



## **YEARLY STATUS REPORT - 2021-2022**

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Uma Arts and Nathiba Commerce Mahila College
• Name of the Head of the institution	Dr. Haritbhai S. Patel
• Designation	In Charge Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	917778920502
• Mobile No:	8427703973
• State/UT	Gujarat

• Pin Code	382023
<b>2. Institutional status</b>	
• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	Gujarat University
• Name of the IQAC Coordinator	Dr. Pranav Joshipura
• Phone No.	7778920502
• Alternate phone No.	9825013753
• IQAC e-mail address	iqacuma@gmail.com
• Alternate e-mail address	artscollegeuma@gmail.com
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://uancmahilacollege.org/docs/AQAR%202020-21.pdf">https://uancmahilacollege.org/docs/AQAR%202020-21.pdf</a>
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://uancmahilacollege.org/docs/Academic_Caleder_2021-22.pdf">https://uancmahilacollege.org/docs/Academic_Caleder_2021-22.pdf</a>
<b>5. Accreditation Details</b>	

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	82.25	2006	02/02/2006	01/02/2011
Cycle 2	A	3.21	2011	30/11/2011	29/11/2016
Cycle 3	A	3.32	2017	12/09/2017	11/09/2022

## 6.Date of Establishment of IQAC

30/06/2006

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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) 01-04-2017 to 31-03-2022 (5 years) Rs. 10000000/-	College with Potential for Excellence. (CPE)	UGC Letter Dated:3, Jan,2017, D.O.F.No.21-101/2017(NS/PE)	01-04-2017 to 31-03-2022 (5 years)	Rs. 10000000/-
Uma Arts and Nathiba Commerce Mahila College	RUSA 2.0	KCG Govt. of Gujarat	2019 to 2022 (for three years)	Rs.20000000/ was sanctioned. Out of which Rs. 10000000 is received-
Uma Arts and Nathiba Commerce Mahila College	State Govt. Maintenance Grant of 2017-18)	Govt of Gujarat	2021-22	Rs. 1,63,377/-
Uma Arts and Nathiba Commerce Mahila College	UDISHA Job Placement	KCG Govt. of Gujarat	2021-22	Rs.50000/-
Uma Arts and Nathiba Commerce Mahila College	NSS Activity and Special	Gujarat University	2021-22	Rs. 42000/-

	Camp Grant			
Uma Arts and Nathiba Commerce Mahila College	DEDF	KCG Govt. of Gujarat : Brought forward vide letter no: 2021-22/494	2021-22	Rs. 50000/-
Uma Arts and Nathiba Commerce Mahila College- NSS Unit	Finishing School	KCG Govt. of Gujarat	2021-22	Rs. 52250/-

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	Yes
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	05
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	Yes
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	363548
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>1. Signed MoUs with various academic institutions and conduct faculty and student exchange programmes. Signed MoUs with academic institutions S. D. Arts and Shah B. R. Commerce College, Mansa, Samrpan Arts &amp; Commerce College, Gandhinagar and Government of Gujarat as part of Investment Promotion Activity for Vibrant Gujarat Summit 2022. Also organized various programmes.</p> <p>2. Conducted Green and Energy Audit Green Audit of the college through Nisarg Community Science</p>	

Centre, recognized by Gujarat Council on Science and Technology, Gandhinagar, Government of Gujarat. 3. Conducted various workshops on Career Counselling and ICT for students. Opened Google Scholar and Scopus ids for faculties as part of ICT up gradation of faculties. 4. Made faculties and students aware about New Educational Policy by conducting various seminars and webinar. Organized two special seminars for students on NEP. 5. Established SAMVAD club to bring out creative talent among students. Arrange various sessions by scholars, film shows and creative writing sessions.

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

Plan of Action	Achievements/Outcomes
To sign MoUs with various academic institutions and conduct faculty and student exchange programmes	Signed MoUs with academic institutions S. D. Arts and Shah B. R. Commerce College, Mansa and Samrpan Arts & Commerce College, Gandhinagar and Government of Gujarat as part of Investment Promotion Activity for Vibrant Gujarat Summit 2022. - Under these MoUs, 8 students visited Mansa college on 30 Dec., 2021 & 8 students of Mansa college visited this college on 22 Dec., 2021. - Similarly 4 faculties of Mansa college took lectures in this college on 22 Dec., 2021 and 5 faculties from this college took lectures at Mansa college on 30 Dec., 2021. - 3 students of Samarpan Arts & Commerce College participated in SAMVAD programme of this college on 9 April, 2022.
To conduct Green and Energy Audit	Established 'Green Club' to sensitize students about green issues. Green Audit of the college was conducted by Nisarg Community Science Centre, recognized by Gujarat Council on Science and Technology, Gandhinagar, Government of Gujarat on 25 April, 2022
To conduct Career Counselling and ICT workshop for students	Conducted various programmes and workshops on ICT for students to enable them to develop essential employability skills. Workshop helped them learn MS Word, Excel, Power point, Email, etc. Also guided students into various career options. Some of the programmes are as follows: - Student workshop on ICT on 13.12.21. 137 students participated. - Student workshop on ICT on 18.12.21. 77 students participated. - Student workshop on ICT on 18.12.21. 72 students participated. - Student workshop on ICT on 2.2.22. 18 students participated. - Finishing School on 27.8.2021 - Govt Exam Awareness Session on 18.9.21 - Pradhan Mantri Kaushalya Yojna training on 27.11.21 to 31.3.21 - Student career counselling for B.Ed. on 7.2.22 - Student career counselling for B.Ed. on 7.2.22 - Career Counselling MSW course on 19.2.22

	- Foreign Study and Employment Guidance on 25.3.22 - Lecture on Competitive Examination on 26.3.22
To make faculties and students aware about New Educational Policy	Conducted Webinar for faculties on National Education Policy - 2020 was organized with MoU colleges on 25.8.2021 and 25.10.2021 - Organized student seminar on ABC of NEP on 13 Dec., 2021. 140 students participated. - Organized student seminar on ABC of NEP on 18 Dec., 2021. 70 students participated.
To establish SAMVAD club to bring out creative talent among students. To arrange interactive session between creative writers and students.	Started creative activity named 'SAMVAD' to bring out and nurture creative talent among students. And also invited creative artists and scholars to interact with students. Following programmes were organized: - Invited Bhavai scholar Dr. Tushar Vyar on 7.10.21 - 'Creative Writing' by students on 9.2.2022 - Film Show on 'The Pianist' on 28.2.22 - Session on creative writing by students named 'Abhivyakti' on 9.4.2022 - SAMVAD Logo-making competition on 9.4.2022

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Sarva Vidyalaya Kelavani Mandal, Kadi & Gandhinagar	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	27/01/2023

15. Multidisciplinary / interdisciplinary

The college offers 10 subjects under the umbrella branch of Arts and Commerce Streams. In Arts, the courses are divided into two broad categories: Languages - Gujarati, Hindi, Sanskrit and English; and Humanities - History, Economics, Sociology, Psychology and Geography. Apart from Core subjects, students have to choose Elective 1 and Elective 2 and General English and Sanskrit as

compulsory papers. Student who has elected one of the languages as core subject may select any other subject from humanities and social sciences and vice versa. Even in the language courses, students study literature and various aspects language in final year. In language papers, some of the components of B. Ed. are incorporated to develop students' foresight of its components. Student may select Computer as elective subject. Besides, students have to study two additional papers related to Soft Skill and Foundation Course. The syllabus, designed by the Gujarat University for all its affiliating colleges, incorporates interdisciplinary and multidisciplinary approaches. Hence, students find opportunities to study subjects ranging from languages, humanities, soft skills, foundation courses and computer. In view of NEP 2020, Gujarat University is proactively working towards implementation of the suggestions made in NEP to broaden its multidisciplinary and inter-disciplinary approaches.

#### **16.Academic bank of credits (ABC):**

The college is very conscious in implementing NEP-2020 and its various facets for the benefit of students and faculties. The NEP-2020 provides flexibility in choosing curricula across discipline and across plethora of subjects. One of the key components of NEP-2020 is ABC - Academic Bank of Credits which deposits and then uses credit, in the way a bank does for its monetary transaction. In similar fashion, the ABC functions as a bank for credits with student as account holder. Our college, right since the inception of NEP-2020, very consciously has taken various measures to make students and faculties aware about various features and aspects of NEP as well as ABC. For faculties, we organized a webinar under the title "The New Education Policy, 2020 in HEIs" on 25 August, 2021 from 10.00 am to 11.30 am. Around 95 faculties from various colleges enthusiastically participated in this webinar. Our college faculty and IQAC Coordinator Dr. Pranav Joshipura delivered a session on the topic "ABC of NEP, 2020" which was followed by engrossing and curious question-answer session. Faculties were enlightened about how the ABC functions and what are the benefits of this system. This webinar was the precursor towards understanding NEP- 2020 in general and ABC in particular.

The IQAC of this college organized a couple of student seminars on ABC to make them aware about various benefits of ABC. One student seminar was organized on 13 Dec., 2021 from 8 to 10.30 am, in which 140 participated. In the second student seminar organized on 18 Dec., 2021, from 10.00 am to 12.00 pm, 72 students participated and enthusiastically asked questions.

Thus, the college makes consistent efforts to sensitise students about ABC and various aspects of NEP-2020.

#### **17.Skill development:**



The Institute organises various activities for development of soft skills, life skills, values, vocational guidance, project works, webinars, group discussions, field visits and visits to industries and invites professionals for interactions with students. Every year, Government of Gujarat arranges Job Fair and before Fair, final year students are trained through the medium of Finishing Schools aiming to develop essential skills like languages and other personality related skills. In Arts, first-year students study Soft Skills and Foundation Courses and in Commerce, students of all the three years learn these subjects. The college is also the part of the initiatives taken up by Government of Gujarat and has established Innovation Club and SSIP. This year the students appeared in National Employability Skill Test. 80 students joined "Junior Software Developer Course" under "Pradhanmantri Kaushlya Viksa Yojna" and 60 students appeared in examination after training of 4 months. The college has organised special training programmes to develop ICT skills of the students for enhancing their employability skills. The college has arranged two batches of Finishing Schools for the final year students to enhance essential skills like Life skills, Functional skills and Employability Skills. Faculty and Administrative skill training programmes are organized to update them.

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

Since the inception of NEP-2020 in Indian Education, IKS - the Indian Knowledge System has been a focal point of discussion. According to Kautilya, education aims at three outcomes: - Creation of New Knowledge, Wisdom to use the right knowledge in right time & place for right purpose, and the Skill sets to get the proper results of knowledge in real life. These outcomes are possible only when the Education System is properly balanced with the integration of knowledge and skills in an appropriate manner. Medium of instruction of this college is Gujarati. In Arts, at undergraduate level, four languages: Gujarati, Hindi, Sanskrit and English are offered as core subjects and at MA, Sanskrit as core subject. Social Science includes subjects such as History, Economics, Sociology, Geography and Psychology papers cover the topic related with Indian History, Society, Economics and others components which are related with Indian knowledge system. The syllabus in Gujarati, Hindi and Sanskrit cover majority of the texts belonging to Indian literature, Dalit literature, Vedic literature, culture, and knowledge. College organises many programs to inculcate the awareness of Indian heritage and culture in students. This year the college organised Sanskrit quiz.

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

Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery and assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes, at different levels. The college aims to provide



OBE by way of direct teaching of the syllabus, curricular, co-curricular and extra-curricular activities. In the Orientation and induction lectures, faculties inform students about PO and Co and outcome after graduation. In the syllabus, there are papers related with Soft Skills and Foundation Courses. In addition, there are classes of Finishing School to develop communication and other necessary skills to make students employable. Every year, the students of college participate in Job Fair and prior to that they are given training to prepare CV, interview skills etc. Career and psychological counselling are provided. The college takes care of the mental health and wellness of the students and many activities are done under CWDC. Slow learners are identified and provided with guidance. All course syllabi have been designed with due consideration to social needs at large. The College prepares students to acquire positive attitude and other qualities which will lead to a successful life.

## 20.Distance education/online education:

Since 2019, educational institutions in the country have employed digital platforms for engaging classes, conducting conferences, meetings etc. and the Covid-19 pandemic was a blessing in disguise. Keeping aside the negative impact of lack of face-to-face learning, online education has broken geographical barriers in creating interaction of experts and students from distant locations. Opening up of the educational institutions after pandemic have paved the way for adopting hybrid mode of education while blending online and offline resources. This can be considered as the new-normal, as envisaged in New Education Policy. Due to the experience gained during the lock-down period of Covid-19, access to online resources by educators and students will not be a constraint anymore. The college promoted the blended learning system of learning and conducted online classes and examinations and has encouraged students to join online academic activities. Keeping in view the convenience of the student, the various technological tools used by the faculties especially during the pandemic lockdown like MS Team and Google Meet, using videos as teaching and learning aids, as well as the assessments have been conducted are some of the institutional efforts towards blended learning. Special session was conducted to inform students about ABC.

## Extended Profile

### 1.Programme

1.1

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

03

File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	1126
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	276
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	345
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	25
File Description	Documents
Data Template	<a href="#">View File</a>

3.2		2
Number of Sanctioned posts during the year		
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
<b>4. Institution</b>		
4.1		22
Total number of Classrooms and Seminar halls		
4.2		1612934
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		73
Total number of computers on campus for academic purposes		

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

Uma Arts & Nathiba Commerce Mahila College is Gujarat University affiliated college. Hence, it follows curriculum and Academic Calendar prepared by Gujarat University. Gujarat University prepares Academic Calendar specifying the admission process, minimum teaching days, and examination schedule for internal and semester end exams. Keeping all these in mind, College IQAC, Examination and Time Table committees, along with all HODs, prepare College's own Academic Calendar for UG and PG courses specifying schedules of curricular and co-curricular activities, college internal examination schedule, etc. An orientation programme is organised for the newly admitted students wherein information regarding courses, extracurricular, co-curricular and extension activities, remedial classes and examination and evaluation patterns are explained.

Moreover, information regarding Library, Sports, NSS, NCC CWDC, etc. is also given to them. All the notices and information are displaced on Notice Boards and are shared on WhatsApp groups also. In the beginning of each semester, HOD of each department arranges a departmental meeting to plan out teaching-learning activities as demanded. All Departments prepare Programme Outcomes and Learning Outcomes of each course. Faculties prepare e-content for blended mode. In addition, College organizes field and industrial visits, study tours, and academic visits to provide exposure through experiential learning. Schedules for various certificate courses, add-on courses and Finishing School are also prepared.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://uancmahilacollege.org/docs21-22/1.1.1%20Master%20Time%20Table%20Merged.pdf">https://uancmahilacollege.org/docs21-22/1.1.1%20Master%20Time%20Table%20Merged.pdf</a>

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

The College follows Academic Calendar and guidelines prepared by Gujarat University. At the commencement of each academic year, the IQAC, Examination and timetable committees plan out teaching-learning activities, internal examination schedule and CIE. Gujarat University Academic Calendar mentions tentative schedules of the following: 1. Admission process 2. Teaching-learning schedule 3. Evaluation process 4. Curricular, co-curricular and extra-curricular activities 5. Departmental major events 6. Institutional Calendar events 7. University and College Sports Events 8. NSS-NCC camps. 9. Dates of holidays-vacations. College internals consist of 30 marks which are divided into two parts of 15 marks each. Internal examination in each paper comprises of 50 marks is taken and marks obtained in each paper by students are converted into 15. Retest is organized at the end of regular internal examination, for the students who have missed internal examination. For other 15 marks of CIE, students are assessed on the basis of classroom and college activities, attendance, project works, assignments, quizzes, library book record etc. Each department assesses examination outcome and discusses it with students and suggest remedies for improvement. Sufficient time is given to students to recheck and reassess their answerbooks. Final result is prepared and uploaded on the Gujarat University portal.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>

Link for Additional information	<a href="https://uancmahilacollege.org/docs21-22/1.1.2%20CIE%20Link.pdf">https://uancmahilacollege.org/docs21-22/1.1.2%20CIE%20Link.pdf</a>
<p><b>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</b></p>	B. Any 3 of the above
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
03	
File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
07	
File Description	Documents

Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

176

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

176

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Our College integrates crosscutting issues like Professional Ethics, Gender, Human Values, Environment and Sustainability through curriculum. Gujarat University and its Boards of Studies design curriculum for regular students. Foundation and Soft Skills courses integrate relevant crosscutting issues like Professional Ethics, Gender, Human Values, Environment and Sustainability through Curriculum. To curb Gender Discrimination, to spread awareness about Environment, to make students aware about Constitution and Human Values and Professional Ethics, regular and optional papers are offered. The core courses imparting Ethical Values are part of Value Education sensitizing the students about Life-Values and prepare them as responsible citizens. A special emphasis is given to Gender, Caste, Class and Religious equalities, in addition to teaching Basic Human Values like honesty, commitment, patriotism etc. Foundation Courses taught are: Time Management, Natural Resources Management, Disaster Management and Indian Epic Tradition. Soft Skill Courses taught are: NSS, E-Communication, Professional Skills and Ahmedabad no Itihas. In the process of designing courses, BoSs of the University see that issues related to Gender Equity, Environment, Pollution, Green Cover, Ozone Depletion, Professional Ethics, Human Values,

Constitution, Need for Sustainable Development, Solid Waste Management, Language and Linguistics, Social Problems, Entrepreneurship etc. are addressed in core and optional papers.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

10

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

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

95

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

C. Any 2 of the above



**Students Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://uancmahilacollege.org/docs21-22/1.4.2%20Feedback.pdf">https://uancmahilacollege.org/docs21-22/1.4.2%20Feedback.pdf</a>

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of sanctioned seats during the year**

680

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

663

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The Institution assesses learning levels of the students and then organises programmes for advanced and slow learners as well. The Institute has established mechanism to assess learning outcome of the students. During and after admission, the students are counselled to identify the best career options offered by the Institution. During this process, the profile of the students, their socio-economic backgrounds and their performance in the qualifying examinations are kept in mind by the counsellor and Admission Committee. Through orientation programme, the new comers are acquainted with IQAC, NSS, NCC, Sports, Cultural, Curricular and Extra/Co-curricular activities. Through continuous evaluation process, faculty members assess students' performance by observing students' participation in curricular and extra-curricular and other such activities. Teachers address the required needs of slow, average and advance learners with the help of mentorship. Through mentoring, slow and advanced learners are given support and academic counselling. On the basis of online/offline quizzes and internal examination, students having below average marks are identified and counselled. Remedial classes are also taken. To improve soft skills and employability skills, Finishing School classes are conducted. Interview technique and Resume preparation guidance are given to the students participating in the Job Placement Fair.

File Description	Documents
Link for additional Information	<a href="https://uancmahilacollege.org/docs21-22/2.2.1%20A%20Remedial.pdf">https://uancmahilacollege.org/docs21-22/2.2.1%20A%20Remedial.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
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1126	25
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File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

To enhance and develop learning experience of the students, College employs three student-centric methods. **Experiential Learning:** It is usual practice to assign field-based projects, study and industry visits, tour, send students for trekking and adventure programmes arranged by Gujarat University or the Government agencies. The College also arranges participatory learning processes like classroom presentations through oral presentation and PPTs, group discussions, group project works, assignments, tests, interactive talks and students' seminars. Students are members in various committees of the College and are assigned duties to arrange various curricular and extracurricular activities. These develop senses of responsibilities and leadership qualities. On Teachers' Day, General Secretary and Vice General Secretary become Principal and Vice-Principal and students take on the role of teachers. Students are encouraged to participate various activities like NCC, NSS, Sports, Youth Festival, etc. at College and University levels. Meritorious students represent Students' Council. Through mentorship, counselling is given in class and at individual levels. By CWDC, guidance for personal, psychological and economical problems is provided and for slow learners' remedial classes are arranged. Training in ICT is given for online examinations. The poor and needy students are given financial help.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://uancmahilacollege.org/docs21-22/2.3.1.pdf">https://uancmahilacollege.org/docs21-22/2.3.1.pdf</a>

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

The college encourages the faculties to adopt and use ICT infrastructure and tools teaching-learning process. During covid 19 pandemic situation the college has implemented Blended mode of teaching. Special training programmes are arranged for faculties to increase efficiency in teaching-learning process. They are given training in Microsoft Team, Google Meet, Zoom to prepare

video lectures, online quizzes, its assessment and result preparation, how to use digital interactive smart boards and other ICT tools. Students are also given online training by the faculties to convert written content in pdf and to submit it through e-mail and other online platforms. Special training programmes are conducted by the faculties for the faculties. In such programmes training in using Microsoft Word, Excel and PPT, Google Classroom, and to use web resources is given. ICT infrastructure is enhanced to conduct online classes and examinations. Faculties use computers, laptops, Google and One Drives, digital resources, ICT facilities of library, laboratories, research centre, Infilibnet, En-List resources, storages devices Team, Zoom, Google Meet etc to conduct online classes, prepare digital content and to share them among the students. Links of online lectures are shared in WhatsApp groups. Subject wise WhatsApp groups are formed for teaching-learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://uancmahilacollege.org/docs21-22/2.3.2%20ICT%20Facilities.pdf">https://uancmahilacollege.org/docs21-22/2.3.2%20ICT%20Facilities.pdf</a>

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

#### 2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

25

File Description	Documents
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Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

01

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

**2.4.3.1 - Total experience of full-time teachers**

19.36

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

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

The College internal assessment mechanism is transparent and fair. The College follows the norms of Gujarat University for internal, external and continuous evaluation system. Each paper consists of 100 marks (University 70+ College 30). Internal/Continuous Evaluation is made through Weekly

tests, Project works, Group Discussion, Assignments, Quizzes, and written exam. Internal 30 marks are divided into written exam marks 15 + classroom attendance, assignments, project works, quizzes, participation in activities etc. 15 marks. Written/online exam in each paper consists of 50 marks. Marks received out of 50 are converted into 15 ( $50 \times 03/10 = 15$ ). Other 15 marks are divided into 5 (classroom attendance) + 10 for assignments, projects, quizzes, etc. as a part of continuous evaluation system. After the assessment of written/online exam and marks obtained through continuous evaluation, each faculty submits the results to admin office. The exam committee discusses the outcome of evaluation of written exam and continuous evaluation. Once results are given to the students, the respective faculty discusses the result with the students and if there is any query, resolves it. For the students who missed the exam, the College arranges for Re-Test. For the evaluation process, the exam committee may suggest modification as per the necessity.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://uancmahilacollege.org/docs21-22/2.5.1.pdf">https://uancmahilacollege.org/docs21-22/2.5.1.pdf</a>

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

Internal examination and continuous evaluation related grievances are addressed by the Exam committee under the guidance of the Principal. The internal results are displayed and grievances are addressed before the final results are submitted to the University. There is a transparent mechanism for rechecking of marks and reassessment of the answer sheet on demand. Students have to fill in a pre-prepared form and submit nominal fee for re-checking as well as reassessment. After declaration of results of internal tests, students can approach admin office to submit application. The admin office collects such applications and recheck the assigned marks first and then submit answer sheets to the concerned faculties for reassessment. Examination Committee is also informed about it. If necessary, the committee can consult the issue with concerned faculty and HoD. Marks of continuous evaluation are prepared on the basis of class room presence, submission of assignments, projects, quizzes, participation in classroom activities etc. Once the combined result of college internal exam and continuous evaluation is prepared, it is displayed on notice boards and on WhatsApp groups and if any student has grievance about it, it is solved by the exam committee first and then after the results are submitted to the university for further process.

File Description	Documents
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Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://uancmahilacollege.org/docs21-22/2.5.2.pdf">https://uancmahilacollege.org/docs21-22/2.5.2.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

PO, PSO and COs of each course is prepared as and when there is any change in the curriculum. The learning objectives are communicated to the students by the concerned faculty in the beginning of each semester while discussing about the syllabus structure in the class. PO, PSO and Cos are also displayed on the College website and it is updated as when there is any change in the syllabus of any paper. IQAC and HoDs also takenough care in increasing learning capabilities and imparting professional expertise to the students. College offers UG/PG programmes under the faculties of Arts and Commerce. Generally, the university, with the help of BoS, forms the syllabi of each programmeafter careful discussion and communicates it to every affiliated college well before it is actually implemented. The University also uploads it on its website, which is available to all students and teachers. At the beginning of every academic semester, HoD of each department discusses the syllabuswith faculties and prepares its outcomes and devise teaching plan accordingly. The college, with the help of each department, discusses and communicates these POs, PSOs and COs to the students in their orientation programme and initial classroom lectures.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://uancmahilacollege.org/docs21-22/2.6.1.pdf">https://uancmahilacollege.org/docs21-22/2.6.1.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The IQAC of the College evaluates POs and COs. The assessment of POs provides us valuable inputs for further improvements and suggests our accomplishments. The College persistently tries to pursue the goals which are set by each department regarding its POs, PSOs and Cos. The College has well-established methods of evaluation, monitoring and ensuring the programme outcomes. The IQAC and Exam committee evaluate POs, PSOs and COs taking into consideration the results of the students in the semester-end examination. The IQAC analyses the college internal exams, continuous evaluations and university exam results to find out the degree of the attainment of POs, PSOs, and



COs. The pass percentage of the college exam is compared to the university pass percentage. The college regularly collects and analyses the feedback of the students, teachers, alumni and parents. The responses of these feedbacks are valuable and useful in reviewing the programme outcomes. This analysis is very much helpful in reviewing the teaching-learning methodologies and also sometimes modifying them accordingly if it is needed. In University examination results, college results are higher than university results. Enrolment data of the students to higher education and job placement is also analysed for improvement.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://uancmahilacollege.org/docs21-22/2.6.2.pdf">https://uancmahilacollege.org/docs21-22/2.6.2.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

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

312

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://uancmahilacollege.org/docs21-22/2.6.3.1%20Annual%20report%20of%20examination.pdf">https://uancmahilacollege.org/docs21-22/2.6.3.1%20Annual%20report%20of%20examination.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<https://uancmahilacollege.org/docs21-22/2.7.1%20SSS.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

25

File Description	Documents
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Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

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

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

College has NSS, NCC, CWDC, EBSB, Green Club and SAMVAD Units with active volunteers and cadets. These units are always ready to carry out extension and outreach programmes for larger benefits of the society. NSS volunteers distributed grocery and food kits to the poor and needy people. The

active group of dedicated volunteers are always eager to organize awareness camps, cleanliness drive, tree plantation, outside campus cleanliness, discarded thread collection after the Uttarayan to save birds and environment, and other such activities. Green Club sensitized students about rational use of electricity and preventive measures taken to decrease use of energy by adopting various measures.

Most of their activities and programmes are based on social concerns. Student volunteers' intensive participation in such programmes enable them to be good citizens. They are ever ready to serve the society as and when required. Our college provides a wide platform to the students to celebrate various days like 'Gandhi Jayanti', 'Teacher's Day', 'Youth Day', 'National Voter's Day', 'International Women's Day', 'World Yoga Day', 'Celebration of various Literary Personalities' Birth Anniversaries', etc. The motto of our Trust is : "Kar Bhala Hoga Bhala" (Do good, good will come to you).

File Description	Documents
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/3.3.3.1.pdf">https://uancmahilacollege.org/docs21-22/3.3.3.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

02

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

25

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

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

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

1555

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

28

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>

Any additional information	<a href="#">View File</a>
<b>3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year</b>	
<b>3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year</b>	
06	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>
<b>INFRASTRUCTURE AND LEARNING RESOURCES</b>	
<b>4.1 - Physical Facilities</b>	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
<p>The Institution possesses adequate infrastructural and physical facilities for teaching-learning. There are 22 classrooms, 1 Large air-conditioned auditorium, 1 Computer lab, a huge library 1 Psychology lab, 1 Geography lab having GPS equipment, Binocular, Cartography and other equipments. 1 Commerce Telly room, 1 Research room with ICT equipment. 1 Air-conditioned Computer Lab. Air-conditioned Principal's and IQAC Office. N.S.S., N.C.C. rooms, Skill Development Centre, Examination room and Administrative Office. The sports room has 2 trade-mills, 2 exercise cycles, Table-tennis equipment, Carom- Board, Chess etc. There is an open ground for sports-activities. Store rooms, storewells, cupboards, Staff Room, Girls' room, air-conditoined IQAC/NAAC/RUSA room, air-conditioned multi Media Seminar Room, CWDC Room, Big Canteen, Wheel chair, Ramp, luggage trolley, notice boards, well equipped central library with separate students' and teachers' sections. Well-equipped Sports Room, sufficient benches, chairs and tables in every class. Rain water harvesting tank. Entire college premise is covered with Wi-fi and cabled internet connection. Gandhinagar City Wi-Fi provides free access up to 100 MB of Half an hour. The college</p>	

has CCTV system. The Institute has a lot of ICT equipment. Fire safety system. Parking facility for students and staff. transportation facility for the students, well maintained gardens, garbage collection facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/4.1.1%20Merged%20Final.pdf">https://uancmahilacollege.org/docs21-22/4.1.1%20Merged%20Final.pdf</a>

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

The Institution has adequate facilities for cultural activities, sports, games (indoor & outdoor), gymnasium, yoga centre etc. Sports Room: Since 2001 separate Indoor sports room: Sports Room is sprawled in 31" ft x 25" ft area. The sports room is adorned with 1 Table-tennis Table, 2 Trade-Mills, 3 Exercise Cycles, 20 Judo-kits, 3 Carom Boards, 4 Chess Boards, 1 Electronics weighting scale, 1 Cricket-kit, 1 Boxing kit, 4 Volleyballs, 1 Volleyball net, 4 Handball, 1 Handball net and First Aid Box. Students and staff use gymnasium facilities at their convenient time. Outdoor open sports ground spread across 58" meter x 54" area. Kabaddi and Kho-Kho are played regularly. Coaching and practice is provided in Handball, Cricket Wrestling and Volleyball, at Sports Authority of India campus. College Sports Day is organised with indoor and outdoor games. Students participate in University Athletic meet and other sports competitions and win prizes. Every year, International Yoga Day is celebrated on 21st June and all the staff members and students participate in it. Cultural Activities facilities : 1 large multi-media air-conditioned auditorium, built in 2000, having the size of 915x1503 with sitting capacity of 1200 people. Annual 'Kalshor' - cultural programme is arranged. Cultural committee conducts indoor/outdoor activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/4.1.2%20Merged%20Final.pdf">https://uancmahilacollege.org/docs21-22/4.1.2%20Merged%20Final.pdf</a>

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

15



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/Master%20Time%20Table%202021-22.pdf">https://uancmahilacollege.org/docs21-22/Master%20Time%20Table%202021-22.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The Institution has technologically upgraded library enabled with computers (27), internet, LCD, student kiosk, barcode Printer, barcode reader, SOUL 3.0 with OPAC, KSmart RFID-LIBSYS, e-library etc. The library services and activities are computerized and have become automated with the implementation of SOUL 3.0 software. The entire library follows the barcode system to issue books. It also provides OPAC - "Online Public Access Catalogue" facility in 3 Computers.

The library is also equipped with latest RFID technology since 2018. Implementation of RFID has enhanced the library security system. Moreover, issuance and returning of books has become faster and smoother. All the books in library are affixed with RFID tags. RFID tags are security devices and it has replaced traditional electromagnetic security strip. And not only the books, but the membership cards also are fitted with an RFID tag. More than one item can be checked out or checked in at the same time, which can help to save the time of library employees and users. RFID improves library workflow as well as user service.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://uancmahilacollege.org/docs21-22/4.2.1%20Lib%20Automation%20ILMS.pdf">https://uancmahilacollege.org/docs21-22/4.2.1%20Lib%20Automation%20ILMS.pdf</a>

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

66256

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

51

File Description	Documents
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Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

IT integrated infrastructure plays a pivotal role in modern academic world. Our college has well-established IT integrated infrastructure for teaching-learning purposes to impart quality education to the students and also for making the administrative processes - such as admission, examination, accounting through TALLY -user-friendly, efficient, quick and transparent. The Administrative Office is technologically equipped having computers, printers, barcode scanner, photostat machine, LAN, CCTV cameras, Wi-Fi internet, etc. College has implemented ERP system in Finance and Accounts, Admission, and Support and Examination. The Computer Laboratory is fully IT enabled. College Library is fully automated with integrated library management software SOUL 3.0. The college is member of INFLIBNET N-List consortia which provides access to uncountable e-resources. The entire building is well-covered with hi-speed 50 MBPS Wi-Fi and cabled connections. In the post-corona phase, the College has continued use of on-line format for exam, tests and assignments. Links to Video Lecturers, Quizzes and E-Content are provided to students. The college website is user-friendly and informative. Classes have OHP's and Interactive boards. Faculties deliver lectures with PPT. IT maintenance and technical support is provided by computer professor of the college and the IT Department of Kadi Sarva Vishwavidyalaya, Gandhinagar.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/4.3.1.pdf">https://uancmahilacollege.org/docs21-22/4.3.1.pdf</a>

#### 4.3.2 - Number of Computers

73

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student - computer ratio	<a href="#">View File</a>

<b>4.3.3 - Bandwidth of internet connection in the Institution</b>	<b>A. <math>\geq</math> 50MBPS</b>
File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>
<b>4.4 - Maintenance of Campus Infrastructure</b>	
<b>4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)</b>	
<b>4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)</b>	
758291	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>
<b>4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</b>	
<p>There is a well-established system and procedure for maintaining and utilizing physical, academic and support facilities such as classrooms, laboratories, library, sports room, ICT facilities. There are committees such as IQAC, RUSA, Purchase Committee etc. with required support system to supervise the well-functioning of the facilities.</p> <p>PHYSICAL FACILITIES: The maintenance of entire college building and its properties is done by periodic monitoring of Annual Stock verification and allocation of adequate budget for annual maintenance of college infrastructure by the Infrastructure maintenance committee and IQAC committee headed by the Principal. Sufficient support staff is appointed to maintain infrastructure. Maintenance and Repair of physical infrastructure such as painting, roof maintenance, repairing and replacement of windows, doors, furniture, tube lights, fans, fire safety system etc. ICT support is provided by ICT Dept. of KSV and Computer Programmer of college.</p>	

The college has a comprehensive IT procedure regarding data, and network security. Website is periodically updated. AC, Water Purifiers, water tanks, plumbing and drainage maintenance are done by technicians. All the classrooms, seminar hall, auditorium, staff room, principal's office and administrative office, library, etc. are always well maintained. To minimize e-waste, computers are serviced and reused as far as possible.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/4.4.2%20Maintainance%20and%20Contact%20list.pdf">https://uancmahilacollege.org/docs21-22/4.4.2%20Maintainance%20and%20Contact%20list.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

395

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

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

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

8

File Description	Documents
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Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
File Description	Documents
Link to institutional website	<a href="https://uancmahilacollege.org/docs21-22/5.1.3.pdf">https://uancmahilacollege.org/docs21-22/5.1.3.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>1518</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>1518</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment</b>	<b>A. All of the above</b>

**and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

9

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

83

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

Details of student progression to higher education	<a href="#">View File</a>
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**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

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

46

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<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 university/state/national / international level (award for a team event should be counted as one) during the year**

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

17

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

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

**Student Council of the college is created in line with Gujarat University rules. Students scoring the highest marks in Commerce and Arts faculties from FY to TY and MA are nominated on the**



Council. Student of TYBA or TYBCOM who scores the highest, is nominated as General Secretary and the second highest scorer is nominated as Vice General Secretary. Meritorious students from FY, SY and MA are nominated on the Student Council. Moreover, one active student from sports, cultural, NSS and NCC activities are nominated on the Council allotting them their activity specific portfolio. Students' Council is involved in various academic, administrative, co & extracurricular activities as well as extension activities of the college. Senior student of NCC is entrusted to supervise parades. On Teacher's Day, GS and CGS become Principal and Vice Principal respectively. At the end of each academic year, Best Student Award is given from Art and Commerce streams separately. Annual Day Celebration and College Kalshor programmes are also arranged with active participation of Students' Union. Student volunteers of Green Club help in conducting Green Audit of the college. The College thus adopts policy for dynamic participation of students in various academic, cultural and administrative bodies/committees and other day-to-day activities.

File Description	Documents
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/5.3.2.pdf">https://uancmahilacollege.org/docs21-22/5.3.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

16

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

**5.4 - Alumni Engagement**

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

'Poorva' is name of Alumni Association of the College. Since 2005, 'Poorva' functions as per the guidelines set by the college. Students studying in third year registered in this Association. The college has created on-line registration system for alumni students for registration. The main activities consist of the initial registration formalities, get-together of alumni - To call the meeting of the alumni, motivational speeches and career guidance by Alumni for present students. Every year, in the Orientation programme for the freshers, our alumnis are invited and they share their experiences for the road map of career. They also provide valuable inputs regarding new challenges in placement markets and skill sets required. They are invited as visiting faculties and administrative staff members as and when required. They are also invited to help in cultural, academic, NCC, NSS, Sports Career Counselling and Self Employment Cell activities. Whatsapp group of alumni is created and updates regarding job advertisements, vacancies and other useful information is shared among the group. This year Ms. Tamanna Sutariya, Ms. Priyanka Jani, Ms. Nisha Vaghela, took lectures in various subjects. Moreover, our alumnis have also conducted research workshop for the students of psychology. Google form is created for alumni registration.

File Description	Documents
Paste link for additional information	<a href="https://forms.gle/kVYXz6y2jPZYEDP7A">https://forms.gle/kVYXz6y2jPZYEDP7A</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

#### 6.1 - Institutional Vision and Leadership

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

**Vision:** "to attain social upliftment by empowering women through value-based education".

**Missions:**

To aspire young female students to grow up to enlighten the world around them through education;

To extend skills of faculties and students to the community by participating in extension activities;

To organize skill development courses along with entrepreneurship to make students employable and self-employed;

To create an academic and research conducive environment for teachers and students to pursue quality research.;

To develop professional attitude, competencies and skills through the use of ICT.;

To motivate students to preserve regional arts, cultures and languages;

To remain adaptive to changes in higher education.

The College is headed by the Principal. IQAC Coordinator, Committee and Departmental Heads are involved in coordinating the functions of the college. Various committees comprising of members of teaching and non-teaching faculties and students are involved in planning and implementing curricular and co-curricular activities and administrative functions of the Institution. The heads of departments and Prof-in/charge, Coordinators of various committees are authorised to plan outactivities suitable to the Vision of thecollege. The Management encourages and supports at all levels. An environment of equity and democracy is setup to conduct affairs in smooth and satisfactory manner.

File Description	Documents
Paste link for additional information	<a href="https://uancmahilacollege.org/vision.php">https://uancmahilacollege.org/vision.php</a>
Upload any additional information	<a href="#">View File</a>

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

The Management of the college believes in decentralisation of activities and participative management. The college conducts its routine administration with well-founded mechanism of division of work and inter-departmental coordination. Administrative and teaching faculties are actively involved in preparing various action plans. The final decision-taking authority in all policy matters is vested with the Principal and the Management. Inputs are discussed in regular meetings of the Principal, IQAC and heads of various committees. Similarly, for non-teaching staff, Head Clerk decides on routine matters. The Accounts Section operates account matters pertaining

to college. The Principal decides policy matters and strategies. The college promotes participative management culture and concerned stakeholders are involved in the decision-making process. All stakeholders are involved in the planning and implementation of different academic and administrative activities. The Management encourages to present a report of activities undertaken and to plan for future actions. Moreover, IQAC involves faculty members and office staff in NAAC accreditation process. Vision, Mission and Objectives of the college are known to all the employees and other stakeholders. Departmental and Staff Meetings are held regularly for the coordination of the Departmental work and college activities.

File Description	Documents
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/6.1.2%20Effective%20Leadership.pdf">https://uancmahilacollege.org/docs21-22/6.1.2%20Effective%20Leadership.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Out of six identified strategic plans to implement between 2017- 2022, this academic year, due to covid-19 pandemic situation, the institute has focussed on the upgradation on the ICT facilities of the college. As many of the students do not have computers and laptops at home, the college conducted ICT workshops for the students and they were given training in email, MS Office, website surfing, Google Drive, to convert documents in pdf, etc through ICT facilities and computer lab of the college. Training workshops regarding ICT use for Data Management were also conducted for the faculties as well. The library has computerized its services and activities with the fully implementation of SOUL 2.0 software and follows the barcode system for issuing books. It also provides OPAC -in 3 Computers. Fully implementation of RFID has enhanced the security system of the library while ensuring faster issue and return of books. It acts as a security device, taking the place of the traditional electromagnetic security strip. In order to enhance employability skills of the students Finishing School classes were conducted. College participated in the Job Fair and four students of the college were offered Jobs by the companies.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/6.2.1.pdf">https://uancmahilacollege.org/docs21-22/6.2.1.pdf</a>

Upload any additional information	No File Uploaded
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6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Institution is managed by reputed and philanthropic Trust: Sarva Vidyalaya Kelvani Mandal. The college Governing Body, under the Chairmanship of Hon. Vallabhbai Patel, consists of reputed personalities in the field of social service, education and business. The Management frequently holds meeting with all the constituent institutions. At college level, the Principal of the institute is a liaison between the staff-students and the Management. Principal is the chief executive officer and is responsible for managing all academic, administrative tasks. IQAC ensures the planning and implementation of quality measures. The HODs lead the academic works of the respective departments. The Principal, along with IQAC, constitutes various committees at the beginning of every academic year for smooth and effective functioning of all activities. The recruitment of the teaching and non-teaching staff is carried out according to norms of UGC, Gujarat Government and Gujarat University. Service, promotion to higher scales and leave rules are applicable to Teaching and Non-Teaching Staff of UGC, State Government and Gujarat University. The academic calendar and the working hours for teaching and non-teaching staff are followed as per the guideline of UGC and The Education Department of the State Government.

File Description	Documents
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/6.2.2%20Functioning%20of%20the%20institute.pdf">https://uancmahilacollege.org/docs21-22/6.2.2%20Functioning%20of%20the%20institute.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://uancmahilacollege.org/docs21-22/6.2.2%20Organogram%20with%20Letter%20Head.pdf">https://uancmahilacollege.org/docs21-22/6.2.2%20Organogram%20with%20Letter%20Head.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>

Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Teaching faculties are provided various types of leaves following rules and norms of UGC and State Government. Allowances for official tours and visits are sanctioned. Link Insurance facility is extended to employees' family who die in-service. During retirement, half-pay commuted leaves can be encashed. Faculties are reimbursed registration fees for attending Conferences/ Seminars, etc. Reimbursement for medical treatment following its norms is given. Government quarters are allotted to the staff. Faculty Improvement / Development Programmes are arranged. UGC's Career Advancement Benefits of Senior Scale and Selection / Readers Scale are given to teachers. LTC benefits are given as per rules. Facilities for advance and withdrawal facilities from the GPF are provided, as per rules. College initiates 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. In addition, bonus is paid to Class IV employees and washing allowance is also given to them. Staff Training programmes are also conducted to update and enhance their administrative skills, digital literacy, accounting and office management .

File Description	Documents
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/6.3.1%20Welfare%20scheme.pdf">https://uancmahilacollege.org/docs21-22/6.3.1%20Welfare%20scheme.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

1

File Description	Documents
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Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

07

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

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

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

39

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



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

The Institution has established a very effective system for teaching and administrative staff appraisal. For teaching staff, the focus is on the academic excellence and imparting education and other life skills among students, whereas parameters for the appraisal of administrative staff are efficiency, sincerity, punctuality, integrity, time-bound completion of tasks and satisfactory student services. For faculty appraisal, each faculty has to submit 'Daily Report' of curricular, extra-curricular and administrative activities done during duty hours on a daily basis. In addition, it is mandatory for every teacher to submit Self-Appraisal form at the end of the academic term. It is prepared as per the norms of UGC. It records the involvement of a teacher in extracurricular and co-curricular and extension activities, seminars, FDPs, workshops, research activities etc. IQAC reviews and provides inputs on them. The administrative staff is also assessed through general views of the students and parents and teaching staff. The Principal and IQAC monitor and guide the administrative staff for a smooth functioning of administration, and arrange training programmes to update them. In feedback forms of the students, aspects related with teaching-learning and administration are covered so that students' feedback also works as valuable inputs to improve further.

File Description	Documents
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/6.3.5%20Appraisal%20Forms.pdf">https://uancmahilacollege.org/docs21-22/6.3.5%20Appraisal%20Forms.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.4 - Financial Management and Resource Mobilization

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

In internal and external financial audits, the college is very punctual. College accounts are updated on a daily basis. The Principal and the Accountant are jointly verified and scrutinized accounts data on a weekly basis. Directives from the Higher Education Department, UGC and the Management are followed strictly. Reconciliation of accounts with the bank is also done to maintain accuracy of cash and credit. The internal and external auditing of the college is carried out by the auditing firm - Patel Mankad and Co. It carries out the quarterly internal audit of the accounts on a regular basis as per the arrangement of the Management. The Government audit is also conducted by the Commissionerate of Higher Education, Government of Gujarat. The audit team of the government visits the college every year and inspects all the files relating to financial matters of all the schemes that the college has availed of. Audit of the UGC grants sanctioned and



utilized by the college is also done by the external auditor and statements of account are submitted to the UGC. The college receives the certified copy of the audited accounts from the external auditor. So far no errors are found in the audits.

File Description	Documents
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/6.4.1%20Audited%20Statements.pdf">https://uancmahilacollege.org/docs21-22/6.4.1%20Audited%20Statements.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

410065

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The Institute receives grants from UGC, KCG, the Management, State Government, philanthropies, faculties, alumni and donations from various sources. UGC grants under various schemes are availed through State Government and UGC. Fees from students are utilized and monitored by the Principal, the Management, Accountant & various concerned committees. This college is Grant-in-Aid institution and hence the State Government provides salary to the staff. The Government also provides building maintenance grant. The Institution has received grants from UGC under various schemes like College Development Grant, Additional Grant, Merged Scheme grant, CPE phase I and II grants. State Government grants are RUSA, DEDF, Placement Fair, Finishing School etc. These grants can only be utilised for its specifically purpose. The Management provides grants for smooth functioning of Academic and Administrative activities. Grants are utilised under specific heads as

per the policy and procedure for resource mobilization decided by the College and Management. The Purchase Committee decides the purchase policy and procedure by inviting minimum of three quotations. Moreover, the College uses GEM Portal for various purchases. Every payment is supported by bill/voucher. Budget is prepared to envisage future income and expenditure. On payment, cheques signatures of the Principal and the Chairman are required.

File Description	Documents
Paste link for additional information	<a href="https://uanmahilacollege.org/docs21-22/6.4.3.pdf">https://uanmahilacollege.org/docs21-22/6.4.3.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

IQAC signed MoUs with various academic institutions and conduct faculty and student exchange programmes. Signed MoUs with academic institutions S. D. Arts and Shah B. R. Commerce College, Mansa, Samrpan Arts & Commerce College, Gandhinagar and Government of Gujarat as part of Investment Promotion Activity for Vibrant Gujarat Summit 2022. IQAC conducted Energy Audit of the college through Nisarg Community Science Centre, recognized by Gujarat Council on Science and Technology, Gandhinagar, Government of Gujarat.

IQAC conducted various workshops on Career Counselling and ICT for students. Opened Google Scholar and Scopus Ids for faculties.

IQAC made faculties and students aware about New Educational Policy by conducting various seminars and webinars. Organized two special seminars for students on NEP.

IQAC established SAMVAD club to bring out creative talent among students. Arranged various sessions by scholars, film shows and creative writing sessions. Following programmes were organized:

- Invited Bhavai scholar Dr. Tushar Vyason 7.10.21
- 'Creative Writing' by students on 9.2.2022
- Film Show on 'The Pianist' on 28.2.22

- Session on creative writing by students named 'Abhivyakti' on 9.4.2022
- SAMVAD Logo-making competition on 9.4.2022

File Description	Documents
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/6.5.1.pdf">https://uancmahilacollege.org/docs21-22/6.5.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The college reviews its teaching and learning process and takes up numerous incremental initiatives. To develop soft skills and employability skills of the students, the institute run Finishing School classes. Under RUSA 2.0grant, the entire building is renovated, and a canteen, two classrooms and four new ladies' toilets are constructed. ICT infrastructure has been upgraded to meet the new challenges arose in teaching-learning process under Covid 19 pandemic situation. The institute reviewed its teaching-learning process and fully implemented blended and online mode. Online and off-line classes were conducted and examinations were taken. To enhance ICT skills of faculties and admin staff, ICT training programmes were conducted. Faculties prepared video lectures, Google quizzes and e content and shared among students on WhatsApp. Interactive digital smart boards are installed and WIFI is upgraded. In the first cycle of NAAC, the institute received B++, in the second A with 3.21 points, in the third A with 3.32 points. On 15 February, 2017 institute is awarded with A grade - 3.25 points in AAA by KCG. The college has signed MoU with Mansa and Samarpan colleges for faculty and student exchange and knowledge sharing activities. Remedial classes and other workshops were conducted.

File Description	Documents
Paste link for additional information	<a href="https://uancmahilacollege.org/docs21-22/6.5.2.pdf">https://uancmahilacollege.org/docs21-22/6.5.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

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

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

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Our Institution has implemented guidelines provided by statutory/regulatory bodies regarding anti-ragging and sexual harassment of women. There is a zero tolerance policy towards sexual discrimination and harassment adopted by the Institute. Any student can submit grievance, either verbally or orally, in a complaint box as well as with the CWDC committee. A mechanism for timely redressal of students' grievances through committees like prevention of sexual harassment and anti-ragging is established. Counselling also is provided to students.

A police department personnel is one of the IQAC committee members.

The college has enough ladies toilets in every wing of every floor. There is a separate ladies room. There is a separate toilet for college female staff. The college has installed CCTV cameras. Male and female security guards are posted at every entrance of the campus and a separate security guard is posted at the main entrance of the college. Any visitor is allowed only after registering his/her details in the register. There is a separate girls' hostel wherein many girl students live and study. The entire staff of the college take care of the safety and security of girl students.

File Description	Documents
Annual gender sensitization action plan	<a href="https://uancmahilacollege.org/docs21-22/7.1.1%20Annual%20Gender%20Plan.pdf">https://uancmahilacollege.org/docs21-22/7.1.1%20Annual%20Gender%20Plan.pdf</a>

Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://uancmahilacollege.org/docs21-22/7.1.1%20facilities.pdf">https://uancmahilacollege.org/docs21-22/7.1.1%20facilities.pdf</a>
7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above
File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management	
<p><b>Solid Waste Management:</b> There is dustbins in every room and large ones in every lobby of every floor. The rooms are cleaned regularly and garbage is collected into two large dustbins - green for liquid and bio- degradable waste and blue for dry garbage. Both are provided by Gandhinagar Municipal Corporation. The GMC garbage collection van comes every day at fixed time and collects the dry and wet garbage separately. Then garbage is sent for further processing at Solid Waste Management Processing Houses at Sectors 28 and 30.</p> <p><b>Liquid Waste Management:</b> The college has well-structured underground drainage system in the college campus. The college drain is further connected with GMC underground drainage. The GMC drainage water is emptied into the central sewage processing system. The processed water is reused for farming purposes.</p> <p><b>E-Waste Management:</b> Whenever electronic equipment / gadget become non-functional or outdated, the college has adopted buy-back system in which these e-waste is sent to the company from which they were purchased. There is a practice of donating non-used equipment to the sister institutions which need them most. The discarded e-waste is sold to the e-waste management agency.</p>	
File Description	Documents

Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://uancmahilacollege.org/docs21-22/7.1.3%20Geotage%20Photo.pdf">https://uancmahilacollege.org/docs21-22/7.1.3%20Geotage%20Photo.pdf</a>
Any other relevant information	<a href="#">View File</a>

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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



This Institution is managed by philanthropic Management. The motto of the Trust is "Kar Bhala Hoga Bhala" (Do good, good will come to you). Our college has imbibed this motto through various activities to inculcate the values of tolerance and harmony towards cultural diversities. College adheres to rules and guidelines in admission process, which is merit-based, to incorporate all categories of students. The college believes in equality of all cultures and traditions and this is evident from presence of students of different caste, religions and regions studying here without any discrimination. The college provides equal opportunities to the students in various activities irrespective of their caste, creed, religion and region. Activities of NSS and NCC inculcate sense of unity, discipline, harmony, tolerance and social service among students. Anti-ragging cell acts as a key factor in maintaining tolerance and harmony among students. Grievances Redressal and Prevention of Sexual Harassment cells are formed to address the grievances among students to maintain harmony in the college. The College is undertaking various initiatives in the form of celebration of days of eminent personalities, National Festivals, and other such activities to provide for an inclusive environment among students and teachers.

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

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

The Institution adopts numerous initiatives by organizing activities to sensitize students and employees to the Constitutional obligation: Values, Rights, Duties and Responsibilities of citizens. To inculcate and strengthen democratic values, our Management along with all its constituent institutes, celebrates Indian Independence and Republic Days to highlight the Indian struggle for freedom and spirit of nationalism. The College also celebrates Constitution Day, International Yoga Day for the staff and the students. Through Prevention of Sexual Harassment, Grievance Redressal, Anti-Ragging Cells Students' Council and Code of Conducts for the staff and students, they are made aware of their rights, responsibilities and duties. There is a mechanism for getting suggestions of the students and the staff and addressing grievances if there are any. The college believes in freedom of expression and at the same time insists that rights and responsibilities are the two sides of the same coin. Through NSS and NCC voters awareness programmes are conducted and the college staff does election related duties as and when it is



entrusted by the election commission. Expert lectures on various social and ethical values are organized to motivate and nurture a sense of responsibilities and duties among students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The Institution organizes regional and national festivals, birth/ death anniversaries of eminent personalities, significant historical days, cultural and social events. As India is known for its festivals and cultural diversity, the Institution helps student to relate with India's rich cultural heritage and connect with their roots, by inculcating the importance of protection, preservation and propagation of Indian culture. The Institute also actively organises programmes and activities suggested by the University, UGC, State and Central Government. The Management, of which our college is one of the constituent institutes, organises Republic Day and the entire college staff along with students participate in it. The college organizes activities related with the days of national importance to recall the events or contribution of our leaders in building

the nation and imbibe moral and ethical behaviour of students in their professional and personal lives. The College celebrates Guru Purnima, Teachers' Day, Constitution Day, International Yoga Day, World Environment Day, Kargil Divas, Vocal for Local, Youth Day, Ek Bharat Shresth Bharat, Gandhi Jayanti, Global Recycling Day, National Unity Day, Water Conservation, and activities under Azadika Amrit Mahotsv, etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

Two best practices of the Institution:

### 1. Women Empowerment through Employment and Entrepreneurship

Motto: Swavlamban / Skills for Self-Sustenance.

Objectives of the practice:

To organize workshops and short-term certificate courses for imparting different skills.

To organise industry visits and to provide industry specific training to students

To invite experts, reputed companies and agencies for training for job placement and campus recruitment

To make entrepreneurship and related skills training available to students

### 2. Women empowerment through Health and Hygiene Awareness Programmes

Motto: Aarogyam Param Bhagyam - Health is Wealth

Objectives:

- To make students aware of the importance of their personal health and hygiene and wellness.
- To invite experts from the Health A and medical fields 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 environment awareness and cleanliness awareness the college and also in the adopted villages through extension activities.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

Established in 1991, Uma Arts and Nathiba Commerce Mahila College, is one of the renowned institutions of the reputable Trust: Sarva Vidyalaya Kelavani Mandal with a noble motive to provide free education to girls and help them in quest of academic distinction and developing their moral, intellectual and physical faculties in safe surroundings with a view to rendering them in to responsible citizens. Though the college is situated in an urban area, almost 60 to 70 % students come from the rural areas with lower economic background. 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 strives forth to fulfil the motto of the trust and the vision of the college by providing quality and value-based education while making them employable by developing their various skills to meet academic and professional requirements of the present age. The internal and the external examinations results have become brighter every passing year. The college has been awarded 'A' grade with CGPA 3.25 on 12th September, 2017 and Rs. 20000000/ grant was sanctioned for the upgradation of infrastructure.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 7.3.2 - Plan of action for the next academic year

1. To incorporate multi-disciplinary approach to meet the requirements of NEP 2020 and implementation of ABC and dual degree mode.
2. To conduct career guidance, entrepreneurship and employability skill training programmes for better job placement for students.
6. To enter collaboration for skill enhancement training for students and MoUs with educational institutions for faculty and students exchange programmes.
7. To organize beyond the campus extensions activities and environmental awareness activities to make students aware about depleting natural resources and its consequences.
8. To conduct programmes related to core human values, professional ethics, and integration of Indian knowledge system to make students responsible citizens.
9. To conduct programmes to train students for start-ups and innovations, and physical, mental health wellness programmes.