YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**GOVERNMENT ARTS & COMMERCE COLLEGE KACHHAL**
• Name of the Head of the institution	**DR. HETAL S. TANDEL**
• Designation	**PRINCIPAL**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**9824106770**
• Mobile No:	**9879296636**
• State/UT	**Gujarat**
• Pin Code	**394240**
2.Institutional status	
• Type of Institution	**Co-education**
• Location	**Rural**
• Financial Status	**UGC 2f and 12(B)**

• Name of the Affiliating University	**Veer Narmad South Gujarat University, Surat**
• Name of the IQAC Coordinator	**Dr. Gunjan Shah**
• Phone No.	**919824106770**
• Alternate phone No.	**919824106770**
• IQAC e-mail address	**gunjanshah1711@gmail.com**
• Alternate e-mail address	**gunjanshah1711@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**https://www.kachhalcollege.org/iqac/iqac-2019-20.html**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**https://www.kachhalcollege.org/iqac/iqac-2020-21.html**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.59**	**2018**	**02/11/2018**	**01/11/2023**

6.Date of Establishment of IQAC	**06/09/2016**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**Salary, Contingency etc.**	**State Government**	**2020-21**	**12639000**
Institutional	**RUSA**	**Central Government**	**2020-21**	**3000000**
Institutional	**Saptdhara**	**state government**	**2020-21**	**90000**

Institutional	Udisha	State Government	2020-21	50000
Institutional	Book	State Government	2020-21	70000
Institutional	SSIP	State Government	2020-21	50000
Institutional	CLE	State Government	2020-21	427842
Institutional	SEC	State Government	2020-21	414468

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	**View File**

9.No. of IQAC meetings held during the year	15
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	**View File**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Encourage teaching staff for research and Publication 2. Competitive books purchased for students overall development 3. 3 Companies have conducted Virtual Interviews for students. 4. Campaigning of Green campus 5. Adopted best Paper-less practices.

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

Proposal on Yoga training sessions to reduce stress and for mental peace	IQAC organizes "Short term Course of Yoga Training"
Proposal on School Visit for Mentoring Students, Delivering Subject Expertise, Prepare MoU	Faculties were sent to various schools of Mahuva Taluka for visit. They have taken Career awareness sessions there. IQAC have decided to do MoU with different Schools
Faculties were sent to various schools of Mahuva Taluka for visit. They have taken Career awareness sessions there. IQAC have decided to do MoU with different Schhols	No Vehicle Day Celebration, Employee Appreciation Day, Green Campus Day were celebrated.
How to increase Placement ratio?	Campus Placement – NSIT, Campus Placement –Bharti Axa Life Insurance Company was came for interview. More than 25 students were selected for the job.
Proposal on Sports to start early Because of High Absenteeism	Due to high absenteeism, It was suggested that Sports week should be celebrated early. So Students will involve in college activities.

13.Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Yes	20/01/2022

15.Multidisciplinary / interdisciplinary

Government Arts & Commerce college Kachhal run Bachelore of Arts and Bachelore of Commerce colleges since 2001.

16.Academic bank of credits (ABC):

Government of India, Under National Education Policy-2020, intends to enable students across the nation with the "Academic Bank of Credits" (ABC) system for fulfilling their thirst for knowledge by

providing academic flexibility to pick and modify their educational paths, link diverse disciplines, and; assist them in acquiring the proper foundations and building blocks for their ambitions.

Since the plan of ABC was executed later 2020, GACC kachhal has no such policy of ABC.

17.Skill development:

Government Arts & commerce college Kachhal is very keen in developing skills of students. College has planned many programs to nurture skill in all. For that, Government has taken initiative of "Finishing School" to shape students skill. This initiative has made students more employable.

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

Government Arts & commerce college Kachhal has no such Online courses that integrates and justify Indian knowledge system for indian language, culture etc.

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

Program Outcome:

Students will be able to read, write and implement plans effectively for a variety of professional and social settings. They will practice writing as a process of motivated inquiry, engaging other writers ideas as they explore and develop their own.

Program Specific Outcome:

Student will develop an appreciation of how the formal elements language and genre shape meaning. Student will gain knowledge of the major tradition, and an appreciation for the diversity of literary and social voices within - and sometimes marginalized by those traditions. Student will develop the ability to read works of literary, rhetorical and cultural criticism, and deploy ideas from these texts in their own reading and writing. Student will develop a passion for literature and language. They will develop literature's ability to elicit feeling, cultivate the imagination, and call as to account as humans.

20.Distance education/online education:

Government Arts & commerce college Kachhal has no such Distance Education / Online Education Courses.

In Covid Era, College has implemented online teaching MS Team Application.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	2

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	580

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1260

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	117

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	17

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	16

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1 Total number of Classrooms and Seminar halls	22
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2706858
4.3 Total number of computers on campus for academic purposes	30

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

GACC Kachhal is affiliated to VNSGU, Surat CBCS system has been implemented for B.A. and B.Com. coursed. 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 guideline and circulars issued by VNSGU, and are uploaded on the college website. An orientation program is held for newly admitted students every year, and allfaculty members are supposed to prepare accordingly. Meetings are held for the allocation of departmental work, and the concerned faculty distribute the syllabus to the students. Classes are conducted via lectures and PPT. Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their teaching plans according to the number of lectures allotted in the university syllabus for each topic. Different teaching tools are being used by teachers for teaching .For measuring the performance at the end of the sem,continous and end sem evaluations are done.The student satisfaction survey is conducted by IQAC to improve the teaching-learning process of each department. All the departments conduct departmental meetings on the regular basis with the Principal to supervise the teaching-learning process. Different innovative teaching methodologies, creative pedagogies, new initiatives, and activities areorganized and implemented for completion of the curriculum effectively.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	Nil

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

Ref the Attach File for Academic Calendar Including Continuous Internal Evaluation (CIE). Government Arts and Commerce College Kachhal is affiliated with Veer Narmad South Gujarat University, Surat. The Examination Department of College follow the pattern determined by the Commissionate of Higher Education department as well asAcademic Council of the University. CIE includes different types of evaluation pattern viz, Assignment,In-house exam and attendence Plus Participation by student during the semester.

File Description	Documents
Upload relevant supporting documents	**View File**
Link for Additional information	Nil

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. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded

Institutional data in prescribed format (Data Template)	**View File**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**View File**

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

23

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**View File**

1.3 - Curriculum Enrichment

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

GACC Kachhal - curriculum effectively integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. Various activities are organized throughout the year as part of the curriculum that help in this endeavor.

1. Gender Sensitivity:

Gender related courses are an integral component of various programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Free counseling services are provided through a Counseling Cell. Gender sensitization camps are organized in slums and rural areas of Agra

district that include, women's rights, human rights, child rights, gender justice and gender equality. Compulsory core courses along with the wide range of community outreach programmes that include health and hygiene camps, hole-in-the-wall and village adoption, enable exposure to real life situations. GACC Kachhal annually organizes seminars, conferences, guest lectures, exhibitions, street plays and literary activities that help in gender sensitization.

2. Environment and Sustainability:

GACC Kachhal strong community orientated work culture is based onsustainable way of life, that involves integration of water quality, air quality, education and healthcare, agriculture and dairy practices, innovation and human values. Gacc Kachhalhas pioneered vocational and skill development education by introducing UGprogrammes in Arts & Commerce. A compulsory core course on Environment studies is included in all UG programmes. Environment awareness camps, seminars, workshops, guest lectures, industry visits and field excursions are organized. Environment Day, Earth Day and Water Day are annually celebrated.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
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)	**View File**

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**View File**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**View File**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**View File**
URL for feedback report	**https://www.kachhalcollege.org/students/feedback-report-2020-21.html**

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

1170

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**View File**

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

580

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	**View File**

2.2 - Catering to Student Diversity

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

During the Pandemic situation due to Corona Higher Education Departmnet -Government of Gujarat has provided with online teaching plateform of Micro-soft Team to all the faculties and students.Faculties has taken online courses at the convient time of students and for poor network connection, students were share materials and notes on Whatsapp.

For Slow learner students , on the demand of the students ,faculties has also conducted offline classes in a small batches.For Example

B.A/B.COM-semester 1,3,5 students who appeared in ATKT in May-2021 were given additional classes.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
580	18

File Description	Documents
Any additional information	**View File**

2.3 - Teaching- Learning Process

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

Student Centric methods are encouraged, and syllabus is taught in a way that ensures student participation and not just Chalk and Talk method. Subject teachers ensure that the syllabi are delivered in a way where students can learn easily, naturally and apply their knowledge to their real life. Practical models are shown in subjects like economics, sociology is taught in a way that students can

continuously reflect on and engage with the models observed in their own families and communities. Environment science students are made aware of current climate crises and how their knowledge of the subject can make them better citizens, environmentally conscious individuals who can guide their families and communities towards more sustainable ways of life. Subjects like English are taught in a way that they are equipped with more realistic, out-of-the-classroom use of English, while learning to participate in the class using techniques like peer-learning, group projects, interactive subject-related games, etc. Students are also motivated to make presentations, and use Interactive Smartboards.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

ICT – Teachers strive to use as much as ICT for teaching as possible. Online teaching was conducted over MS Teams, with the use of Powerpoint, along with audio calls. With many classrooms being equipped with Interactive Smartboards, parts of syllabi are taught using the smartboards, and students are encouraged to do the same. Internal tests are conducted using Socrative and Google Forms. Powerpoint presentations are generally used by each teacher to teach at least some part of the syllabus. Videos clips that are relevant to the syllabus are also shown. For teaching a teacher for effective use of ICT, a guest talk was also organized, wherby award winner teacher of Kachhal School was invited by the Institute.Computer Lab assitant is also appointed on full time basis for supporting in case of any difficulties faced by the teachers.Few of the faculties has their own You-tube lecture series .ICT Facilities are open for all teachers.Institute is also planning for 100 per cent smart class room well equpped with all Hi-Tech ICT tools .With the use of ICT, the teacher can easily explain the subjects of language, literature and commerce ,such as a good understading of grammar and vocabulary in language subject easy understading of difficult issues through charts and diagrams in literature subject and commerce subjectlike, the subject of statistics is explained by easily showing examples.

File Description	Documents
Upload any additional information	**View File**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

18

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**View File**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**View File**

2.4 - Teacher Profile and Quality

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

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	**View File**
List of the faculty members authenticated by the Head of HEI	**View File**

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

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

08

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	**View File**

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

2.4.3.1 - Total experience of full-time teachers

5.875

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	**View File**

2.5 - Evaluation Process and Reforms

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

For internal assessment institute follow the Criteria determined by Higher Education Department and Academic Council of the University. Since 2010-11 acadamic year institutefollow this system.

S.No Internal system Total marks

1. Assignment -08
2. Quiz/MCQ -08
3. Attandance -04

5. Project work Assignment and projects/book reviews are given to students so as to make them read extra books from library also motivative to go for field work for their project. Commissionarte of higher education has also issuied anotification to university for following the abovementioned pattern.A part from this each subject teachers try their level best for helping students scoregood marksby solving last 5 years question papers. During ongoing semester subject teachers announces the assignment to be submitted in each subject.Students participation in class is also taken noted for evaluating the performance .At the end of the semester exam is conducted by institute and finally students are evaluated out of 20 marks .Before submitting the marks to university, the marks are displayed on the notice board of the college and same is also available on the desk board of the students provided by university itself.So enough scope of transparency is given to each students.So far no injustice has been done to the students due to this internal system.

File Description	Documents
Any additional information	**View File**
Link for additional information	**https://www.vnsgu.ac.in/wp-content/downloads/Exam/Cir/Students/UGPG.pdf**

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

Internal exams are conducted using online transparent systems such as Google Forms, assignments are taken through MS Teams, hence, there is no chance for human error, or deliberate human interference that can harm objective evaluation of student work. The mechanism is also time-bound and efficient as results are computed immediately and exam schedules are easily maintained. Hence, these platforms ensure that right from commencement of test, to preparation of result, the process is smooth, efficient and quick, and the methods

are transparent.Internal marks are displayed on the notice board and same is also announced in the students group.If any grievances are brought forward by the students then immediate action is taken to rectify the same .Sufficient time for submitting the assignment is given to each student.Library is open for them till 3:00pm for reading

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**www.vnsgu.ac.in**

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.

B.A.specific outcome:-

Explanation of different languages is obtained. Which becomes imporatant to understant The Basic concepts of the subject. society gets useful knowledge. communication skill. grameticle and critical

Course Outcomes:-

Many of the provincial languages of india, are known as sanskrit,sanskrit is the famouse language of india, an ancient language spoken since time immemorial, through sanskrit language the lessons of spirituality can be taught in students and very important to sanskrit language to explain the value of rituals. hindi language has conributed to spread indian culture and indianness to the world. The knowledge of hindi and Gujarati languages are increases amonng the students apart from boosting self – confidence, learning hindi can lead to advancement in every field.

In terms of country, state and local area:- historical significance through law,economic condition through economics, and problem and solution of societythrough sociology. In terms of country, state and local area:- historical significancethrough law, economic condition through economics, and problem and solution of society through sociology.

B.com specific outcome:-

To Understand the Various Principles that governs the applications of Commerce & Management • To Understand the Accounting Concepts and acquire the skills in Preparing Various Accounts. • Critical thinking • Communication Skills • Professional Knowledge • Computing Skills.

Course Outcomes:-

Students get knowledge of theoretical calculations through accounts, analysis of statistics through statistics, and practical knowledge of banks through banking.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**View File**

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

The many lessons literature teaches our students include language purification, language application and pronausation. While having a story is useful in every situation, all literature is useful. In Sanskrit, spiritual knowledge is obtained, as well as a history of religion.

Students study economics to learn about the economy at home and the economy at large. The students learn about the problems of unemployment, poverty, and inflation in the economy. Also taught is the distribution of income in the economy, where it goes, and how it is determined by the budget.

Students learn about society and understand the structure of society through sociology as a subject. Additionally, they are aware of the problems arising in society and attempt to resolve them. The student knows the history of all countries and thinks about what might happen in the future thanks to the subject of history.

It is important to have knowledge of all subjects when building a career as a student.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

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

78

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**View File**
Upload any additional information	**View File**

Paste link for the annual report	**Nil**

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://www.kachhalcollege.org/naac-ssr.html

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	**View File**
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)	**View File**

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	**View File**
Any additional information	**View File**
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

01

File Description	Documents

Report of the event	**View File**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**View File**

3.2 - Research Publications and Awards

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

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

01

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**View File**

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

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

01

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	**View File**

3.3 - Extension Activities

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

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme. Through these units, the college undertakes various extension activities in the neighbourhood community.

NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness , tree plantation ,water

conservation through construction of Bandhara,road construction, Shramdan,Social interaction, Group discussion Eradication of superstition, Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health check up camp, Veterinary guidance ,Farmers meet, Awareness about farmer's suicide etc.

It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service. College organizes various extension activities as tree plantation, Road safety awareness,Ekta daud for health, Save fuel save country programme,Swachhta Abhiyan ,National equality awareness.

All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	**View File**
e-copy of the award letters	No File Uploaded

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

06

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	**View File**

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

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

661

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**View File**

3.4 - Collaboration

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

00

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**View File**
Any additional information	**No File Uploaded**

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

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

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**View File**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**View File**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

The Institute has received total grant of 2.00 Cr under the head – RUSA. It covers three component namely Component 7, 9 and 12.Various expensed under different heads can be done by the institue for the development of college campus as well as student teachers development.Under Infrastructural Development of the college campus total 70 lakhs were allotted and with the support of the same institute has constructed and developmed additional -04 class room .The class rooms includes Seminar hall with all Hi-Tech facilities which is used for conducted seminars and guest talks .Institute has also developed one computer lab as well as smart class room for teaching -learning .Almost 50 per cent out of 21 classs rooms available ith the institue are equipped with smart boards for ICT enables learning with Wi-Fi facilities.

During the year of Pandemic due to Corona following the guidelines issued by Government of India, Institute has conducted online teaching. Higher Education Departmnet of Government of Gujarat has provided with Micro-soft Team plateform to all faculties and students for teaching learning and for conducting meetings.It has proved to be a fruitful to all.In parallel with the same University also conducted online exam .Formeeting the need for a large number of students requirement of appearing for online exam,institue has installed WI-Fi facility in addition to NAMO WI-FI .It has costed around 1.60 lakhs expenses to the institute.

Two well furnished and attractive computer lab was also developmed for meeting the required of making student computer friendly.

File Description	Documents
Upload any additional information	**View File**

Paste link for additional information	https://www.kachhalcollege.org/naac-ssr/criteria-four/criteria-4-1-1.html

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

The institute has both indoor & outdoor sport facilities. It has well equipped gymnasium in the campus.PTI of Sister Institute id given additional charge for maintating the GYM.Students regularly use it after completing their classes. Among the indoor games, the students enjoy playing carrom, table tennis etc.The institute has yoga dome which is used by the students and faculties for organizing different cultural and social activities.Yoga is compulsory for the students for each semester itself.Every year during the end of December Sports days of 03 days are organised,where in indoor and out door games are organised and prizes are awarded to students.Institute do register and participate in the Sports event organised by University.

For holistic development of students personality,institute has its own open dome with inbuild stage .All the cultural activities like Navratri,food festival,drama etc are performed by student using the available facilities.Students has also participated at University level Youth Festival.

Virtual Class Room:

The institute conducts online sessions on a real time basis using broadband facility using web-conferencing tools such as MS Teams, Webex, Google Meet, Zoom, Youtube etc. for lecture delivery. Under this, faculties and students spread across the country connect to a virtual class room on a scheduled date and time.

Library:

The institute library has an impressive collection of 11318 books and 35 CDs and 14 periodicals. During pendamic situation, all library services were available for the students and staffs.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	https://www.kachhalcollege.org/naac-ssr/criteria-four/criteria-4-1-2.html

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

```
09
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4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

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09
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File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://www.kachhalcollege.org/naac-ssr/criteria-four/criteria-4-1-3-1.html**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**View File**

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

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

```
6.91521
```

File Description	Documents
Upload any additional information	**View File**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	**View File**

4.2 - Library as a Learning Resource

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

Library is automated using SOUL 2.0 in the year 2020-21.ILMS is available for the library.The library is well looked by full time librarian since year 2016.Institute has spend 1.37 (in lakhs) for installing the soft ware. The library is automated with integrated library management software SOUL 2.0 (Software for University Libraries) of INFLIBNET. The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc are done through the software.OPAC (Online public access catalogue) service is also provided where the users can search the collection of books by title, author, publisher etc. The books are being bar coded and the users are given unique barcode ID. Apart from the printed books the library is having access to e resources of n list which is a part of e shodhsindhu consortium of INFLIBNET, where the users are given awareness and made to access browse and download e books, e journals, databases etc. The new

books are displayed for two weeks on the display stand. User orientation is provided at the beginning of the year regarding the various facilities services and resources available in the library. The library provides reprographic service and internet service. The Internet room is provided with 2systems with 100Mbps. For Enhancing security 2closed circuit cameras have been installed.The Library is provided with Wi-fi facility.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	**Nil**

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

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**View File**

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

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

70000

File Description	Documents
Any additional information	**View File**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	**View File**

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

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

10

File Description	Documents
Any additional information	**No File Uploaded**

Details of library usage by teachers and students	**View File**

4.3 - IT Infrastructure

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

The institute has a well balanced IT facilities including Wi-Fi.

NAMO Wi-Fi facility installed by the Higher Education Departmnet - Government of Gujarat.Open for all.

BSNL Broad band Connection for Staff.

Private Service Provider Internet WI-FI connection open for all students .

Adhering the guidelines issued by Government for online classes during the pandemic time and then after for facilitating students for online University Exam , institute has incurredaround 1.60 lakhs for installing internet of 100 MBPS of speed .

This way institute claim for always adding and updating the IT facilities in the campus.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://www.kachhalcollege.org/naac-ssr/criteria-four/criteria-4-3-1.html**

4.3.2 - Number of Computers

30

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

4.3.3 - Bandwidth of internet connection in the Institution	C.10 – 30MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

23.22

File Description	Documents
Upload any additional information	**View File**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**View File**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Below are the full time man-power for various support facilities:

Library: Full Time Librarian since Year 2016

Computer Lab Assistant: Full Time provided on Outsource basis (Contractual) by the Governmnet

Sports: Indoor GYM -Full Time PTI of sister institute(Given additional charge by Principal)

Class Room Cleaning: Daily by the Outsourse manpower provided by the Government

Higher Education Departmnet -Governent of Gujarat has appointed Computer Lab Assistant for Full time .Computer lab got its beautification in the current year with additional computer.Class rooms are being regularly cleaned by the man-power.Full time librarian post is sanctioned and filled in the institue.Library is fully automated with SOUL Software. Library has in-bulid reading room facility. Institute has allotted one room for the purpose of Indoor GYM with all modern gymming equipments.The Gym is looked after by PTI (additional charge) .Regular maintanance of computer devises like desk-top and printers are also taken care off by the institute.

File Description	Documents
Upload any additional information	**View File**

Paste link for additional information	**https://www.kachhalcollege.org/naac-ssr/criteria-four/criteria-4-1-3-1.html**

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

525

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

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

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

525

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**View File**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**

Details of capability building and skills enhancement initiatives (Data Template)	**View File**

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

670

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

670

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**View File**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**View File**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

File Description	Documents
Self-attested list of students placed	**View File**

Upload any additional information	No File Uploaded

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

23

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	View File

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

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.…...

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

0

File Description	Documents
Report of the event	**No File Uploaded**
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)	**View File**

5.4 - Alumni Engagement

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

We are in Process with Alumni Association Registration.

File Description	Documents
Paste link for additional information	**Nil**

Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

1. The College Development Committee has been constituted as per guidelines of the University of veer narmad south Gujarat university surat. The Committee comprises of representatives from the management, teaching staff, supporting staff, administrative staff, Heads of the Departments, ex-students and IQAC Coordinator. It reviews the activities of the college and makes recommendations about infrastructure development and other administrative matters. It also deliberates upon financial matters and the budget. Views of all concerned stakeholders are taken into consideration before arriving at any decision. As per University regulations, the committee meets four times in an academic year. Before a meeting takes place, concerned representatives collect suggestions and feedback from those whom they represent. Their suggestions and feedback are instrumental in decisions relating to new courses, audits, the scheduling of events to be conducted during the academic year etc. This ensures that the schedule suits all the stakeholders and does not disturb academic and examination timetable.

2. Faculty members have been made charge of various activities conducted under RUSA and UDISHA, as well as other activities, which leads to decentralization of power.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

1. The College Development Committee has been constituted as per guidelines of the University of veer narmad south Gujarat university surat. The Committee comprises of representatives from the management, teaching staff, supporting staff, administrative staff, Heads of the Departments, ex-students and IQAC Coordinator. It reviews the activities of the college and makes recommendationsabout infrastructure development and other administrative matters. It also

deliberates upon financial matters and the budget. Views of all concernedstakeholders are taken into consideration before arriving at any decision. As per University regulations, the committee meets four times in an academic year. Before a meeting takes place, concerned representatives collect suggestions and feedback from those whom they represent. Their suggestions and feedback are instrumental in decisions relating to new courses, audits, the scheduling of events to be conducted during the academic year etc. This ensures that the schedule suits all the stakeholders and does not disturb academic and examination timetable.

2. Faculty members have been made charge of various activities conducted under RUSA and UDISHA, as well as other activities, which leads to decentralization of power.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development

Curriculum Development- updated curriculum is duly implemented as per University regulations. College teachers are members of Board of Studies (BOS), and make valuable suggestions based on various stakeholders of the college. Placement Cell gathers valuable feedback from companies participating in campus recruitment.

Teaching and Learning

Teaching and Learning - ICT resources like Digital Learning Module, Use of multimedia (Video), case study method. Teachers use various platforms such as YouTube, Microsoft Teams, Socratic, etc. T

Examination and Evaluation

Examination and Evaluation- updated instruction sent by the concerned university are duly followed, Examination related information such as schedule for filling forms, exam timetable, results etc. is displayed on the notice board and communicated to the teachers.

Research and Development

Research and Development- Faculty participation in seminars, FDP, etc. faculty research publication undertaken by faculty.

Library, ICT and Physical Infrastructure / Instrumentation

Library, ICT and Physical Infrastructure / Instrumentation-smart classes with Digital learning Module, Television.

Admission of Students

Admission of Students- Admission process is very transparent. Onlineadmission 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.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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.

Board of Management:

The Board of Management is the principal executive body of the Principal and Commissioner of education Gandhinagar.

Finance Committee:

The finance committee is entrusted with protecting and renewing the institution's resources and assisting the board fulfilling its financial responsibilities.

Board of Studies:

The Board of Studies (BoS) is the basic constituent of the academic system of an Institute. Its functions will include framing the content of various programmes / courses, reviewing and updating the content from time to time, introducing new programmes / courses of study etc.

Student Affairs: Responsible for extra-curricular activities, discipline, monitoring attendance, grievance redressal in consultation with the Principle, Heads of the departments and convenors of various cells.

Student Support Services: Assist students' by facilitating and engaging them for enhanced learning that support in achieving the potential in educational and overall development.

Counselling Cell: The cell encourages the students to understand themselves and the issues that trouble them and guides them to resolve their problems. In the changing scenario, counselling cell plays a vital role in an educational institution. Education stands for an overall development of a student.

Alumni Committee, ST/SC/OBC Cell, Alumni Committee, Gym, Website Committee, Library Committee is working effectively.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**View File**

6.3 - Faculty Empowerment Strategies

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

Government Arts & Commerce College is running under the roof of Government of Gujarat. College do not have any welfare measures for teaching and Non-Teaching Staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Upload any additional information	No File

	Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**View File**

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

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

0

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	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**View File**

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

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

6

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	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	**View File**

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

Government Arts & Commerce College is running under the roof of Government of Gujarat. College does not have own Performance

Appraisal System for teaching and non-teaching staff. We have to send CR Report to Higher Education Office, Gandhinagar. On record of CR and API, Teachers and Non Teaching Staff get Increment and Promotion periodically.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Institution conducts internal and external financial audits regularly 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 on annual basis. External audit is done by the Government of Gujarat. The complete transparency is maintained ininternal and external audit. Authorized staff of the institute deal with the bank account.

All the parameters related to audits are well maintained by the institute.At the end of every financial year, annual financial statements are prepared and presented for audit. The auditors review the financial statements, documents, vouchers and bills. They check statutory payments TDS, Professional Tax, PF, etc. The auditors also check Fees Receipts, disbursement of Scholarship received from Government.

The auditors verify all financial transactions and submit a detailed report of observations. Based on the observations given, the accountant of the college modifies the statements of accounts as required. Any queries, in the process of audit would be attended immediately along with the supporting documents within time limit. The institution did not come across with any major audit objection during the preceding years.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**View File**

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

Sources of funds are as follows:

1. Fees: Fees charged as per the university and government norms.

2. Salary Grant: The College receives salary grant from the State Government. For this, we prepare and send an annual budget of the estimated salary grant required to the state government. This grant includes salaries of the Full Time Permanent teachers and non-teaching staff as well as Contractual and visiting teachers working on granted posts.

3. Regular internal audits from the Charted Accountant and external audits from the government make sure that the mobilization of the resources is being done properly .

4. The time-table committee looks after the proper utilization of classrooms and laboratories.

5. The Library Advisory Committee takes care that the resources in library are utilized optimally.

6. Campus cleanness and its utilization is monitored by the Campus Cleanliness and Beautification Committee.

7. To ensure the optimum utilization of resources, the Principal always keen to look after the matter of funds.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Government Arts & Commerce College Kachhal Ta-Mahuva, Dist- Surat Academic Year: 2020-21 Annual Report Presented by: Dr. Gunjan Shah IQAC Coordinator Government Arts & Commerce College Kachhal Table of Contents Sr. No. Initiatives/Activities Date 1 Office Order 26-03-2019 2 Meeting : Proposal to organize "National Level Quiz Competition on Covid-19 Pandemic" 20-04-2020 3 Meeting : Proposal to organize "State level Student Development Program" 15-05-2020 4 Meeting : Proposal on "Online Orientation Program for First Year Students" 20-06-2020 5 Meeting : Proposal for "Awareness program of SSIP" 15-07-2020 6 Meeting-1 : Regarding Organizing Webinar department wise 17-08-2020 7 Student Intimation : "Video Making Competition for Awareness of Covid-19 Pandemic" 16-05-2020 8 Meeting-2: Regarding "ADVISORY FOR EXAMINERS REGARDING COVID 19" for final year Students. 07-09-2020 9 Notice-1 : Regarding Organizing Webinar department wise 10-09-2020 10 Meeting -3: Suggestions for Development of Digital Library 07-10-2020 11 Meeting-5 : Regarding "International Webinar : Commerce Department" 01-09-2020 12 Student Intimation : Campus Placement at "Alkaben V. Pareekh" Stamp Vendor, Mahuva 13-09-2020 13 Meeting-6 : Proposal on "Inter college Elocution Competition" 25-09-2020 14 Meeting-7 : Proposal on "Competitive Examination Guidance for Students virtually" 01-01-2021 15 Student Intimation : Campus Placement at "Sonali Photos", Bardoli 11-01-2021

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

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

Peer observation amongst faculty is done on periodic basis to observe the teaching learning process, and to review whether the lectures contribute to meeting the learning outcomes as delineated by the governing bodies. Regular meetings are held to review any suggestions, issues, improvements and reasons for stagnated growth. Students are consulted on whether they feel outcomes have been achieved

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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	C. Any 2 of the above

initiatives with other institution(s) Participation in NIRF any other quality audit recognized by 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	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. Talk on Meaning, Scope and Importance of Consent - students were taught the meaning of consent, and when and why it is necessary - examples were given to emphasize how lack of consent is an accepted way of life in Indian community and they can identify it in their own lives - the scope of what constitutes or does not constitute consent was explained, and ways to seek and expect consent were discussed

2. Talk on Gender Equality at home - meaning of gender equality, how gender inequality is a way of life in our world, unlearning the notion of gendered responsibilities with an emphasis on change in personal and community lives.

File Description	Documents
Annual gender sensitization action plan	1. Sensitize students about the need for women's safety
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	Common Room for Girls, Sanitary Pad Incinerators, Counselling on need basis

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	D. Any 1 of the above

conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	**View File**
Any other relevant information	**No File Uploaded**

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

Solid Waste Management: Solid waste is segregated into dry and wet waste through separate trash cans, and disposed of separately. Students and faculty are sufficiently educated on the systems for waste management, and are exhorted to use them in their personal lives and community also Solid waste is collected from collegeeach morning by housekeeping staff in separate containers and assembled at the waste yard marked as Garbage Collection Pit at extreme end of the campus. Here the dry waste including paper/plastics etc. is segregated and sent in vans to recyclable joints and/or PMC collection centres. Separate garbage collection bins are kept for dry/ recyclable waste in laboratories, library, classrooms etc. The wet waste is recycled along with Cafeteria waste for soil manure/fertilizers after processing the same in a pit created for such purpose. Plastic ban: Notices are displayed in campus to refrain from use of plastics. In addition security is alerted to stop plastics entry on campus in any form. Paper bags are encouraged for use by students and staff members.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	**No File Uploaded**

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**

Any other relevant information	No File Uploaded

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	C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	**View File**
Any other relevant documents	No File Uploaded

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	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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)	B. Any 3 of the above

accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	**View File**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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).

The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy, and set communal harmony. Institute has conducted lectures in the villages for increasing their environmental and ethical awareness. Institute has also tested the quality of drinking water available in these villages. The extension activities are targeted towards enabling a holistic environment for student development. College has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation. The Collegecelebrates cultural and regional festivals like Youth Festival, Constitution Day, etc. to teach tolerance and harmony to the students. The Gender Equality Policy focuses on equal access, opportunities, and rights for women and men. Policy for the Differently abled ensures that every single member of the department is aware of the care to be shown to the differentlyabled people. By providing a barrier-free environment, needed facilities, and human and technological assistance, the department takes continuous efforts to make the differently-abled feel included in every part of the activity of the college.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

(1) Student exchange programme under the aegis of "Ek Bharat, Shresth Bharat", with students from Jharkhand was planned; not executed due to Covid-19 - an introductory program had been inititated/conducted to present the concept to the students and faculty alike, and to oultine a strategy to make this programme successful. Talks were held with concerned partner institutions in Jharkhand, however, the Covid situation brought it to a halt

(2) Voting Awareness Day: Essay-writing competition - An essay writing competition was held to spread awareness among students regarding their duties and responsibilities as a voter, and to encourage them to vote responsibly. The idea was to inculcate a sense of citizenship and logic instead of not voting or voting under influence

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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	**E. None of the above**

File Description	Documents
Code of ethics policy document	**No File Uploaded**
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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

1. **Tree Plantation Day**: On 29/08/2020, the college celebrated Tree Plantation day at Taluka level in Mahuva taluka in the presence of the sarpanch of Kachhal village, local MLA and college staff.

2. A Yuvak Sahkari Shikshan Varg Taalim (Training Youths for Cooperative Movements) was held at Kachhal college in association with Surat District Cooperative Society between Feb. 8 – 13, 2021 in which 70 girls and 20 boys participated

3. International Women's Day was celebrated on March 8, 2021 at Taluka level, in association with Women's and Children's Office, as well as District Panchayat Education Society where they were given awareness on the history and background of Women's Day, and information on schemes for women upliftment, protection against dowry, health awareness, etc.

4. International Yoga Day was celebrated on June 21, 2021 by students and staff by practicing Yoga

5. Republic Day was celebrated on January 26, 2021

6. Independence Day was celebrated on August 15, 2020

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

1. **Student Well-being Initiatives**: Yoga workshops - Yoga workshops have been held to encourage inexpensive ways to health and wellness. Growing concerns regarding poor physical and mental health, and a sedentary lifestyle amongst the youth causes us to reconnect students to the traditional Indian way of Yoga for better mental and physical health, focus and clarity, and promoting thoughtfulness and calmness

2. Tree Plantation beyond Campus - while tree plantation is always taken care of in the campus, it is also necessary to give back to the community too - hence, trees were planted in residential community areas with the support of local community leaders - and further create awareness for the need for a larger green cover to battle climate change

File Description	Documents
Best practices in the Institutional web site	**View File**
Any other relevant information	**No File Uploaded**

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

An area of distinctiveness is the thrust on the development of tribal communities in the surrounding areas, especially girl students. To ensure that girl students do not drop out for trivial social reasons, we have created, expanded and encouraged girl students to take advantage of women-centric infrastructure, such as using their furnished girls room when required, using the sanitary napkin incnerator, availability of counselling services by female faculty, and access to sexual harassment cell members in case of any grievances. Girls are specifically encouraged to become educated and self-sufficient through avenues beyond vocational employment and become more aware of social issues affecting their quality of life and health. Girls are also being encouraged to learn English, and apply for and hold jobs that require them to engage actively with clients, to get them exposure, financial independence, improve their grooming and communication skills and contribute to the economic development of their family and community.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1. To implement more best practices
2. To provide girl students more exposure to awareness programmes, opportunities and schemes to enable them to live a better life.
3. To Sensitize students about Start-up activity.
4. To encourage students for placements and prepare them for interviews
5. To improve students' English skills through SCOPE activities