Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**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.	**07923240443**
Mobile no.	**9909923789**
Registered Email	**artscollegeuma@gmail.com**
Alternate Email	**iqacuma91@gmail.com**
Address	**Sarva Vidyalaya Campus, Sector-23, Gandhinagar**
City/Town	**Gandhinagar**
State/UT	**Gujarat**
Pincode	**382023**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Pranav Joshipura**
Phone no/Alternate Phone no.	**07923240443**
Mobile no.	**9825013753**
Registered Email	**artscollegeuma@gmail.com**
Alternate Email	**iqacuma91@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://uancmahilacollege.org/docs/AQAR_2017-18.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://uancmahilacollege.org/aqar.php

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**

6. Date of Establishment of IQAC	**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

Academic Administrative Audit (AAA) conducted and its follow up action	14-Feb-2017 2	900
Feedback from all stakeholders collected, analysed and used for improvements	18-Feb-2018 2	377
Timely submission of Annual Quality Assurance Report (AQAR) to NAAC	10-Dec-2018 1	21
Regular meeting of Internal Quality Assurance Cell (IQAC)	12-Apr-2019 1	15
Regular meeting of Internal Quality Assurance Cell (IQAC)	02-Nov-2018 1	17
Regular meeting of Internal Quality Assurance Cell (IQAC)	05-Oct-2018 1	21
Regular meeting of Internal Quality Assurance Cell (IQAC)	08-Aug-2018 1	21
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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 (BA, B. Com, MA)	College with Potential for Excellence. (CPE)	UGC Letter Dated:3,Jan,2017, D .O.F.No.21-101/ 2017(NS/PE)	2017 1825	10000000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**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	[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**Yes**
If yes, mention the amount	**100000**
Year	**2018**

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

1. Automation and security of college library with RFID software. 2. Up gradation of sports facilities by purchasing latest indoor equipment like two trade mills, three bicycles for exercise and a boxing kit. 3. Web site creation and eContent development workshop for faculties. 4. Under the guidance of IQAC Committee, the faculties prepared the departmental diaries, and PPTs as well as academic personal diaries for systematic and qualitative academic functioning of the college.

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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	Achivements/Outcomes
National seminars and workshops will be organized.	**International workshop on faculty development was organised on 18,19 February 2019 and 2 March,2019**
FDPs will be held on Intellectual Property Rights and Learning Management systems.	**Teachers have been introduced to Intellectual Property Rights and Learning Management Systems during staff meeting.**
More teachers will be encouraged to obtain Ph. D. Degree	**Four teachers are pursuing Ph.D. degree at present. Two teachers have obtained Ph.D. degree this year.**
Revision of stakeholders' feedback forms	**IQAC has revised the feedback forms for various stakeholders.**
Improvement of Infrastructural facilities of the college.	**The College has purchased the Equipment of Rs.8500000/- (Eighty Five Lac) for Improvement of Infrastructural facilities of the college. RUSA has given the grant of Rs. 20000000/-) (02 crore) for New Construction, Renovation and buying of Equipment.**
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Sarva Vidyalaya Kelavani Mandal, Gandhinagar	29-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	13-May-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	14-Nov-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	"Institute Management System", a software application for the e governance of college administration through ERP, for our institute, has been implemented and is being used at the college for more than three years. List of modules developed and implemented are as below: Modules 1.Systems Requirements Specification 2.Systems Design 3.User Access Control Framework 4.Admission Process module, G. R. module, Enrollment module, Roll Number generation, Subject selection 5.Examination module – Internal and External exams 6.Past students details modules 7.Attendance module, time table module 8.Scholarship, bus commute, TC/ Bonafide module Students Activities module – NCC/NSS/Sports exam, cocurricular activities 9.STCC – Short term certification course, Cultural activities, PTA – Parents Teacher Association, Hostel Girls Association 10.Faculty attendance, leave management, academic / cultural activities, holidays, leave rules for staff and faculty 11.MIS reports for abovementioned modules Support on these modules is being provided to the staff as and when they need. Modules are also modified if there are any changes required and additional reports are also developed as per the need. Final

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

We offer courses of arts at UG and PG levels and commerce at UG level. The College offers English, Gujarati, Sanskrit, Hindi, Economics, Sociology, Psychology, History, and Geography as core subjects in UG Arts and Sanskrit in PG Arts and Accountancy as core subject in Commerce. Our college is affiliated with the Gujarat University which follows the CBCS system. - At the beginning of every academic year all the departments conduct meetings to discuss and plan for the syllabus and also for all the departmental activities beforehand. - We organize orientation programme of newly admitted students and the details about various aspects of curriculum are explained elaborately to them. They are also informed about the 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, etc. The students are emphatically informed about academic expectation from them and their active participation in all the activities of the college enhancing the competitiveness and sustaining the legacy of the college. - In addition to the college orientation, each department too organizes orientation of their subject students and familiarize them with the syllabus, academic calendar, subject related events, assignments, projects, examinations, etc. - An informative session for students is organised to provide details regarding semester examination and the entire CBCS system is done to make students aware about examination pattern. - Staff meetings are regularly held into which is decided 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 plans 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 examination. - Experts are invited to conduct workshops, seminars, lectures and training programmes for students' and faculties' enrichment. - Individual departments conduct projects, debates, quiz, and workshops to abreast students related to syllabus. - The office staff provides information regarding administrative process, fees, university administrative system, etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
English Communication Skills	_	17/06/2019	40	Focus on employability	Communication skills: Skills of Listening, Speaking, Reading and

| Certificate Course in Beautification and Aesthetics | _ | 21/07/2018 | 54 | Focus on Entrepreneurship. | Writing. Development of various skills of beauty parlour |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NIL	24/11/2019
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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	NIL	01/12/2019

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

	Certificate	Diploma Course
Number of Students	68	0

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	12/06/2018	208
Foundation Course: Time Management. Soft Skill: N.S.S.	12/06/2018	112
Foundation Course: Natural Resources and Management Soft Skill : E Communication	12/06/2018	135
Foundation Course: Disaster Management. Soft Skill : Presentation Skill	12/06/2019	101
Foundation Course: Environment Studies Soft Skill : Leadership Development	26/11/2018	311
Foundation Course: Pollution Control and Its Impact. Soft Skill : Presentation Skills	26/11/2018	133
Foundation Course: Financial Services Soft	26/11/2018	97

Skill : Writing Skills	

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	ECONOMICS	15
BA	GUJARATI	37
BA	SOCIOLOGY	89
BA	GEOGRAPHY	16
BA	SANSKRIT	112
BA	ENGLISH	166
BA	HISTORY	7
BA	PSYCHOLOGY	124

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
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
We collect feedback from students on curriculum, faculty performance, physical facilities, co-curricular and extracurricular activities of the college. The feedback is analysed and communicated to concerned teacher and the improvement is observed. Their feedback regarding physical facilities, co-curricular and extracurricular activities of the college is discussed in the IQAC meetings and necessary steps are taken to solve their grievances if there are any. The Career Guidance and Placement Cell interacts with companies for various purposes – from training to placement – and during their interaction, the companies give feedback about the college. Commerce Department organizes industrial visit every year wherein the Department gets in touch with industries and receive feedback about the college. Many experts, trainers, and professionals are invited for various academic-industry programmes. Our past students are invited for various purposes and they are good source to provide us feedback. Moreover, the college faculties are attached to many academic and non-academic organizations and from these extensions, the feedback about the college is also sought. And lastly, the college is associated with many NGOs, GOs, and organizations that also lay down suggestions for quality improvement. Additionally the college has a suggestion box and the inputs are analyzed by the Management and necessary amendments are made.

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
BA	English Hindi Gujarati Sanskrit Psychology Sociology History Geography Economics	240	212	208
BCom	Accountancy	150	116	112
MA	Sanskrit	50	11	10
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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
2018	888	14	28	3	31

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
29	29	332	20	7	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
0	0	00

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	26	2	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	Designation	Name of the award,

	receiving awards from state level, national level, international level		fellowship, received from Government or recognized bodies
2019	Dr. Yogini H.Vyas	Associate Professor	"Akhil Bhartiya Sanskrit Katha Pratiyogita" by Uttrakhand Sanskrit Academy. Rs. 7000/-

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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	011	I,III,V	08/12/2018	01/01/2019
BCom	031	I,III,V	08/12/2018	01/01/2019
MA	019	I,III	08/12/2018	01/01/2019
BA	011	II,IV,VI	06/04/2019	15/05/2019
BCom	031	II,IV,VI	06/04/2019	15/05/2019
MA	019	II,IV,VI	06/04/2019	15/05/2019

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

- There is CBCS pattern for all the UG and PG Programmes. Under which 30 marks are for internal evaluation. 10 out of the 30 internal marks are given for seminars, quiz, assignments, projects and class room participation, 05 marks are 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 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.

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

The academic calendar including dates of examination is decided by the University and the same is communicated to college in the beginning of the year. The affiliated colleges have to follow 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. Fortunately, 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 plan teaching. During the academic year 2018-19, as per the Gujarat University Academic Calendar the college was instructed to hold the internal examinations up to 9th October, 2018. Hence the college internal examinations were held between 20th September and 8th October, 2018 for the semesters I III and V.

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://uancmahilacollege.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
019	MA	Sanskrit	4	4	100
031	BCom	Accountancy	101	94	93.06
011	BA	English Hindi Gujarati Sanskrit Psychology Sociology History Geography Economics	157	146	99

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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
Any Other (Specify)	1825	UGC	10000000	8800000

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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
National level seminar on "Aadhunik Rastrabhaki-Rasashrit Mahakavyoma 'sri Narendravijay Mahakavyam' Vishe.	Sanskrit Department and Akhil Bhartiya Shikshan Mandal, Gandhinagar.	28/10/2018

Phase I and Phase II International FDP-3 days International Workshop on Enhancing 21st Century Teaching Andragogy by Integrating Applied Education and World of Work Skills for the Global Economy into their Teaching Practices	Organised by Faculty Development Committee,Uma Arts And Nathiba Commerce Mahila College and KSV University Department of International Relations, GTEP in collaboration with British Deputy High Commission-Gujarat.	18/02/2019
Leadership Empowerment development – Teaching Pedagogy and Andradogy	College and KSV University Department Organised by Faculty Development Committee, Uma Arts And Nathiba Commerce Mahila of International Relations.	25/02/2019
Workshop on Women Entrepreneurship Programme	Entrepreneurship Development Cell	06/02/2019

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
Akil Bhartiya Maulik Sanskrit Laghu Natak Lekhan"	Dr. Yogini H.Vyas	Delhi-Sanskrit Academy.	31/03/2019	Encouragement Prize. Rs. 2000/- National Level
"Akil Bhartiya Maulik Sanskrit Laghu Natak Lekhan"	Dr. Yogini H.Vyas	Delhi-Sanskrit Academy	31/03/2019	Second Prize Rs. 5000/- National Level
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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	24/11/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	14000	0

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

Name of the Department	Number of PhD's Awarded
Sanskrit	1
Psychology	1
English	1
Commerce	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	1	00
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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
Sanskrit	3
English	2
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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	2018	0	NIL	0
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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	2018	0	0	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	26	5	2	2
Presented papers	1	5	0	0
Resource persons	3	0	3	1
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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
CATC III camps	Gujarat Girls BN NCC HQ,Guj. Girls BN, Law Garden Ahmedabad,	3	12

World Yoga day at college	NSS NCC	38	315
Second and Third year students enrolment July 2018	NCC Unit College	3	28
FYBA and FYB.Com students enrollment	NCC Unit College	3	45
NCC pareds by PI Staff	NCC Unit College	3	490
Cadets Selection for RDC Camp	NCC HQ , Ahmedabad	3	1
"Saurya Yatra" with 551 ft Tri Color National Flag	SVKM	7	71
Republic Day pared	Rajpath New Delhi	3	1
B Certificate Exam(Written Practical) Feb 2018 , C Certificate Exam(Written - Practical)	NCC HQ Law Garden Ahmedabad Gujarat College Ahmedabad.	3	49
Adopted Village Visit, Tree Plantation Drive,Cleanliness Procession, Gandhi Jayati, National Unity Day (Sardar Patel Jayati), NSS Yearly Camp January 2019,Blood Donation Camp Feb. 2019	NSS Activities	26	1191
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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	0
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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 activites	Number of students participated in such activites
Voters' awareness Programme	Election Commission Govt. of India	Run for Voter's Awareness	6	98
Awareness of Gandhian Thought	Govt. Of India	Gandhi Jayanti	26	350

Voters' awareness	Election Commission Govt. of India	Drawing Competition under Voters' awareness campaign	4	19
Cleanliness Awareness	NSS Unit and Govt. of Gujarat	Cleanliness Week	6	128
International Yoga Day	Health Dept. Govt. of Gujarat	Celebration of International Yoga Day	26	300
Yoga Training	Health Dept. Govt. of Gujarat	Yoga Training	26	300
Women empowerment	Govt. of Gujarat.	International Women's Day (NCC Youth Power Award)	3	1
Health awareness	Red Cross Society	Haemoglobin and Blood Donation awareness	3	700
Yoga Training	NCC Unit and Govt. Of Guj.	World Yoga Day	3	10
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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
Health Awareness Programmes- Free Check-up of HB	600	C.M.Patel College of Nursing(Gandhinagar)	07
Cultural Activity Support	45	Creative Zone. (Gandhinagar)	03
Career Counselling for Final Year Students.	350	S.S. Patel College of Education	07
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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
NIL	NIL	NIL	24/11/2019	24/11/2019	00
[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
JBS Logistics, Ahmedabad	20/07/2018	Students' employability training	291

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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
200000	217518

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Video Centre	Existing

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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 patially)	Version	Year of automation
SOUL	Fully	2.0	2009
RFID(Radio Frequency	Partially	KM Smart	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2331	133608	26	3206	2357	136814
Reference Books	11343	2713006	1641	1026486	12984	3739492
Journals	41	0	41	0	82	0
CD & Video	406	65750	3	2388	409	68138

Weeding (hard & soft)	254	27668	78	5812	332	33480

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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	24/11/2019

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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	95	5	12	6	1	2	11	98	0
Added	50	0	12	0	0	0	0	0	0
Total	145	5	24	6	1	2	11	98	0

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

<div align="center">98 MBPS/ GBPS</div>

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 incurredon maintenance of physical facilites
100000	107616	100000	109902

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)

- The college has well defined guidelines and procedures for repairing and maintaining activities to ensure time bound maintenance work. We have established various committees like Equipment Purchase Committee, Building Committee, College Administration Committee, Hostel Committee, Library Advisory Committee, Purchase Committee, etc. with the purpose of properly maintaining the infrastructure. • For equipment like computers, lab equipment, smart boards, water purifier, air conditioner, internet, etc. AMC is signed for proper up-keeping and maintaining them. The equipment are cleaned and provided with service 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 sports facilities on the campus for the students and the faculties. • Separate non-teaching staff is given responsibility for housekeeping. Gandhinagar Municipal Corporation also helps us in maintaining housekeeping and cleanliness on the campus. • The college has appointed sweepers who have the responsibilities of cleaning all washrooms and keeping the entire campus clean. • The gardener maintains the garden well. • 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 and old and irreparable things are written off annually.

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. Poor Students' Help Fund 3.Das kaka Divaliba Smruti Fund 4.Financial Support to Students from Faculties.	56	55223
Financial Support from Other Sources			
a) National	1.National Scholarship from Government of India 2. Minority Scholarship	5	50000
b)International	_	0	0
View File			

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
Training Program on Logistic Department	20/07/2018	291	JBS Company
Testing and Analysis Training Program	04/09/2018	676	Sarva Vidhyalaya Kelavani Mandal
SCOPE – Only Assessment Scheme	21/08/2018	71	SCOPE Government of Gujarat
Udisha – Finishing School Batch- 2	03/12/2018	34	KCG Government of Gujarat
Udisha – Finishing School Batch- 1	20/08/2018	42	KCG Government of Gujarat

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 passedin the comp. exam	Number of studentsp placed
2018	Training for Competitive Examination	60	0	0	0
2018	Training Programme for Placement by TCS	0	40	0	11
2018	Testing and Analysis Training Program	0	10	0	4

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
2	2	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
TCS, Garima Park, Gandhinagar	54	12	01	0	19

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	7	B.A	ECONOMIC	• HNGU UNIVERSITY, PATAN • GOV.ARTS COLLEGE, GANDHINAGAR •	M.A. – 01 M.A. – 04 M.A. – 01 B.ED - 01

				S.V.COLLEGE, AHEMDABAD • DEPARTMENT OF EDUCATION (GUJARAT UNIVERSITY)	
2018	9	B.A	HISTORY	• HNGU UNIVERSITY, PATAN • GOV.ARTS COLLEGE, GANDHINAGAR • SHIDHARATH LOW COLLEGE, GANDHINAGAR • L.K.SHAH.LAW COLLEGE	M.A – 01 M.A. – 04 L.L.B – 03 L.L.B – 01
2018	5	B.A	GEOGROPHY	• CHAUDHARI COLLEGE, GANDHINAGAR • GOV.ARTS COLLEGE, GANDHINAGAR • THE SANDIPANI SHIKSHAIN MA HAVIDHYALAYA	M.A. – 01 M.A. – 03 B.ED – 01
2018	15	B.A	SOCIOLOGY	• GUJARAT UNIVERSITY • HNGU UNIVERSITY, PATAN • GOV.ARTS COLLEGE, GANDHINAGAR • CHILDREN UNIVERSITY • KNSBL UNIVERSITY (NORTH GUJARAT UNIVERSITY) • SHIDHARATH LOW COLLEGE, GANDHINAGAR	M.S.W – 02 M.A – 01 M.A – 08 M.S.W- 01 M.A.- 01 L.L.B – 02
2018	15	B.A	PSYCHOLOGY	• GUJARAT VIDHYAPITH, AHEMDABAD • GOV.ARTS COLLEGE, GANDHINAGAR • CHILDREN UNIVERSITY	MPSW – 01 M.A.-06 M.A.-06 M.S.W-02
2018	2	B.A	SANSKRIT	• UMA ARTS & NATHIBA	M.A. – 01 B.ED – 01

2018	6	B.A	HINDI	• DELHI UNIVERSITY, IGNU • HNGU UNIVERSITY, PATAN • GOV.ARTS COLLEGE, GANDHINAGAR • CHILDREN UNIVERSITY	M.A.-01 M.A.-01 I.T.I – 01 M.A. – 01 M.S.W-02
				COMMERCE MAHILA COLLEGE, GANDHINAGAR • P.M.PATEL COLLEGE, ANAND	
2018	6	B.A	GUJARATI	• GUJARAT UNIVERSITY • CHILDREN UNIVERSITY, GANDHINAGAR • CHAUDHARI COLLEGE, GANDHINAGAR	M.A. –01 M.S.W – 03 M.A.- 02
2018	16	B.A	English	• K.R.MANGLAM UNIVERSITY • HNGU UNIVERSITY • GOV.ARTS COLLEGE, GANDHINAGAR • S.S.PATEL B.ED COLLEGE • SHIDHARATH LOW COLLEGE, GANDHINAGAR • CHILDREN UNIVERSITY, GANDHINAGAR • A.G.TEACHERS COLLEGE	B.ED – 01 B.ED – 04 M.A –05 B.ED – 01 L.L.B. – 01

View File

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
NET	1
SET	2
TOFEL	1
Any Other	78

View File

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Number of Participants
Judo Wrestling Handball Athletics	Inter College (State)	3
View File		

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Inter University Cricket Player,Open Senior National Player	National	2	0	2017011071 62	Patel
2018	CATC Camp Kho-kho Award	National	1	0	GJ17SWA102 475,GJ17SW A102472	Mansi jani, Miral Prajapati
2018	Republic Day Parade Rajpath New Delhi	National	0	1	GJ17SWA102 490	Niral Makani
2018	CATC Camp Group Song Award	National	0	1	GJ16SWA102 470	Drashti patel
2018	CATC Camp Group Song Award	National	0	1	GJ16SWA102 475	Nirali Suva
2018	CATC Camp Group Song Award	National	0	1	GJ16SWA102 489	Bhumi Joshi
2018	CATC Camp Group Song Award	National	0	1	GJ16SWA102 477	Brinda Bhatt
2018	CATC Camp Group Song Award	National	0	1	GJ16SWA102 458	Rajkuvarba Vaghela
View File						

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

The Gujarat University does not permit student election and henceforth there is an absence of elected student council. However, the college is fully aware about democratic values and therefore there is a student council based on merit, as per the rule of the University. Student with the highest marks in Third Year becomes the General Secretary of the college. It consists of Council-In-Charge (Faculty), General Secretary (G.S.), Vice G.S., Sports Secretary,

Cultural Secretary and Class Representatives (C. R.s) Major Activities: The Council is active in planning, designing and execution of all the programmes. This way, they learn lessons of management. This Council becomes more related during the alumni association meet. The college provides funds for their activities. Councils inaugural function, Teachers day Celebration, Annual Social Gathering, Farewell for T.Y. Students, Swarnim Gujarat Celebration (Activities of Saptdhara), Annual cultural activities, celebration of departmental days and such other activities organized by the college. 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, Sapt Dhara, Collegiate Women Development Committee (CWDC), Teachers' Day Celebration, Alumni Association Meet, Canteen Committee, Grievance Redressal Cell, Sports Council, Anti-Ragging Committee, Nature Club,

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has Alumni Association named "Poorva" since 2005. The college has the constitution for the Alumni Association. The main activities : • To call the meeting of the past students • Registration formalities of the Association • Get – together of alumni • Inspirational speeches by Alumni for present students. • Activity Process Chart formed for the activities of alumni association. Our past students help the institution by contributing in its development in number of ways: • Every year in the Orientation programme for the freshers, we invite a few of our past students to address the newly admitted students. They narrate 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. They come to deliver lectures in our Classes of Career Counselling and Self Employment Cell after joining any of the profession/ occupation / vocation. • Our alumni have donated books to the college library and Notice Boards to different departments. We can call our prominent past students to help us in organizing various programme like NSS camps and any other cultural for exerts activities.

5.4.2 – No. of enrolled Alumni:

715

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

1500

5.4.4 – Meetings/activities organized by Alumni Association :

Our past student Ms. Harshida Patel conducted a session on Career Counseling for the present students on 16/6/2018. 65 students participated. A few past students named Harshida Patel, Mittal Prajapati, shilpaben patel, Kalpanaben Patlani, Tamanna Sutariya remained present in praveshotsav- Orientation programme for freshers on 17/07/2018. Harshida Patel, Mittal Prajapati, shilpaben patel remained present in orientation programme of CWDC to motivate students. In the youth festival – North Zone Gujarat University (17 18/09/2018) our past students Shraddha Gadhvi and Rinal provided guidance to the present participating students. A programme of alumni association, meeting and interaction was held on 15/9/2018 in which 101 past students participated.

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)

Our management believes in participatory organizational structure. The college performs its day-to-day administration with a stream-lined mechanism of internal division of work and inter-departmental coordination. While 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. 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. 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. 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 of future actions from time to time. 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 co-ordination and monitoring of the Departmental work as well as the other college activities. Moreover, IQAC involves almost all faculty members and office staff in the compilation and documentation of NAAC accreditation process.

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
Curriculum Development	Syllabi are framed by respective 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
Teaching and Learning	Departmental diary is prepared by IQAC 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.
Examination and Evaluation	The University has framed the syllabus 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 increase speed of conducting examination and save time, the University has decided to keep examination session of 2.30 hours and conduct examination in three session in a day
Research and Development	A Research Committee to encourage colleagues to take up research projects from different funding agencies. Workshop on Testing and Analysis was held from 4/9/2018 to 12/9/2018 for student of Psychology. After the programme students went to 11 schools of nearby villages to get the questionnaire filled. The conclusion of it was presented in the research paper form during national seminar conducted by Gujarat University. Enrichment of research facilities is through, • Developing well equipped research centre • Subscribing research journals and e-journals • Facilitating computer-internet • Research grant by the Management to promote research work
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, N-List, LCD, RFID, barcode reader, SOUL, OPAC and library related software. • Separate reading section created for students and faculties. • The College

	has 31 classrooms, 5 latest equipped and high-tech laboratories, 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 availabile.
Human Resource Management	• Recruitment of highly qualified faculty members • Faculty development programmes • Training programmes for non-teaching staff • Various co-curricular, and extra-curricular activities under the title,'Saptdhara' for students entitled. 1. Jnan Dhara, Sarjanatmak Abivyakti Dhara, Natya Dhara, Kala Kaushalya Dhara, Geet, Sangeet, Nritya Dhara, Samudayik Seva Dhara, Vyayam, Yoga, Khelkud Dhara. 2. KCG Udisha Finishing school training programmes for employability to students.
Industry Interaction / Collaboration	3 workshops organized: Workshops by Mrs. Daxaben Yagnik, Proprietor, Sapt Rang Packages, on Women Entrepreneurship on (1) 06/02/2018, (2)15/09/2018 Cooperation week organized in collaboration with Gandhinagar District Cooperative Society. Date: 16 to 21/07/2018. Trainer: Vasantben Patel MOUs with • TCS, Garima park, Gandhinagar • EDI, Entrepreneurship Development Institute of India, Bhat, Gandhinagar • JBS logistics company, Ahmedabad. Several activities are under taken collaboratively with Some prominent Bodies like: • Charitable Institutions • GOs and NGOs • Industrial Units • Madhur Dairy, Gandhinagar • Gandhinagar Jilla Sahkari Sangh • Gram Panchyats of villages: Dholakuva,Pratapnagar
Admission of Students	Admissions for the first year students are on-line by Gujarat University Ahmedabad. Rules and regulations of the Gujarat University and State Government are adhered to for admission.

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

E-governace area	Details
Administration	"Institute Management System", a software application for the e-governance of college administration

	through ERP, 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. Regular internet facilities are upgraded for the better performance of E-Governance of administration.
Finance and Accounts	For finance and account section latest Tally Software is purchased and is in use. 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.
Student Admission and Support	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 by the college. The fees of the students are collected 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	Total work of examination is computerised. Examination blocks, general reports of students presence-absence, 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.
Planning and Development	E-governance of 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 with CPE grant of UGC.

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
2018	Dr. Bharat Tadvi	26th Gujarat Sociological Conference on Social Thinking of Mahatma Gandhi.	Gujarat Sociological Society abd Department Of Sociology, Gujarat University Ahmedabad.	1200
2018	Dipti .M. Pandya	International Conference on Harmony Through Education and Inclusive Education.	School of Distance Education, Research Association of Dr, Baba Saheb Ambedkar Open University.	1000
2018	Mita R. Shah	National Conference on Various Dimensions of Indian Politics	Department of Political Science, School of Humanities and Social Sciences. Dr. Baba Saheb Ambedkar Open University.	500
[View File](#)				

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 development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Phase I and II International FDP- 3 days International Workshop on Enhancing 21st century Teaching Andragogy by Integrating Applied Education and World of Work Skills for the Global Economy into their Practices.	_	18/02/2019	19/02/2019	26	0
2018	_	Workshop on Soft Skills for Non-Teaching Staff	27/08/2018	28/08/2018	0	11
2019	_	How to Maintain Amicable Relation with Student	25/04/2019	26/04/2019	0	11
2019	_	Professional Training Programme for Non-Teaching Support Staff	13/05/2019	15/05/2019	0	12
2019	_	Examination Reforms and the Roll of Non-Teaching	17/05/2019	18/05/2019	0	12

			Staff				

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
UGC Sponsored Orientation Programme	1	28/05/2018	24/06/2018	27

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
•Different types of Leaves, as per Central/State Govt. Pattern • T.A. D.A. towards official tours • Payment of deposit-linked insurance scheme to the family of the employee who dies while in service • Encashment of half- pay commuted leaves at retirement, as per rules • Reimbursement of Registration fees for attending Conferences/ Seminars, etc • Medical reimbursement and other medical facilities in Government or private hospitals, as per rules • Government Quarters • Faculty Improvement Programmes (F.I.Ps for staff) • U.G.Cs Career Advancement Benefits of Senior Scale and Selection/Readers scale to teachers • LTC facility, as per rules • G.P.F. Advance and withdrawal facilities, as per Rules • Prompt payment of central D.A. rises. • Pay Commissions	• Different types of Leaves, as per Central/State Govt. Pattern • T.A. D.A. towards official tours • Payment of deposit-linked insurance scheme to the family of the employee who dies while in service • Encashment of credit balance of earned leaves at the time of retirement • Encashment of half pay commuted leaves at retirement, as per rules • Payment of bonus to non-gazette staff • Reimbursement of Registration fees for attending Conferences/ Seminars, etc • Medical reimbursement and other medical facilities in Government or private hospitals, as per rules • Government Quarters • Washing allowance (for class 'IV') • LTC facility, as per rules • G.P.F. Advance and withdrawal facilities, as per Rules • Prompt payment of central D.A. rises. • Pay Commissions	The college provides scholarships to the 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 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. Even the transportation facility is provided by

or U.G.C. scales • Retirement benefits like Gratuity, G.P.F. with interest, Commuted Pension, Earned leave encashment and Family Pension	State Level's Scale. Retirement benefits like Gratuity, G.P.F. with interest, Commuted Pension, Earned leave encashment and Family Pension • Residential quarters for class IV employees in the campus itself	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. • Scholarships for meritorious students to pay hostel fees entitled: MYSY Scholarship. • Scholarship given by the Management: Shri Maneklal Memorial Scholarship Scheme for the meritorious students. • Scholarships given from Poor Students Help Fund of the college. • Bus/Train concession passes issued by the Govt. of Gujarat. • Bus commuting facility provided by the Management. • Free training 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 for all 1st Year Students • Electric bike facility from the government is in practice.

6.4 – Financial Management and Resource Mobilization

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

The office bearers of an auditing firm, Patel Mankad and Co., carry 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 Commisionerate of Higher Education, Government of Gujarat. The details of the audit of last year are given below: Sr. No. Year Date of Internal Audit Date of External Audit 1 2018-2019 25-07-2018 2 15-11-2018 3 20-03-2019 4 07-06-2019 There was not a single audit objection.

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
College Management, Gayatri Parivar Gandhinagar, College Faculties (Consultancy), Past Students	847141	To meet with the expenses of visiting guest faculties, ad-hoc administrative staff and security personals, Poor Students' Help Fund, Students Welfare Fund.
[View File](#)		

6.4.3 – Total corpus fund generated

847141

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	Yes	KCG GUJARAT	Yes	Management
Administrative	Yes	KCG GUJARAT	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)

Workshop on Soft-Skills for Non-teaching staff (Dt. 27-08-2018 to 28-08-2018) (2 days) (Expert – Prof. Parinita Jah Prof. Vijaysinh) How to maintain amicable relation with students (Dt. 25-04-2019 to 26-04-2019) (2 days) (Expert – Prof. Dr. Keyurbhai) Designing development of the course training of Non-teaching support staff (Dt. 13-05-2019 to 15-05-2019 (3 days) (Expert – Dr. Surykrishan Mantrala) Examination reforms the roll of Non-teaching staff (Dt. 17-05-2019 to 18-05-2019) (2 days) (Expert – Prof. Dr. P.K. Shah)

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

1. Improvement and up gradation of Infrastructural facilities of library, labs, sports with helps of CPE grants of Rs. 8500000/-. 2. Organization of International FDP on 18-19 February, and 2nd March, 2019 with helps of CPE grants. 3. Allocation of RUSA grant of Rs. 20000000/- for New Construction, Renovation and Equipment for Improvement and up gradation of Infrastructural facilities

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	Yes

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
2018	Faculty Development Programme: International workshop on enhancing 21st century Teaching Andragogy by Integrating Applied Education and World of work skills for the Global Economy in to the Teaching Practices. (Phase I - II) 18-19 Feb,2 Mar 2018	18/02/2018	18/02/2018	19/02/2018	50
2018	Development Programme for Support Staff : 1. Workshop on Soft-Skills for Non-teaching staff	27/08/2018	27/08/2018	28/08/2018	11
2019	Development Programme for Support Staff : 2. How to maintain amicable relation with students.	25/04/2019	25/04/2019	26/04/2019	11
2019	Development Programme for Support Staff : 3. Designing, development and Implementation of the course training of Non-teaching	13/05/2019	13/05/2019	15/05/2019	12

2018	Development Programme for Students :UDISHA Finishing School Batch I	20/08/2018	20/08/2018	26/10/2018	42
2018	Development Programme for Students :UDISHA Finishing School Batch II	03/12/2018	03/12/2018	28/12/2018	34
2018	Development Programme for Students :Testing and Analysis Training Programme	04/09/2018	04/09/2018	12/09/2018	676

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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
Orientation programme for freshers by Collegiate Women's Development Committee. (CWDC)	17/07/2018	17/07/2018	320	0
Modern Women and their Challenges	25/08/2018	25/08/2018	98	0
Women and Laws	28/01/2019	28/01/2019	95	0
Gynaecological Problems of Women and their Solutions.	06/02/2019	06/02/2019	700	0
International Women's Day Celebration	08/03/2019	08/03/2019	58	0

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
The college makes all the endeavours to depend on natural sources for light and air in its premises. Doors and windows are kept open for the purpose of cross ventilation. The agro-waste generated in the institutional premises is converted into compost. The compost prepared from this is used in gardens as source of organic nutrient. The institute conducted green audit of the campus. Through a project carried out by the Department of Life Sciences of our sister institute, Pramukh Swami Science and Arts College, Kadi. Total 251 trees were identified from 13 different families and estimated to measure the total carbon storage available in the college. Total organic carbon in trees was observed 539.20 ton per tree. • We have selected subjects like Environmental Studies, Natural Resource Management, Disaster Management, Pollution Control Its Impacts etc, in the study of Foundation Courses and Soft Skills • We have arranged special sessions of practical training for environment by Mr. Hemant Suthar, District Forest Officer, Forest Department, Government of Gujarat, for different groups of our students. • The faculty members of Geography Department have taken project of Kitchen Gardening • Arrangement of Waste Management (Composting and waste water recycling) exists • Our institute has constructed underground water recharging facility, where the rain water is collected and thereafter used for gardening • 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 disposed at the garden beds to water the plants.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	0
Ramp/Rails	Yes	1
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	No	0
Any other similar facility	No	0

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
2018	4	4	22/07/2018	31	To strengthen students 'ability to use	Inability to use English language in day to	71

				English through implementation of 'only assessment scheme' of SCOPE.	day use because of study in regional language.	

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Information Brochure	01/05/2018	The College is sensitive to maintain high standards Human values and Professional ethics in its academic and administrative functions. The college publishes its policies, rules and customs in a brochure which is distributed to all students at the time of admission. The college has constituted certain committees such as examination committee, Time Table and Academic Calendar Committee, Admission Committee, Campus Discipline and Security Committee, Student Council, Canteen Committee, Needy Student Help Fund Committee, Health Centre Committee, Student Grievance Redressal Committee, Hostelite Girls' Committee, Divyang Committee, to maintain the standards of Human Values and Professional Ethics. These Committees consist of Non-Teaching, Teaching staff and Students. They do the follow up of proper code of conduct for various stakeholders.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Women and Society and Character Building	27/12/2018	27/12/2018	80

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)
Energy conservation: We use CFL in our institution at few places like seminar hall, auditorium, etc. and power saver tube lights at other places to conserve energy. Electronic regulators have been used to replace electric controls. The classrooms and labs are painted in lighter shade of colour to increase illumination. Installation of MCB at certain places in the premises makes it convenient to switch off lights and fans not in use. In kitchens of our hostels, Piped Natural Gas (PNG) is used as fuel which conserves energy. Use of Renewable Energy: The agro-waste generated in the institutional premises is converted into compost. The compost prepared from this is used in gardens as source of organic nutrient. Installation of solar panels is planned to materialize the concept of green library. Water harvesting: a. Our institute has constructed underground water recharging facility, where the rain water is collected and thereafter used for gardening b. 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 c. The waste water of the cooler and RO plant is disposed at the garden beds to water the plants. Plantation: a. Planting of trees, symbolically means students' journey of growth and fruition during their experience of study in this college. The Nature Club, with the help of the gardener, has been actively organizing plantation initiatives in the college to maintain aesthetic environment b. Every year, the college organizes the program of tree plantation in which students, staff, volunteers of N.S.S. and cadets of N.C.C. unit participate. c. There are four formal gardens of varying sizes, cultivated lawns, plotted plants, seasonable vegetables and edible herbs d. A herbal garden is developed with the help of students under the guidance of officials of Agriculture Department of Government of Gujarat. A variety of herbal plants are there on the campus. E-waste management: With the fast development of electronic technology, different electronic equipment / gadgets become obsolete. In order to reduce the volume of e-waste generation, we have adopted 'buy back system' in which we return out-dated systems back in the company from where they were purchased. We donate systems of older configuration to our poor students. Some of the systems in good condition are upgraded and repaired. The e-waste generated in our institution is directly given to e-waste management agencies. However, currently, college does not face severe problem of e-waste management.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices
1. Women empowerment through employment and entrepreneurship: Motto: Swavlamban / Skills for Self Sustenance 2, Women empowerment through health and hygiene awareness programmes: Motto: 'Aarogyam param bhagyam!' Health is wealth

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/aqar.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
Established in 1991 by Sarva Vidyalaya Kelavani Mandal, Uma Arts and Nathiba Commerce Mahila College provides facilities of higher education at UG and PG levels to the young women, in pursuit of academic excellence and to help them in the development of their intellectual, physical and moral faculties in safe surroundings with a view to making them disciplined citizens of our country.

The background of utter selfless social service has given a distinctive ethical crusading characteristic to our Mandal as well as our college. To this day, although our college is located in a purely urban area, we continue getting students from the rural areas, from the lower economic background and cutting across all caste and religious denominations. We strive for equity toward all our students and strive to provide them the best education that they deserve and that they can afford. Vision: ? The Emblem of our institution is: 'Satyam Param Dhimahi' ? The Motto of our college 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" We offer Sanskrit, English, Hindi, Gujarati, 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 year after year. • In the results April-2019 three students got ranks in the university examinations. 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. As a result of constant efforts made by all of us to constantly scale greater and still greater heights, the college has been awarded with the status of College with Potential for Excellence, Phase I and Phase- II, by UGC. KCG, Gujarat 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. Education Department of Govt. of Gujarat has awarded our college "for excellence in National Assessment and Accreditation Council (NAAC) for betterment of Education, Society and Nation in the category of Grant-in-aid College (Non-technical) on 2nd Feb, 2018. The College IQAC has submitted its AQAR- 2017-18 to NAAC for the further procedure of NAAC accreditation cycle IV. With the active support of the UGC CPE grant and the matching share of the Management as well as the motivating policies of the Department of Higher Education, Gujarat state through KCG, the quality of education provided in our college has seen remarkable enhancement due to augmented infrastructure, faculty development programmes, students enrichment programmes and outreach activities conducted by the college as part of Institutional Social Responsibility (ISR) in the villages situated in Gandhinagar district.

Provide the weblink of the institution
https://uancmahilacollege.org/aqar.php

8.Future Plans of Actions for Next Academic Year

• To introduce more innovative/skill oriented programmes: Several sustainable curricular practices which lead to academic effectiveness and excellence are followed. Co-curricular practices include an assortment of Short Term Certificates Courses being conducted in the Institution to add value to their degrees as well as increase their employability and entrepreneurial skills. The College intends to organise more certificate courses like English Communication Skills, Archaeology awareness Course, Use of Correct grammar of Gujarati Language etc. • To arrange workshops, seminars, training programmes for teaching and non-teaching staff: In order to provide training in latest pedagogy, the college intends to arrange international, national and regional workshops for teaching staff during the year. To train non-teaching staff in the use of ICT and ERP, the college has planned to organise different programmes. So that the non-teaching staff can maintain good relationship with students as well as other stake holders. • Field visits to rural areas by departments of social sciences and languages: The institution is indeed responsive to the community needs and conducts various extension services/activities, as an integral part of the wholesome education process. The institution promotes participation in extension

activities by encouraging students and teachers in the extension activities organized by the institute in collaboration with the NSS unit of Gujarat University, Ahmadabad. The volunteers participate in camps of regional and national levels and get the opportunity to be the part of the Republic Day parades. • To augment infrastructural facilities of college with government and management grants: The college has an adequate infrastructure for academic, co-curricular and extra-curricular activities. The college has well-furnished classrooms, conference rooms, seminar rooms, sophisticated laboratories, computer facility and internet connections in almost every department. It has a good administrative office, well-developed and computerized library, a highly developed e-library, several departmental libraries, a centrally air conditioned A-V Seminar hall, which can accommodate 1250 guests. To meet with the additional infrastructural needs, the college has been given the grant of Rs. 2.00 crore by Rashtriya Uchchttar Shikshan Abhiyan (RUSA) during this year to construct new canteen, skill lab, English language lab, Girls common room etc.. And also to renovate the existing building. • Women empowerment through industry specific training for placement and entrepreneurship, training to make them economically independent. To conduct the internal and external audits. Most of our students hail from socially and economically deprived class of the society and also from rural areas situated near Gandhinagar city. Some of them come from BPL families. Many of them are first generation learners. This profile of our students makes it essential for us to make them economically independent, by providing either industry-specific training or entrepreneurship training. We intend to provide them industry specific training by inviting reputed companies in order to enable them to get placement. We also have planned to take our students to different units of entrepreneurs for hands on training. Emphasis is on career development, entrepreneurship development and job-oriented skill development.