Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT ARTS AND COMMERCE COLLEGE, KACHHAL**
Name of the head of the Institution	**Dr. Hetal S. Tandel**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02625-292188**
Mobile no.	**9879296636**
Registered Email	**gacckachhal@gmail.com**
Alternate Email	**hetaltandel2013@gmail.com**
Address	**GOVERNMENT ARTS AND COMMERCE COLLEGE, KACHHAL, Ta- Mahuva, Dist- Surat, State- Gujarat**
City/Town	**Mahuva Surat**
State/UT	**Gujarat**

Pincode	**394240**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Gunjan Shah**
Phone no/Alternate Phone no.	**02625292188**
Mobile no.	**9879255600**
Registered Email	**gunjanshah1711@gmail.com**
Alternate Email	**gacckachhal@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.kachhalcollege.org/iqac/iqac-2018-19.html

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.kachhalcollege.org/iqac/iqac-2018-19/academic-planner-2018-19.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**1.59**	**2018**	**02-Nov-2018**	**01-Nov-2023**

6. Date of Establishment of IQAC	**06-Sep-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Offering external graduating courses affiliated with VNSGU	02-Jul-2018 365	212
Use of Smart Class/ICT by all subject teacher	16-Jul-2018 180	343
Extra Computer Coaching for Students	16-Jul-2018 80	343
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	RUSA	MHRD	2018 365	1800000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	6
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Encourage teaching staff for research and publication

Competitive books purchased for students overall development

campus placement drive was carried out by inviting two companies, wherein 25 final year students were selected

Collaboration with ICA Education Pvt. Ltd., Ahmedabad, for improving employability skills.

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

Plan of Action	Achivements/Outcomes
Offering external graduating courses affiliated with VNSGU	Successfully achieved
Facilitating girls students by providing equipped girls common room with sanitation napkin machine	Successfully achieved
Use of Smart Class/ICT by all subject teacher	Successfully achieved
Extra Computer Coaching for Students	Successfully achieved
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**28-Mar-2019**
17. Does the Institution have Management Information System ?	**No**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

> GACC Kachhal is affiliated to VNSGU, Surat. The CBCS system has been implemented for B.A and B.Com. courses. Right at the beginning of the academic year/semester, the college lays down measurable yardsticks to assess academic performance. The academic calendar is prepared according to the guidelines and circulars issued by VNSGU, and are uploaded on the college website. An

Orientation programme is held for newly admitted students every year, and all faculty members are supposed to prepare accordingly. Meetings are held for the allocation of departmental work, and the concerned faculty distribute the syllabi to the students. Classes are conducted via lectures and PPTs. Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their teaching plans according to the numbers of lectures allotted in the university syllabus for each topic. Class test/surprise test and student seminars are held after completion of a section of the syllabus and periodic review of performance of students is undertaken. Student-feedback/satisfaction survey is conducted by IQAC to improve the teaching learning process of each department.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Finishing School	Finishing School	28/08/2018	28	Employability/Entrepreneurship	Self Confidence, Interview Skills, English learning, Life skills, etc
Domestic Data Entry Operator	Computer Course	29/10/2018	53	Employability/Entrepreneurship	Self Confcomputer learning,

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
View File		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Gujarati/Hindi/Sanskrit/Economics/History/Sociology	12/06/2018
BCom	Accountancy	12/06/2018

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

	Certificate	Diploma Course
Number of Students	80	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year		
Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained
In the year 2018-19, feedback was taken from 40 students of S.Y.B.A/B.Com,/T.Y.B.A/B.Com through Google Docs. Almost all the students had rated the teaching skills of professors as Excellent or Extraordinary, barring a handful that marked certain faculty members teaching skill as average or weak. Subsequently meeting was held to discuss the scope of improvement for the concerned faculty members. The S.Y.B.A students were asked to rate the library, out of which 27.3 had rated it Average, 36.4 had rated it as Excellent, and 36.4 had rated it as Extraordinary. S.Y.B.A students had participated in the Mega placement fair, where in they were not selected by any companies. Companies that would hire students with their current qualification were unavailable. The students were dissatisfied with the placement Fair. Feedback/Suggestions were also taken from farmer student and alumni, in 2018-19 through Google Docs. It was noted that 25 of the respondents were pursuing Masters 25 were pursuing B.Ed. and 50 were pursuing other course or appearing for competitive exams, upon taking a survey about their study/work after graduation. Some students were working with government or private companies. Around 45 alumni were also engaged in agriculture and animal husbandry. Feedback was also taken from parents in 2018-19 regarding their ward's academic performance, extra-curricular activities of the college, and college timings. Most parents had rated it as Acceptable, Good or Very Good. They had suggested providing their wards with a decent playground and Canteen in suggestion. The feedback and suggestion given by the students, alumni and parents are regularly discussed and resolved implemented through meeting.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	gujarati, Hindi, Sanskrit, History, Sociology, Economics	260	117	103

BCom	Accountancy	130	50	34
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	137	0	6	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
17	4	2	8	8	3
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Guidance is given during admission procedure to aid students in subject selection, on factors such as the importance of the subject, the contents of their syllabus, and the future scope of each subject. Various courses are also conducted for exam-oriented guidance for each subject, followed by career counselling. Detailed guidance is provided to help students choose between various value- addition classes such as Personality Development, Hotel Management, Competitive Exams, etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
368	11	1:33

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	11	1	1	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	01	2	12/04/2019	19/06/2019
BA	01	4	12/04/2019	25/06/2019
BA	01	6	12/04/2019	13/05/2019
BCom	03	2	15/04/2019	21/06/2019
BCom	03	4	16/04/2019	27/06/2019
BCom	03	6	16/04/2019	20/05/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

? A question bank is prepared from the university exam papers of the last 5 years, and the student are expected to study it thoroughly. The college unit test is conducted from the question bank, enabling students to comprehensively study and be prepared for their upcoming final exams. ? Four assignments are given as part of formal internal evaluation, which requires them to go to the library for resources, and refer to other relevant books /resources, thus promoting the students to learn on their own. ? The 05 marks for attendance are given very stringently, compelling students to remain present in the classes throughout the semester. Such a step makes the student more likely to eventually develop interest in the subject and is beneficial for their exams.

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

A staff meeting with the principal is held at the commencement of each semester in which Adequate and systematic plans are made for the whole semester, by considering a range of factors, such as evaluation with reference to the university calendar, Assignment, unit test, university exam, Saptadhara activity ,sports, NSS, Khel Mahakhumbh, youth festival, etc. Suggestions and feedback are taken from the staff and detailed plan are made to ensure proper execution of each activity.

2.6 – Student Performance and Learning Outcomes

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

http://www.kachhalcollege.org/iqac/iqac-2018-19.html

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
01	BA	GUJARATI, HINDI, SANSKRIT, HISTORY,SOCIOLOGY,ECONOMICS	64	62	97

| 03 | BCom | ACCOUNTANCY | 32 | 18 | 56 |

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2.7 – Student Satisfaction Survey

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

http://www.kachhalcollege.org/iqac/iqac-2018-19/student-satisfaction-survey.html

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				

View File

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	2	4
National	Arts	1	3

International	Commerce	3	5.5

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

Department	Number of Publication
Arts	2
Commerce	2

View File

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

View File

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

View File

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	2	1	1
Presented papers	0	3	0	0
Resource persons	0	0	0	1

View File

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Health Hygiene awareness program	Yog Sanjivani naturopathy centre, Bardoli	9	117
Mental Health aeareness Program	Initiative for Sustainable development, Surat	9	94

View File

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

View File

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat	NSS / Kachhal Gram Panchayat	Swachchhata abhiyaan	5	98

View File

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

View File

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

View File

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
ICA Edu. Skills Pvt. Ltd.	31/08/2018	Students knowledge regarding data entry and useful for placement 440 hours practical theoretical guidance	40

View File

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
183254388	12007493

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	218	25535	158	81996	376	107531

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

View File

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	22	1	39	8	1	5	8	0	0
Added	21	0	4	0	0	0	0	823	0

Total	43	1	43	8	1	5	8	823	0

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

8.23 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
11050000	10615344	107684388	11882493

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

During 2018-19, with the help of various grants, the institute has developed the physical as well as academic and supportive facilities. 11 new digital teaching devices have been purchased. 15 new computers have been purchased. Library up gradation work has been planned out. 188 new books have been purchased. Internet speed enhancement broadband plan and Wi-Fi have effectively working. One unit of each has been purchased during the year: TV, public announcement system, grass cutter machine, photocopy machine, e-resources (N-List), inverter. 14 units of sports shoes and one unit of table tennis equipments have been added during the year. 2 units of sanitary machines, 2 units of cleaning machines and 15 units of computer UPS have been purchased. 25 units of new furniture have been added during the year.

http://www.kachhalcollege.org/rusa.html

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	Post Metric Scholarship Scheme, Gujarat	316	1771180
b)International	NA	0	0
View File

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

Data Entry Operator	31/08/2018	40	ICA Edu Skills Pvt Ltd
Yoga Meditation	02/07/2018	343	Govt. B.Ed. College Kachhal
	View File		

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Finishing School	40	40	0	0
	View File				

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Katariya Automobiles Ultra denim Pvt Ltd	35	5		0	0
		View File			

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	4	B.Com.	Commerce	S.B. Garda Arts P K Patel of commerce College Navsari	M.Com.
2019	1	B.A.	Arts	S.B. Garda Arts P K Patel of commerce College Navsari	M.A.

2019	2	B.A.	Arts	Shreemati P.N.	B.Ed.
2019	1	B.Com.	Commerce	Shah N H Commerce College Valsad	M.Com.
2019	2	B.A.	Arts	Bhagvan Mahavir College of Education	B.Ed.
View File					

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

Items	Number of students selected/ qualifying
SET	1
SLET	1
Civil Services	1
View File	

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

Activity	Level	Number of Participants
Cricket Inter College	Inter college (Quarter)	14
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
View File						

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

Under the VNSGU Act, a student is defined as: A person can stand in election who is enrolled in institution, Not Have a bad record, High Attendance and in good standing in a course or program of studies at the institution Before a Week, College puts a notification on notice board with a given schedule. A student who wants to take part in Election and wants to become CR or GS needs to fulfill the given requirements as University has stated. If no Candidate takes part in Election System, Selection System is enforced on Students on the basis of Their Merit. After Selection of Class Representative, General Secretory is being appointed. Herewith College is attaching a worksheet in which Selection of General secretary has been processed. All Selected Candidates being given a chance to take part in various committees such are Cultural Committee, Sports Committee, Tout Committee, etc.…..

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

In our institute faculty members have been made in-charge of various activates of the college. A chairman/chairman and committee members are appointed for activates conducted under RUSA AND UDISHA. Institution has accomplished many practices in their routine term starts with Admission Festival to Annual Function. In this duration several activities have been done to nurture students, Such activities are given below: 1. National Service Scheme 2. Knowledge Band 3. Innovative Band 4. Skill Band 5. Music And Dance Band 6. Drama Band 7. Sports Band 8. Yoga 9. Swachhata Abhiyan 10. Women Empowerment Activities 11. Students Awareness Sessions 12. Vocational Training in Celebration with NGO 13. Inter College Competitions 14. Employability Enhancement Program Apart from all these Practices we used to motivate students on regular basis. we try to mold them what corporate wants. We are not only focusing on study but also in their fluency in Language and Good Gestures-Postures, Personality so that they can match with corporate Demands.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	? Curriculum Development- updated curriculum is duly implemented as per University regulation. ? Teaching and Learning- ICT resources like Digital Learning Module, Use of multimedia (Video), case study method. ? Examination and Evaluation- updated instruction sent by the concerned university are duly followed, Assignments to be written by student in class to ensure learning. ? Research and Development- 3 Faculty participation in seminars, FDP, etc. faculty research publication undertaken by faculty. ? Library, ICT and Physical Infrastructure / Instrumentation-smart classes with Digital learning Module,

Television. ? Human Resource Management- process of Recruitment Transfer and Promotion is done by Government of Gujarat. There is no such role of college. ? Industry Interaction / Collaboration -18 ? Admission of Students- Admission process is very transparent. Online admission of B.Com. students are done by parent university and Offline admission is done by college itself. Both processes are on the basis of merit.

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

E-governace area	Details
Examination	? Student Admission and Support ? Salary to all Staff ? Finishing Course Attendance ? Committee Reports

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	P. R. Tadvi	Refresher Course	UGC HRDC Rani Durgawai Universiy Jabalpur MP	15420
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course in Economic Policy and Planning HRDC Jabalpur	1	03/12/2018	22/12/2018	20

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	NIL	NIL

6.4 – Financial Management and Resource Mobilization

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

For effective check on the accounts a two tier system is followed, the internal and external audit. The institute conducts internal and external financial audits regularly. Internal audit of the college is done by the chartered accountant appointed by the college on annual basis. External audit is done by the Government of Gujarat. The complete transparency is maintained in the internal and external audit. Authorized staffs of the institute deal with the bank account. All the parameters related to audits are well maintained by the institute.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	No	No
Administrative	No	No	No	No

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

NIL

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

NIL

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

NIL

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Extra Computer Coaching for Students	16/07/2018	01/08/2018	30/03/2019	343
2018	Use of Smart Class/ICT by all subject teacher	16/07/2018	01/08/2018	30/03/2019	343
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics			
Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)
1. Plastic-free Campus 2. Green landscaping with trees and plants 3. Solar panels for clean energy/power generation 4. Use of dustbins for Eco-friendly disposal of trash 5. Conscious, judicious use of private transport by employees, wherever practically possible

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices
1. Visit to adopted village - the NSS team visited their adopted village and conducted various activities such as, International Yoga Day, Voter AwarenessDay, Health Check-up Program, Mental Disease Awareness,etc. They also focused on womens issues,Save Daughters and Save Water. 2. Use of Smart Classrooms - We use ICT resources and IWB (Interactive White Boards) to integrate technology with learning and provide students an all-rounded learning experience.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.kachhalcollege.org/iqac/iqac-2018-19/best-practices-2018-19.html

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words
Vision The institute has the vision to dissemination of knowledge and higher education for the tribal area people who could not afford to go to cities due to low incomes, and particularly to educate the tribal girls with minimum expenses and education at the doorstep. Priority The institute gives more importance to quality education in tribal areas so that the students can become self-dependent and can lead a quality life. Steps have been taken to further the vision imbibed by the institution. Thrust ? Need for a bigger automated as well as stocked by (reference, journals) library and reading room space. ? Absence of P.G. courses in Commerce and Arts negatively affecting students' preparation. ? Absence of auditorium, sports ground and computer centre. ? Far away from the city so commuting is difficult especially for girls. ? Insufficient office staff. ? Insufficient permanent teaching staff. ? There is no post for Sports officer. Steps taken: ? The library has been stocked on a regular basis, inviting reference book suggestions from the staff, which could be helpful for the students. ? A number of books have been added since the last NAAC visit in the areas of education covered by the institute. ? A number of journals and e-journals have been subscribed to, for the benefit of students.

Provide the weblink of the institution
www.kachhalcollege.org

8.Future Plans of Actions for Next Academic Year

We aim to get recognition of 2(f) and 12(B) of UGC which we enable us to have excess to grants and other relevant benefits for major and minor research projects, conference, workshop etc., We plan to encourage computer literacy amongst students by introducing a mandatory computer course for them. We intend

to conduct an industry academic meet to promote placement of students at the end of their degree programs. We plan to start a course of data entry operator, GST, Tally, event management etc. to make the students more employable. We plan to avail financial assistance from the corporate sector under CSR. We have forwarded some proposals for the same. We plan to introduce online exams complete with marking under the CIE (continues internal evaluation) system. We also intend to add classrooms to provide better infrastructure to the college. We aim to introduce more feasible ideas as best practices for the college, which would positively impact not just the college, but the environment at large. we plan to introduce a no vehicle day wherein the college staff and students would use public transport wherever practically possible, to inculcate a sense of responsibility and also positively impact the environment. In order to promote healthy eating habits, we also aim to introduce a fruit Day every month, which would entail the college staff and students to include healthy fruits as their lunch for one day a month, encouraging the consumption of fresh fruit and promoting healthy eating habits. With a view to provide industrial/career exposure to students. we aim to conduct at least one educational tour or industrial visit for the students, so that the students can be made aware of their career prospects, while also gaining valuable exposure to current industrial practices and trends.