorious students to pay hostel fees entitled: MYSY Scholarship, Scholarship given by the Management: Shri Maneklal Memorial Scholarship are given to the students. There is a scheme for the meritorious students. Free training is provided for placement proficiency through 'Udisha Finishing School' project of Dept. of Education, KCG Gujarat. Entrepreneurship Development Programme of Fashion Designing and Beautification are held free of charge. NAMO Tablets are given to 1st Year Students. The college also helps the students if they want to purchase Electric vehicle.

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)



The auditing firm, Patel Mankad and Co. carries out the internal audit of the accounts on a regular basis as per the arrangement of the Management. The Government audit is conducted by the Commissionerate of Higher Education, Government of Gujarat. The details of the internal audit are: 1. 22-07-2019. 2. 09-11-2019. 3. 23-03-2020. 4. 06-06-2020.

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

| Name of the non government funding agencies /individuals   | Funds/ Grnats received in Rs. | Purpose   |
|--|-------------------------------|---|
| 1. College Management - SVKM. 2.Financial support from the faculties to the meritorious students | 629430                        | 1. To meet with the expenses of visiting guest faculties, ad-hoc administrative staff, and security personals. 2. Cash incentives to the meritorious students |
| <a href="#">View File</a>  |                               |   |

6.4.3 – Total corpus fund generated

|        |
|--------|
| 629430 |
|--------|

## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type     | External |        | Internal |            |
|----------------|----------|--------|----------|------------|
|                | Yes/No   | Agency | Yes/No   | Authority  |
| Academic       | No       | Null   | Yes      | Management |
| Administrative | No       | Null   | Yes      | Management |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

|   |
|---|
| Parent-Teacher meetings • Feedback from Parents • Invitation to Parents in all important programmes of the college. |
|---|

6.5.3 – Development programmes for support staff (at least three)

|  |
|--|
| 1. Two members of the Administrative staff Mr. Bharatbhai Patel and Ms. Chandrikaben Patel, completed Administrative Staff Training including Tally. ERP 9 account-Payroll and Office System online course on 29th April, 2020. 2. One member of the Administrative staff Mrs. Chandrikaben Patel successfully completed On-Line course on Tally ERP 9 Training by Udemy on 5 April, 2020. |
|--|

6.5.4 – Post Accreditation initiative(s) (mention at least three)

|  |
|--|
| 1. Allocation of RUSA grant of Rs. 20000000/-for new construction, renovation, and purchasing equipment for improvement and upgradation of infrastructural facilities. 2. Facilities of library upgraded and improved. 3. Website Updation. 4. During national lockdown of COVID - 19, our faculties did 09 Faculty Development Programmes, 12 Workshops and 11 On-Line courses. 5. Our faculties attended 08 Conferences, 12 Seminars, 24 Webinars and 24 Quizzes. 6. During the national lockdown of COVID-19, our faculties implemented the concept of blended learning and conducted on-line lectures on Microsoft Teams, Zoom and Google Meet. 7. During the national lockdown of COVID-19, our faculties provided e-content links of YouTube videos and other web sources through social medias to the students. 8. During the national lockdown of COVID-19, our faculties conducted on-line counselling sessions to help the students to cope up with mental stress and fear arising out of pandemic. 9. The college |
|--|

principal did three Executive Development Program (EDP) and made presentations through PPT about importance and availability of online courses and platforms for EDP. FDP and students', Presentations about Phase-1 and 2 in online meeting of the management with all the principals of the different sister institutions. 10. The college principal also did three online certificate courses : "Time and Task Management: Time Management Techniques", "Decision Making: Solve Problems with Emotional Intelligence", and " Appreciating English Literature."

#### 6.5.5 – Internal Quality Assurance System Details

|  |     |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF               | Yes |
| c) ISO certification                   | No  |
| d) NBA or any other quality audit      | No  |

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC                                     | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|--|-------------------------|---------------|-------------|------------------------|
| 2020 | On-Line course on Tally ERP 9 Training by Udemey                       | 05/04/2020              | 05/04/2020    | 05/04/2020  | 1                      |
| 2019 | Development Programmes for Students: UDISHA Finishing School Batch III | 02/07/2019              | 02/07/2019    | 03/09/2019  | 47                     |
| 2020 | Development Programmes for Students: UDISHA Finishing School Batch IV  | 22/07/2019              | 22/07/2019    | 02/01/2020  | 38                     |
| 2019 | Development Programmes for Students: UDISHA Finishing School Batch V   | 03/12/2019              | 03/12/2019    | 13/12/2019  | 42                     |
| 2019 | English Communication Skills- Training Programme                       | 08/07/2019              | 08/07/2019    | 14/08/2019  | 31                     |

|                           |  |            |            |            |     |
|---------------------------|--|------------|------------|------------|-----|
|                           | Batch II   |            |            |            |     |
| 2020                      | Job Placement Fair for the Final Year Students   | 20/02/2020 | 20/02/2020 | 20/02/2020 | 96  |
| 2020                      | Archaeological Awareness Course  | 06/01/2020 | 06/01/2020 | 11/01/2020 | 811 |
| 2020                      | Administrative Staff Training 2020. Tally ERP 9 account-payroll and office system course | 29/04/2020 | 29/04/2020 | 29/04/2020 | 2   |
| <a href="#">View File</a> |  |            |            |            |     |

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme  | Period from | Period To  | Number of Participants |      |
|---|-------------|------------|------------------------|------|
|   |             |            | Female                 | Male |
| Women's Law and Women Empowerment Programme organized by CWDE Committee: Resource person Dr. Deepak Teraiya | 13/08/2019  | 13/08/2019 | 200                    | Nil  |
| Orientation programme for students by Collegiate Womens Development Committee (CWDC)                        | 12/06/2019  | 12/06/2019 | 300                    | Nil  |
| Orientation programme for freshers by Collegiate Women's Development Committee (CWDC)                       | 16/07/2019  | 16/07/2019 | 270                    | Nil  |

|   |            |            |    |      |
|---|------------|------------|----|------|
| Lecture on IVF Technology arranged by Department of Psychology for the students of TYBA<br>Psychology: Lecture delivered by Prof. Nikita of Nursing Department, Nursing College, KSV, Gandhinagar | 06/01/2020 | 06/01/2020 | 30 | Nill |
| Online Course on The Mental Health Management and Control Formula   | 14/04/2020 | 14/04/2020 | 11 | Nill |
| Webinar on 'Nari Saptak Shreni  | 15/05/2020 | 16/05/2020 | 3  | Nill |
| Webinar on 'Stri Ek Swantra Ekai  | 04/04/2020 | 04/04/2020 | 2  | Nill |
| Family and Social Health Issues and Remedies  | 11/05/2020 | 11/05/2020 | 4  | Nill |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. Being conscious of to protect environment the college makes all the endeavors to rely on natural sources for space air and light and in and out of its premises. 2. All the rooms have doors and windows and they are kept open for better air circulation and ventilation. The walls are painted in light colours. 3. The institute has agro-waste management system. The agro-waste is regularly collected from the institutional premises and is converted into compost. This compost is used in gardens as source of natural organic nutrient to reduce and minimize chemical fertilizers. 4. The institute has in its syllabus of Foundation and Soft Skills syllabus selected subjects like Environmental Studies, Natural Resource Management, Disaster Management, Pollution Control Its Impacts etc. 5. In order to make the staff and students aware about to nurture and protect environment the institute has arranged special sessions of practical training for environment by Mr. Hemant Suthar, District Forest Officer, Forest Department, Government of Gujarat. 6. Enough arrangements are made to reduce and reuse of plastic products. Files and Folders are reused and one side printed papers are re-used. 7. Water harvest management: The institute has constructed an underground water recharging facility, where the rain water is collected and thereafter used for gardening. 8. All the taps and pipes are checked and if any pipe or taps is found leaking, it is repaired immediately to save precious water. 9. The waste water of the cooler and RO plant is disposed off at the garden beds to water the grass and

plants. 10. The college faculty Mrs. Mita Shah, HOD, English Department, presented research paper in an international on-line seminar with title The Environmental Cry of Earth through Covid-19 on 22 April, 2020.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities  | Yes/No | Number of beneficiaries |
|--|--------|-------------------------|
| Physical facilities                                      | Yes    | 1                       |
| Provision for lift                                       | No     | Nil                     |
| Ramp/Rails   | Yes    | 1                       |
| Braille Software/facilities                              | No     | Nil                     |
| Rest Rooms   | Yes    | 1                       |
| Special skill development for differently abled students | No     | Nil                     |
| Any other similar facility                               | Yes    | 1                       |

#### 7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date       | Duration | Name of initiative  | Issues addressed  | Number of participating students and staff |
|------|--|--|------------|----------|---|---|--|
| 2019 | 1  | 1  | 03/09/2019 | 1        | To strengthen students ability to use English through implementation of Only assessment Scheme of SCOPE | Inability to use English language in day to day use as the students study in regional meduim-Gujarati | 33   |
| 2019 | 1  | 1  | 02/12/2019 | 34       | To make students economically independent by imparting skills of beautification.                        | How to start the beauty parlor from home To develop entrepreneurship skills.                          | 29   |
| 2019 | 1  | 1  | 02/12/2019 | 34       | To make students  | How to start the  | 20   |

|      |   |   |            |    |  |   |    |
|------|---|---|------------|----|--|---|----|
|      |   |   |            |    | economically independent by imparting skills of fashion technology   | beauty parlor from home To develop entrepreneurship skills.                 |    |
| 2019 | 1 | 1 | 02/07/2019 | 20 | Industry specific training through classes of Finishing School, TCS Training, and Career Counselling sessions. | To attempt to make students capable of acquiring skills needed in industry. | 47 |
| 2019 | 1 | 1 | 22/07/2019 | 20 | Industry specific training through classes of Finishing School, TCS Training, and Career Counselling sessions. | To attempt to make students capable of acquiring skills needed in industry. | 38 |
| 2019 | 1 | 1 | 03/12/2019 | 20 | Industry specific training through classes of Finishing School, TCS Training, and Career Counselling sessions. | To attempt to make students capable of acquiring skills needed in industry. | 42 |

[View File](#)

| Title                | Date of publication | Follow up(max 100 words)  |
|----------------------|---------------------|---|
| Information Brochure | 15/07/2019          | <p>It is important for any institute to maintain high standards in human values and ethics and our college is no exception in this. In all functions, the college maintains high standards of Human ethics, values and Professional ethics. The College is very much aware and sensitive about it in its academic as well as administrative functions. The college has laid down its policies, rules, regulations and code of conducts in a brochure which is distributed to all students at the time of admission and they are also informed about it in the orientation programmes. Here is a list of some of the committees for the smooth functioning of academic and administrative activities related with admission to exam. 1.Time Table and Academic Calendar Committee, 2.Admission Committee, 3.Campus Discipline and 4.Security Committee, 5.Student Council 6. Canteen Committee 7. Needy Student Help Fund Committee 8. Health care and hygiene Committee, 9. Student Grievance Redressal Committee, 10. Hostelite Girls' Committee, 11. Divyang (Differently abled students' Committee. Etc.</p> |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                                     | Duration From | Duration To | Number of participants |
|--|---------------|-------------|------------------------|
| Value Education<br>Indian Culture<br>Lecture | 20/07/2019    | 20/07/2019  | 30                     |
| Teachers Day                                 | 05/09/2019    | 05/09/2019  | 75                     |
| Heartfulness-                                | 19/09/2019    | 19/10/2019  | 18                     |

|   |            |            |     |
|---|------------|------------|-----|
| Essay Competition by Ramkrushna Mission       |            |            |     |
| Indian Culture Knowledge Exam Gayatri Parivar | 21/09/2019 | 21/09/2019 | 20  |
| Guru Purnima                                  | 16/07/2019 | 16/07/2019 | 200 |
| Gandhi Ashram Visit                           | 18/12/2019 | 18/12/2019 | 42  |
| Webinar on Indian Culture our life style      | 09/05/2020 | 09/05/2020 | 1   |
| Bharat Ratna Dr. Baba Saheb Ambedakars life   | 14/04/2020 | 14/04/2020 | 1   |
| Niti Shatak me Jivan Mulya                    | 16/05/2020 | 16/05/2020 | 1   |
| Decoding the epic Mahabharata                 | 11/05/2020 | 16/05/2020 | 1   |

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

In order to conserve and protect Energy and reduce energy consumption the institute uses CFL bulbs and tube lights in our institution at few places like seminar hall, auditorium, etc. whenever there is a need to replace the bulb or tube light, it is seen that they are replaced with more energy efficient instruments. Electronic regulators have been used for fans. - The classrooms and labs are painted in lighter shade of colour to increase light. - MCB's are installed at certain places in the premises makes it convenient to switch off lights and fans not in use. - In kitchens of hostels, Piped Natural Gas (PNG) is used to conserves energy and to reduce emission CO<sub>2</sub>. - The agro-waste collected from the institutional premises is converted into compost for the gardens as an organic nutrient. - Installation of solar panels is planned to generate electricity and thus by to reduce the use of electricity generated by the power stations and thus by to materialize the concept of green library. - To harvest rain water the institute has constructed underground water recharging facility. The rain water collected in it is used for watering the plants and gardens. - The institution has hired the services of a full-time plumber to ensure that there is no water leakage and repair work is carried out in time. - The waste water of the cooler and RO plant is reused in the garden beds to water the plants. - Tree Plantation: a) The NSS, NCC units and The Nature Club, with the help of the gardener, have been actively organizing plantation drives in the college to maintain greenery. b) There are four formal gardens of varying sizes, cultivated lawns, plotted plants, seasonable vegetables and edible herbs. c) A herbal garden is developed with the help of students under the guidance of officials of Agriculture Department of Government of Gujarat. - E-waste management: there is enough provision for E waste management: With the fast advent of new electronic technologies various electronic equipment/gadgets become outdated. In order to reduce the volume of e-waste generation, we have adopted 'buy back system' in which we return outdated systems back in the company from where they were purchased. We also donate them to our poor students. The institute makes its best attempts to repair and upgrade the instruments in good condition. The e-waste generated in our institution is given to e-waste management agencies.



## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

7.2.1 Describe at least two institutional best practices. 1. Title of the Practice: Women empowerment through employment and entrepreneurship Motto: Swavlamban / Skills for Self-Sustenance. Context: Even though the college is located in Gandhinagar- the capital city of Gujarat - around 70 of girls come from the rural areas. Most of them come from socially and economically underprivileged class of the society. Many of them are first generation learners. This profile of our students makes it crucial for us to make them economically independent, by providing industry-specific training and entrepreneurship training. Goal: To make industry specific training available to students To invite reputed companies for training for job placement and campus recruitment To make entrepreneurship training available to students To organize short term certificate courses for imparting different skills. Emphasis is on career development, entrepreneurship development and job-oriented skill development. Our college has established Entrepreneurship and Skill Development Centre to help and motivate students to incline more towards self-employment and to organize training programs and workshops related to various aspects of entrepreneurship. The Context The Career Counselling and Placement Cell UDISHA and the Entrepreneurship Development Cell of the college offers need-based industry specific training and short-term certificate courses of skill development so that students of rural areas can earn on their own by getting a proper job or by getting means of earning by employing these skills, thereby they become self-sufficient and economically independent. The Practice The college works at two levels in this area. The external agencies are invited to conduct industry specific training to our students The Entrepreneurship Development Cell organizes short term add-on certificate courses. The curricula for courses are designed as per the guidance of experts to impart skills which are important to make students ready for self-employment. List of activities (Details are given in AQAR 2019-2020) - Three batches of Finishing Schools (Batch III, IV, V) under UDISHA were organised to develop Life and Employability Skills. - Certificate Course on English Batch II was arranged to enhance Communication Skills of the students. - Two certificates' courses (1) Beautification and Aesthetics and (2) Stitching and Aesthetics were arranged to enhance entrepreneurship and employability skills. - Two women Cooperative youth education training class with the help of Gandhinagar District Cooperative Society were arranged. - Students India Skill Camp was jointly organised by the NSS dept. of college and Children University, Gandhinagar. - A guest lecture on "Banking Through Block Chain Technology" was arranged by Commerce Dept for the students of Commerce. - Lecture on Entrepreneurship Skill development was arranged for the students of BA and B. Com by CWDC and Commerce Dept. - On line examination was conducted by the ICT Academy under the MOU. - Job Placement Fair was organised by the KCG Govt. of Gujarat and 96 students participated Problems Encountered and Resources Required: - Utmost care is needed while planning such programs as there is a possibility of getting the routine study schedule disturbed. - At times, courses are conducted on holidays. Students' bus concession pass function only on working days which create financial problems for participating girls who are coming from far flung rural areas. - Often there is a lack of components of skill-acquisition in the prescribed curricula. Therefore, it becomes essential to start imparting the training from grass root level. - One of the difficulties is to find properly trained experts for certain skills of orientation. 2. Title of the Practice: Women empowerment through health and hygiene awareness programmes Motto: Aarogyam Param Bhagyam - Health is wealth Context: Though the college is situated in Gandhinagar, the capital city of Gujarat, almost 70 of girls come from the rural areas. The college felt it necessary to empower such deprived girls by holding programmes of health and hygiene awareness. The college has

Collegiate Women Development Committee, and NSS unit which look after this activity all through the year. Goal: - To make students aware of the importance of their personal health and hygiene - To invite experts from the medical field as well as the Health Department of the Government of Gujarat to hold such programmes - To arrange for the health check-up of all the first-year students and to provide medical counselling. - To arrange programmes of cleanliness awareness in the adopted villages

The Context The Vision of our college is to attain social upliftment by empowering women through value-based education. One of the values of human life is to take utmost care of one's health and hygiene.

The Practice: The students commute from the rural areas to our college is up to 70. There is a need to train them to take utmost care of their health and hygiene. They are also learning lessons of cleanliness during various programmes held by the college. The CWDC, and the NSS unit organize lectures, workshops and training for the students of the college as well as for women of the adopted villages. During Covid 19 pandemic extreme care is taken to sanitize the premises, and college building. Thermal guns were used to check temperature of the person visiting the college, sanitization dispenser was placed, wearing of mask was made compulsory, social distancing was maintained by all the staff and students. List of activities (Details are given in AQAR 2019-2020) - Health Check Camp was organised for all the students of FYBA and FYBCOM - Bi-weekly program for cleanliness was arranged by NSS unit of the college. - Students of Geography dept. visited Gujarat Jalseva Training Institute, Sector-15, Gandhinagar under the programme "Awareness on water conservation and salinity of ground water A Geographical visit - Womens law awareness camp and Women empowerment program was jointly arranged by CWDC of college and 'Surksha Setu' initiative of Gandhinagar Police. - On 2nd October Fit India Run was organized by NSS unit of the college Swarnim Gujarat Sports University. - A lecture on IVF Technology was arranged for the students of Psychology Dept. - Blood Donation Camp was arranged by NSS unit in the fond memory of birth of late Chairman of the Trust Shri Maneklal Patel Saheb. - During Covid-19 lockdown cadets of NCC unit prepared and distributed masks. - Yoga Training was arranged for the faculties and the students under World Yoga Day. - Swachhata Rally and Tree Plantation Drive was organised under Swachhata Pakhvada by the NSS unit of the college. - Plastic Free Campaign was organised under Swachhta hi Seva initiative by the NSS unit of the college. - Students of NSS unit visited the village adopted by the NSS Unit and affixed banners to make the people aware of cleanliness and donated clothes to poor and needy. - During annual NSS camp activities such as Environment awareness, Cleanliness and personal hygiene, Protection of Natural resources done. - With the help of Management by providing all necessary resources, special efforts have been made for cleanliness of the college building and sanitization of all places in use during the Covid 19 pandemic. - Anyone entering the premises has been allowed to enter only after checking the temperature by thermal gun and proper sensitization. - Wearing of proper mask has been made compulsory - Management committee has helped the institute by providing thermal guns, masks, sanitization etc. - The Management has established isolation centre and provided food, medical care and all that is necessary for health and hygiene of the people staying in isolation centre. - The local health and hygiene committee of the college has been in full swing to maintain cleanliness and regular sanitization of the building. - It has been made compulsory to wear proper mask, frequent sanitization and to maintain social distancing in college building and premises. Problems Encountered and Resources Required: There is a possibility of getting the routine study schedule disturbed, hence utmost care is needed while planning such programs. At times, programmes are conducted on holidays. Students' bus concession pass function only on working days which create financial problems for participating girls who are coming from rural areas.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://uancmahilacollege.org/agar.php>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Uma Arts and Nathiba Commerce Mahila College was established in 1991 by a reputable Trust: Sarva Vidyalaya Kelavani Mandal. It offers facilities of higher education both at UG and PG levels to the young girls, in quest of academic distinction and to help them to develop their moral, physical, and intellectual faculties in safe surroundings with a view to making them smart and disciplined citizens of our country. Utter selfless social service has given a characteristic moral crusading characteristic to our Mandal as well as our college. Though the college is located in an urban area- the capital city of Gujarat- Gandhinagar, almost 60 to 70 students come from the rural areas. Many of them are having lower economic background and from various castes. The college strives for and maintain justness toward all our students and strive to provide them the best education that they deserve and afford. Vision: The Emblem of our institution is: 'Satyam Param Dhimahi' and the Motto of our Trust is : Kar Bhala Hoga Bhala / ' Do good, good will come to you'. The vision of the college is: "to attain social upliftment by empowering women through value-based education". The college offers Gujarati, Hindi, Sanskrit, English Sanskrit, Psychology, Economics, History, Sociology and Geography as core subjects in UG and Sanskrit in PG and Accountancy in commerce. - The results in the internal tests of the college as well as the external examinations of university have become brighter every passing year. - Academic and Administrative planning and functioning are well coordinated by the IQAC, for a smooth progress with development objectives, directives and guidelines, with specific plans for implementation. The college has been awarded with the status of College with Potential for Excellence, Phase I and Phase- II, by UGC. - Knowledge Consortium of Gujarat - KCG- held Academic and Administrative Audit (AAA) of our college and we have been awarded 'A' grade with CGPA 3.25 on 15th Feb, 2017. - Our College was accredited with 'A' grade by NAAC with CGPA 3.32 on 12th September 2017. Rs. 20000000/ grant was sanctioned for maintenance upgradation of infrastructure and 10000000/- was related for this purpose. - Education Department of Govt. of Gujarat has also awarded our college "for excellence in National Assessment and Accreditation Council (NAAC) on 2nd Feb, 2018. In 2019 - The College IQAC has submitted its AQAR- 2018-19 to NAAC for the further procedure of NAAC accreditation cycle IV. - With the active support of the UGC- CPE grant. During corona pandemic faculties did online FDP's, workshops, courses, webinars and conducted online classes and provided e content to the students. The college principal initiated RUSA activities to augment infrastructural facilities and to renovate and upgrade existing facilities. The Principal did three online certificate courses and made three presentations under Executive Development Programmes before the Management in online meetings. The Principal motivated the faculties to carry out online teaching activities, certificate courses, FDPs, webinars etc.

Provide the weblink of the institution

<https://uancmahilacollege.org/agar.php>

### 8.Future Plans of Actions for Next Academic Year

1. To augment infrastructural facilities of college with Government and Management Grants. To build new class rooms, labs, canteen etc. and to renovate the Academic and administrative sections, library, toilets etc. 2. Women

empowerment through industry-specific training for placement and entrepreneurship training to make them economically independent. 3. To adopt and use the online learning methods 4. More teachers will be encouraged to obtain PhD degree. 5. To conduct training programmes for skill building for teaching and non-teaching staff as per e-governance.