



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

GUJARAT ARTS AND COMMERCE COLLEGE (EVENING)

**GUJARAT ARTS AND COMMERCE COLLEGE (EVENING), ELLISBRIDGE,
AHMEDABAD - 380006, GUJARAT**

380006

www.gacc.org.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Gujarat Arts & Commerce College (Evening), Ahmedabad is a Government educational institution affiliated to Gujarat University Ahmedabad. Gujarat College is situated in Ellis Bridge, the heart of the city of Ahmedabad. Gujarat Arts & Commerce College (Evening) is our heritage bequeathed to us by our freedom fighters and our martyred Veer Vinod Kinariwala. Gujarat College, the first established college of the state, bifurcated its commerce section as Gujarat Arts & Commerce College (Evening). Since then the institute has evolved as a unique center by providing equal opportunities for growth and development to students coming from lower and middle class of society. The institute continuously strives to handover baton of values and ethics to the future citizens of the nation and emboldens them to face the vagaries of future. The college is recognized under 2f and 12 B of the UGC Act. Both in Arts and Commerce stream, students are studying in large number. The faculty members are selected through Gujarat Public Service Commission and appointed by Education Department of Government of Gujarat. We have extended the horizons of academic ambience and facilities that house computer lab, Wi-Fi campus, classrooms among many others. The pedagogic approaches and styles help the institute to amend the traditional academics within permissible limit. The multi-level feedbacks point out functional lacuna and help to make corrections in institutional unique initiatives. The rainbow of activities including NSS, NCC, Sports, Udisha, Finishing school, our magazine 'Samvak', 'Earn While you learn' etc. ensure holistic development of students.

IQAC stands in good stead for the institutional validation from Government agencies like AAA and NAAC. The involvement, dedication orientation, commitment and collaboration of teaching and non-teaching staff, has emerged as rare distribution of the institute.

Presently this college has 2282 students for B.Com and 790 students for B.A. on its roll at Under Graduate. In Arts faculty, the College offers Sanskrit, English, Gujarati, Hindi, Sociology, History, and Economics as a main subjects and Psychology as a subsidiary subject. In Commerce Faculty, the college offers Accountancy as a main subject and Statistics as a subsidiary subject.

Vision

To strive for excellence by providing value-based quality education through cultivation of skills for the enhancement of dignity and growth of the society and the nation.

Mission

The college makes incessant efforts to become dynamic center for life-long learning. The college pursues the following missions to accomplish its vision.

- To make the students aware and obedient of constitutional values like democracy, secularism, equality, preserving our heritage and to make them execute the duties of a true citizen sincerely.

- To create efforts for comprehensive character building of the students maintaining the values of fairness, tolerance and discipline.
- To stimulate vocational skills by providing value and skill based teaching through the use of ICT for better employability and competence at national and international levels.
- To inculcate entrepreneurial skills and soft skills.
- To provide conducive environment for research as well as community and extension services to the faculties and students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Highly qualified & committed faculty members.
2. Located in the heart of city.
3. Extensive curricular, co-curricular and extracurricular activities.
4. Continuous evaluation is done as a part of internal examination.
5. Healthy co-ordination between higher authority and staff.
6. Prominent and leading scholars are invited to share their knowledge, experiences with our students and faculty.
7. Our college is facilitated with CCTV cameras and Wi-Fi network
8. Provision for career counselling and value based education.
9. Library is equipped with SOUL software.
10. First and the only Evening College in Ahmedabad City for out of the main stream students.
11. Our sports persons (teachers and students) have shown their talent at University.
12. We have 2282 Students in B.Com and 790 Students in B.A.
13. Transparent Mechanism for handling grievances of students pertaining to continuous internal evaluation, attendance or any other.
14. Promotion of planning, executing management, leadership qualities in students through Seminars, Lecture Series, Cultural programmes, Programmes under Students Representative Council, Talent shows, Elocutions, Group discussions, Quizzes and such other programmes.

Institutional Weakness

1. Students come from socio-economically backward section of society. So, they have some limitations to join research related work and add-on courses.
2. Inadequate English language communication skills of students.
3. There is no hostel for the students in the college premises.
4. Inadequate collaborations with state or national level institution.
5. For infrastructural maintenance and expansion we are dependent on PWD.
6. Lack of public recognition and acceptance to courses like streams of Arts.
7. The institution has as yet not striven for teachers- students exchange programme with foreign universities.
8. Have not been able to make the Alumni Association very vibrant.
9. Acute shortage of permanent teaching and non-teaching staff.
10. Teacher student ratio frequently varying due to transfers.
11. Minor/ Major research projects per teacher are less.

Institutional Opportunity

1. Creating a platform for self-employment by promoting various job related add - on courses.
2. To start PG programme in Arts faculty and Commerce faculty.
3. To provide opportunities for the students and staff members to participate in various developmental programs, seminars, workshops organized at District, State and National level by various Institutions and Universities.
4. To set up more smart classrooms.
5. Further expansion of infrastructure.
6. Under CPE status, the college can offer many add-on courses. So, in future there would be enough scope for job opportunities if students willingly join these courses.
7. MOUs and strategic alliances with reputed universities and institutions for Students exchange programme.
8. Introduction of online courses.
9. To strengthen the academic departments for providing consultancy services.
10. To strengthen the network with neighborhood industry and community.
11. To empower our girls to take their rightful place in the world.
12. Addition of more classrooms/study centers/theatre for performing as sufficient space is available for the same.
13. Responsible dedicated efforts towards paperless office.
14. Replacing Conventional Energy with Solar Energy.
15. Making informal coaching of NET, SET, JRF formal.

Institutional Challenge

1. Reduction of the students in Arts stream as more number of students prefers professional courses.
2. To develop ICT skills among students.
3. Collaboration with other institutes is needed for upliftment of the educational standards.
4. Organize more faculty training programs to empower and enable the use of various innovative tools and technology for improvement in teaching and learning.
5. To start the skill based and Professional Courses.
6. To mould the first generation learners to face the global challenge.
7. To prepare students for highly competitive exam because of lack of Basic English knowledge.
8. Most of the students are engaged in part time job.
9. Expansion of existing physical facilities.
10. To raise sufficient funds for Library up-gradation.
11. Poor schooling of the students and lack of basic knowledge about the subjects especially in the students of rural Institutions create problem in progress of the curriculum.
12. Placement cell activities.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Gujarat Arts and Commerce College (Evening) was established in 1992(ARTS)/ 1997(COMMERCE) by

Government of Gujarat and affiliated to Gujarat University. The college is working for upliftment, emancipation and education of students. Since its inception, the college has pioneered the discipline of Arts and Commerce. The professors of our college are active members of board of studies in many universities. The college follows the curriculum, academic calendar designed by Gujarat University. The college imparts higher education to all sections of the society surrounding area irrespective of the caste, creed, and gender. The college constantly tries to develop the multidimensional personality of the students through various extra circular activities such as NSS, N.C.C. C.W.D.C., Sports and cultural programme under Saptadhara. The college has tried to provide relevant courses having well defined objectives and learning outcomes which can develop human values. The faculties of college have a passion towards their profession.

Teaching-learning and Evaluation

The college has two programs- B.COM. and B.A. Our institution updates all information on website as our born digital students can aware themselves regarding the college activities regularly..

The programme and syllabus are designed in a manner from the university that faculties are made flexible to add on in the curriculum. The students are also participative and ready for new approach in the learning process.

The faculties use the modern teaching methods, aids and techniques to supplement the traditional teaching method to make the teaching learning process more effective and to achieve learning outcome.

The institution maintains academic record. Through assessment students have gradually enhanced their learning process through various innovative ideas. Faculties are second parent to students and they see to it that their children understand things in a more cognitive manner. The core of academics is the participation for learning from students and thus the faculties of our college have come up with different methodologies to activate participation among students. Our institution focuses on the practical concepts and cases where the students actually learn from the environment.

Students do come up with creative ideas and interests which really helps them in their academic results. Faculties of the institution just not merely do internal evaluation of the students but focuses too much to that extent of clearing their doubts as well. The norms and regulations of the university are executed in the curriculum, but a better enhanced way of learning in the studies does have proved best results at the university level.

The outcomes of learning in the institution are just not meant for academics and getting results in university but to be a better person in the society with morals and ethical values. All the students get equal opportunities without any bias.

There have been too many advantages in the academic learning but limitations are there as well and to mention that “Drop-out Ratio” is one of the robust which is to be focused in the coming years. Therefore as in general the criteria generalizes the academic facts and notion for future upgradation in academic learning process.

Research, Innovations and Extension

The college has been conducting International, National level, State level and regional level seminars for the

benefit and promotion of research atmosphere encouraging faculties to involve in article presentations/publications and establishing collaboration for research activity. The institution offers only non-technical courses for undergraduate students, and therefore it has not created any ecosystem for innovations. Language departments have conducted two workshops on “creative writing and translation” in last five years. Many teachers have published text books, research articles and theses. More than 50 papers have been published by the faculties of the college in peer reviewed journals during the last five years. Some of teachers have received state, national international recognition awards for their research works.

More than 20 books are published in last five years with ISBN number. Departments did organize field trip visits. Three faculties have completed their Ph.D. degree in last five years. At present six faculties are giving services as a Ph. D. Guide in various universities. The college has not done any MoU with institution of national or international level in last five years but in the current year with the help of Govt. efforts (KCG) college has done career oriented programmes and Skill based programmes under RUSA and Finishing School.

Student volunteers of NCC and NSS wings of the college carry out extension activities. Every year N.S.S organized 7 days residential camp in nearby village, in which various awareness programmes like Beti Bachao, Cleanliness Programme, Literacy Awareness Programme, eradication of social evils, equality of all irrespective of class, caste and gender, and Health Awareness programmes are organized. The institute has made persistent efforts for awareness about conservation of environment among the students. The college sensitizes students for social issues and their holistic development. In this regard more than 50 extension and outreach programmes have been organized in the last five years.

Therefore this criterion is outreach from faculties’ point of view. Together, the growth in the social infrastructure within the institution has helped us in all round development.

Infrastructure and Learning Resources

The institution has a clear cut policy for improving the infrastructural facilities which would facilitate teaching learning process. The college has about 2170 sq.ft. built up area, in 5 structures, spread over more than 22 acres of land. These structures house 23 class rooms, with proper lighting, seating and ventilation, 11 technology enabled class rooms, a state of the seminar hall with a seating capacity of 500, equipped with modern audio and visual instruments, two conference halls, administrative and staff rooms, admission and examination cells, fully automated library with more than 5000 books and journals and browsing centre with 42 Wi-Fi connected computers, one boys hostel with a capacity of more than 30 boarders, Gymnasium, canteen and washrooms as well. The college does provide safe drinking water facility through installation of RO at various places in the campus. The college has a botanical garden and many lush green lawns to beautify its campus, besides a playground spread over 10 acres of land for outdoor games and athletics. Within the IT infrastructure, the college is equipped with more than 42 Computers, of which all is internet connected, and 15 computers have been purchased for computer lab.

Student Support and Progression

For the development of students, institution designs various activities in advance and carries out through Student Representative Committee and other institutional committees. Many students avail financial support through one or other types of scholarships.

The college organizes different types of workshops like art, craft, cooking and beautification along with vocational guidance to boost confidence, bringing out talent, potential and ensuring overall personality development of students.

We organize different sports events in the form of competition by feedback mechanism. We make changes in centre for women development cell (C.W.D.C.), grievance redressal cell, Anti Raging committee, Anti Sexual Harassment Cell and Minority Cell as and when required. Till today no such problem has aroused in the institution.

Efforts are made for capability enhancement through Remedial Coaching, Bridge Courses, Soft Skill development, yoga and meditation. Through career counselling, students are encouraged in finishing school project for better future career prospects. Faculty members guide students who want to go in teaching profession by clearing NET and SET examinations. Many of our students of final year do plan for higher studies as well.

Our placement cell UDISHA conducts training and job fair throughout the year for passing out and alumni of the institute. Our past students (Alumni) do help out to current batch of students for their welfare. We are proud of them.

Governance, Leadership and Management

The college is a government institution hence its management and organization is decided by the Education Department, Government of Gujarat. The principal is appointee of the State Government as are the other staff members as well. The principal is the local head of the institution that sets internal policies and programs of the college with the association of Heads of various departments, coordinators of different committees, librarian, and senior members of non-teaching staff. The budget allocation to the college is made by the Gujarat Government which is disbursed by the principal to different departments/committees for purchasing books, equipments and other necessary expenditure. The financial management is assisted by the accountant deputed for this purpose through Finance Department of the Government of Gujarat.

The college has well defined policies with clear goals for improving academic quality and infrastructure. The college interacts with students through a feedback mechanism, besides giving participation to students as members in Student representative committee. The organizational changes for internal matters is effected by the head of the institution, however changes at higher level of the organizational chain of command are carried out by the Higher Education Department of the Gujarat Government.

The college has a well-established IQAC which is instrumental as a part of all developmental decisions of the college including infrastructural and academic development. The IQAC frames a schedule of meetings at the beginning of the session with different departments to assess their progress on semester basis. In the scheduled

meetings the departments are accessed for their academic progress, assignments and students seminars, etc. Thus, the college has a well-planned management system and governance to all.

Institutional Values and Best Practices

Gujarat Arts and Commerce College (evening) is committed to sustainable development and addresses most of the SDGs in small and large endeavours. Several activities are conducted for the promotion of national values and communal harmony.

Institutional goal of achieving excellence is manifested through campus cleaning, tree plantation and plastic free zone. Misuse of energy is checked and electrical and electronic equipment are shut off when not in use.

The college also provides facilities for the works extensively to engage with the local community through each of its departments. Environmental consciousness has been an integrated component of the college activities.

The college adopts the policy of Reduce, Recycle and Reuse, and natural landscape predominates the campus. Necessary steps are taken for waste management and keeping the campus clean, green and plastic free.

Further, the college maintains transparency in its financial, academic, administrative and auxiliary functions. The college is working very extensively for its extension, research and teaching in the various area and preparing teacher cadre. The college plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations.

The faculties and the students of the college have responsibly engaged with people and communities, fulfilling its role in making knowledge and information accessible to people.

The college has focused on the core values of higher education as formulated by NAAC and it has been functioning to produce skill based, value oriented and employable students and thus contribute to the socio-economic development of the Nation.

The college celebrates national festivals and birth / death anniversaries of the great Indian personalities by preparing activity budget, academic and administrative calendar, and by constituting various committees college maintains complete transparency in its financial, academic, administrative and auxiliary functions.

Under the aegis of NSS we have constructed done tremendous work under the theme *Swachha Bharat Abhiyan* in chhala - kanpur, our adopted village.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GUJARAT ARTS AND COMMERCE COLLEGE (EVENING)
Address	GUJARAT ARTS AND COMMERCE COLLEGE (EVENING), ELLISBRIDGE, AHMEDABAD - 380006, GUJARAT
City	AHMEDABAD
State	Gujarat
Pin	380006
Website	www.gacc.org.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Mahesh B. Bhatt	079-26447295	9825722365	079-	info@gacc.org.in
IQAC / CIQA coordinator	Bhavesh A. Lakhani	-	9825398002	-	profblakhani@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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Date of establishment of the college	01-01-1992			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name		Document	
Gujarat	Gujarat University		View Document	
Details of UGC recognition				
Under Section	Date		View Document	
2f of UGC	25-12-2005		View Document	
12B of UGC	25-12-2005		View Document	
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	GUJARAT ARTS AND COMMERCE COLLEGE (EVENING), ELLISBRIDGE, AHMEDABAD - 380006, GUJARAT	Urban	33	5046.52

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Sanskrit	36	HSC	Gujarati	110	28
UG	BA,Ba English	36	HSC	Gujarati	110	70
UG	BA,Ba Gujarati	36	HSC	Gujarati	110	58
UG	BA,Ba Hindi	36	HSC	Gujarati	110	43
UG	BA,Ba History	36	HSC	Gujarati	110	73
UG	BA,Ba Economics	36	HSC	Gujarati	100	75
UG	BA,Ba Sociology	36	HSC	Gujarati	100	87
UG	BCom,Bcom Advanced Accountancy And Auditing	36	HSC	English,Gujarati	900	900

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				48			
Recruited	0	0	0	0	0	0	0	0	13	5	0	18
Yet to Recruit	0				0				30			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				15
Recruited	5	3	0	8
Yet to Recruit				7
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	9	3	0	12
M.Phil.	0	0	0	0	0	0	1	2	0	3
PG	0	0	0	0	0	0	3	0	0	3
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	3	0	4
M.Phil.	0	0	0	0	0	0	1	2	0	3
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		3	5	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	2285	0	0	0	2285
	Female	787	0	0	0	787
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	222	253	233	184
	Female	53	67	54	45
	Others	0	0	0	0
ST	Male	26	32	23	62
	Female	11	13	6	17
	Others	0	0	0	0
OBC	Male	266	283	248	285
	Female	42	43	50	75
	Others	0	0	0	0
General	Male	1436	1617	1605	1580
	Female	445	533	550	601
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2501	2841	2769	2849

Extended Profile

1 Program

1.1

Number of courses offered by the institution across all programs during the last five years

Response: 2

File Description	Document
Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

2 Students

2.1

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2849	2769	2841	2501	1960

File Description	Document
Institutional Data in Prescribed Format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
669	614	691	620	581

File Description	Document
Institutional Data in Prescribed Format	View Document

2.3**Number of outgoing / final year students year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
295	156	70	36	98
File Description		Document		
Institutional Data in Prescribed Format		View Document		

3 Teachers**3.1****Number of full time teachers year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
20	20	19	19	13
File Description		Document		
Institutional Data in Prescribed Format		View Document		

3.2**Number of sanctioned posts year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
42	48	48	48	48
File Description		Document		
Institutional Data in Prescribed Format		View Document		

4 Institution**4.1****Total number of classrooms and seminar halls****Response: 26****4.2****Number of computers**

Response: 52

4.3

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
24.72	21.60	10.58	11.25	9.50

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The college follows the curriculum designed by Gujarat University, Ahmedabad. Students are provided with CBCS having access to excellent curricular opportunities. At the beginning of every academic year the college follows academic calendar prepared by Gujarat University. The time table committee of college set the time table schedule of each subject for teaching which includes lecture hours. The head of every department distribute the syllabus among the faculty members of the department. The faculty members are guided by their head of department to complete the syllabus within stipulated time. Periodical meetings are conducted by the heads of departments for proper follow up and implementation of timetable and the same is reported to the Principal. Faculty members meet the board of studies, head of department of university for guidance and getting solutions of the queries related to syllabus. At the end of every semester examination is also taken and the result of college examination displayed on the notice board as well as on website. The college receives regular circulars, letters and e-mails from the University regarding the changes in the curriculum. The Principal updates professors about the changes. Thus the faculty members receive all kinds of support from the University and college to understand the curriculum properly.

File Description

Document

Any additional information

[View Document](#)

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Details of the certificate/Diploma programs

[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/

Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years**Response:** 32.97

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	4	1	0

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility**1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years****Response:** 0

1.2.1.1 How many new courses are introduced within the last five years

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented**Response:** 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 2

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

The college imparts higher education to all sections of the society surrounding area irrespective of the caste, creed, and gender. The college provides proper chance to the students from weaker and economically backward class. The college has tried to provide relevant courses which can develop skills and practical knowledge. The faculties of this college impart necessary value based education to the students to inculcate moral values among them. Through classroom teaching and interaction with them the faculties provide practical knowledge to students. The college constantly tries to develop the multidimensional personality of the students through various extra circular activities such as NSS, Sports and cultural programme under saptadhara. The college undertakes many extension activities and decides the teaching and learning process. The college fulfils its social obligation by conducting some community oriented programmes.

- Gender: We have established CWDC in our college. Various educational and motivational programs for women are arranged by CWDC. One day workshop was organized on modern food cooking.
- Environment and sustainability: We have established "Van-Vihar" club in our college. Various environment awareness programs are arranged by "Van vihar" club.
- Human values: The college has tried to provide relevant courses having well defined objectives and learning outcomes which can develop human values. In Sanskrit syllabus we teach *Ramayana*, *Bhagavad Gita* and *Neetishatak* etc. In Gujarati the poems of Narsinh Mehta, like *Vaishnavajan to ...*and other poems like this are taught. In Hindi, poems of Munshi Premchand and many other eminent poets are taught. In English the plays of Shakespeare and theory of Indian drama like

Natyashastra are also taught. Adult education with human behavior is provided in the Psychology subject. In History subject, we make our students learn our incredible culture and ancient heritage. Commerce and Accountancy are learned not only in syllabus but also in day to day life. A fruitful wealth is an outcome of proper credit, debit and balance. Newly introduced GST is also learned by them. Along with each topic we cannot deny the learning of human values.

- Professional Ethics: Core moral and ethical values are inculcated among the students with the help of classroom teaching along with curricular activities.

Placement cell grooms the students to face the challenges ahead. The

Placement cell develops communication skills of the students.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 0

1.3.3.1 Number of students undertaking field projects or internships

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and

5)Parents for design and review of syllabus-Semester wise/ year-wise

Response: B.Any 3 of the above

File Description	Document
Any additional information	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

Response: D. Feedback collected

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 73.92

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1361	1073	1147	1392	1125

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1650	1650	1650	1650	1650

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
668	614	691	620	581

File Description**Document**

Institutional data in prescribed format

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**Response:**

- Assessment of learning level of student is a continuous process. Each faculty of this institute tries hard to assess the students.
- After the admission process, the institution collects data on the academic performance of the students which is based on internal tests, assignments and seminars held within the classes. This data is used for improving the academic performance of the underprivileged sections of society, physically challenged (divyanj), slow learners, and financially weaker sections to minimize their dropout rate by taking following actions:

Disadvantaged sections of society:

- There is an endowment of scholarships offered by Government of Gujarat and Government of India for various categories of students.
- Candidates with lower percentage of marks in the Exam are given admissions on the basis of availability of seats.

Advanced Learners:

- The college identifies the advanced learners through the test and their class room performance in their related subject and co-curricular and extracurricular activities. According to their requirements, faculty provides books, references, personal guidance and counselling, as well as Internet based resources for them.
- Advanced learners are groomed by the faculty to write academic papers, articles, etc. These articles and papers are presented in college Seminars as well. Advanced learners take initiative to join professional programs such as proof reading workshop etc.

Slow learners:

- According to the requirement of students, faculty provides reference books besides text books, personal guidance and counselling. They are also guided to use web based resources.
- For slow learners the units of the courses are re- explained in extra lectures, remedial coaching and by giving additional home assignments. Such learners are asked to repeat the exercises of same type.
- While teaching in the classroom, teacher uses English as well as vernacular language so that students can understand the essence of their lectures.
- The effective functioning of the Tutorial system ensures guidance and monitoring the individual progress of the students. Students are provided learning materials to perform well in the examinations. The faculties often motivate and encourage the slow learners to get rid off from psychological, economical, health, communication problems etc. The faculties do follow certain strategies to improve the level of slow learners by giving homework, more of written and oral class test and thus praising every little effort of them.
- Students are given opportunity to discuss the topic within the class with relevant practical examples and illustrations to justify the teaching to students and promote them to take interest for detailed study of the subject. The case study helps student to be more objective and very much defined and produce an idea for the same.
- Weekly tests are conducted in classroom for all types of learners. College conducts pre-semester examination following university exam pattern. So that teacher can minutely observe the students and find out weak as well as smart learners. And students can assess their own performance and preparation level. The college library has reference books which help all students to clear their concepts.

2.2.2 Student - Full time teacher ratio

Response: 1282:9

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.11

2.2.3.1 Number of differently abled students on rolls

Response: 3

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response:

The entire teaching and learning process of the college is student centric. The college has planned its every single activity by keeping students at the center.

The college has been arranging educational tour and industrial visit to give practical knowledge and firsthand experience of industrial working. For example students of literature did visit Indology museum of ancient manuscripts, Sahitya Parishad etc. and students of commerce did visit industry like Amul dairy so that students can get practical notion and knowledge. The college arranges workshop and job fair also for developing their personal attitude, grooming and also, the college sends interested students for interview to have hands on practical knowledge.

Participation:

The college has designed its program for obtaining participation of active students. Many responsibilities have been allocated to the students through SRC committee to improve their event management skills.

Many classroom activities like Seminars, Group Discussions are also held to extend participative skills of students. The college also arranges competition like poster – presentation, drawing, elocution, essay writing, quiz, creative-writing and translation workshop on a specific social or commercial subject like environmental issues, demonetization, child abuse, girls' hygiene, etc. These concepts do support to generate experiential as well as participative skills among students.

Problem – solving Methodology:

Educational tours, Industrial visits, classroom workshops and seminars are part and parcel of enrichment programme.

By involving students in the classroom interaction method during lecture learning is become more student-centric. Discussion, critical analysis and descriptive method is the best communicative way to understand the level of students. After completing the syllabus, the faculties conduct a general discussion among the students to clarify their doubts. Revision lectures are also conducted for slow learners.

Use of ICT like Power Point Presentation, Audio-Visuals, projectors and providing material from websources and BISAG are used by teachers to make the subject more interesting.

Faculties guide the students to prepare assignments in different subjects using various references.

Expert lectures are arranged for students to get more knowledge of their fields.

The faculties encourage the students to use library to enrich their knowledge.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 20

File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 767:7

2.3.3.1 Number of mentors

Response: 26

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

The combination of the following methods is being used in teaching- learning activities which nurture critical thinking and promote life-long learning among the students. Various extra-curricular activities are conducted to sharpen the hidden skills of the students.

- All faculties constantly put efforts to apply innovative methods to make teaching and learning stressfree.
- All departments use CDs and online lectures with the use of Youtube relevant to syllabus. Student are guided about relevance and importance of learning through MOOC and NPTEL.
- To improve language skills of students, the Language Departments of the college arrange seminars, guest lectures and class room quiz and also show films relevant to syllabus.

- The college has facility of LCD Projector.
- The college campus covers free Wi-Fi zone for students as well as for the staff.
- Besides use of ICT for teaching-learning, different committees organize various competitions at college level and encourage students to participate in inter-college and university level competitions.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 39.11

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 51.07

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	12	8	8	6

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 0.9

2.4.3.1 Total experience of full-time teachers

Response: 18

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years**Response: 2.14**

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level**Response:**

The idea of continuous evaluation has been introduced in the year 2011 when the university has introduced Choice Based Credit System (CBCS) for various UG programs. Internal and continuous assessment is done as per guidelines issued by the university.

The methods of continuous assessment include the following:

Internal evaluation is done as per Gujarat University Guidelines. The college takes Assignment, Class test, Presentation, Viva, Industrial visits, seminars. Etc.

The college has formed admission committee which directly informs and guides the students and parents at the time of admission.

The students are informed about the college through orientation programme in the beginning of the term through college notice board and college website too.

The teachers are inform the students about the evaluation process in their lectures and also update the student whenever any change occurred in the same process.

The college frames academic planning for internal examination according to university academic calendar to help the students to prepare for examination in advance.

University result and performance of the students are analysed subject wise by the faculties which provide better knowledge about the planning for better result in the forthcoming examinations.

The institution has reformed examination system, setting of question papers and evaluation of answer books by centralizing the term end examination.

All records of examination i.e. answer sheets, mark sheets are maintained in the college. The students are encouraged and consulted for better performance in the next examinations.

Setting of question papers for the examination is conducted at institution level by confidential mechanism. The assessment of these answer books is also centralized. The college permits the staff to participate in evaluation process, various examination duties, central evaluation process etc., as it is mandatory.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The institution being affiliated to Gujarat University, we follow all the norms laid down by the university.

Evaluation reforms initiated by university

The university has introduced credit based grading system for all streams and subjects at all levels. Gujarat University has adopted the semester pattern i.e. 70 and 30 pattern 70 for theory and 30 for internals for all the courses at all levels.

The total assessment of the students is based on Internal Marks and Semester End Examination Marks and their submission of assignment and attendance too. The Attendance of students has a weight-age of 5 marks and assignment has a weight-age of 10 marks in internal assessment.

The college follows the university norms in the internal examinations. If students demand, the college

shows his/her answer books to maintain transparency.

If students have any doubts about the assessment, it is immediately made clear by the concerned faculty. Hence, they get satisfied by the evaluation process.

Examination committee formed by college is constituted to handle matters related to examinations of all students.

The college appoints a six-member committee to monitor the ISA in the College, with one faculty appointed in-charge of committee.

The ISA (Intra-Semester Assessment) for the given course is conducted by the teacher/s teaching that paper. ISA is not conducted for the practical component of a paper.

The Written ISA schedule incorporates:

Declaration of subject-wise time-table 10 days before the ISA begins two sets of question papers

Time table for students

1. Time table
2. Question paper drafting with evaluation parameters and deadline
3. Time bound evaluation

Drafting of a systematic student attendance sheet and further providing ISA mark sheets which are handed over to concerned faculty.

The college declares the dates of completing ISA component and submitting result..

The college strictly adheres to the guidelines of the University for conducting internal assessment.

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

Response:

Redressal of grievance at college level:

Complete transparency is maintained in the evaluation process. The doubts of students about evaluation are cleared by the concerned teachers. So, there are no complaints of students regarding evaluation at the college level.

The institution takes the following steps to resolve grievances transparently and fairly :

- If the student caught copying/cheating in the examinations, such case is dealt justifiably.
- Materials of cheating are confiscated and their records are maintained.
- The students are given opportunity to clarify their positions.
- During last five years, there is no complaint of students regarding internal evaluation.
- If the student is not satisfied with his/her result they can give application to the examination committee and the committee shows the answer books on request.

Redressal of grievance at University level:

In case of grievance with reference to evaluation at University level, the student has to submit reassessment and rechecking forms to the university along with the prescribed fees within the specified timelimit to the university.

After revaluation, the university communicates the result to the student.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

CIE (Continuous Internal Evaluation)

- The institute adheres to the academic calendar planned by Gujarat University.
- Every semester begins with departmental meetings with the Principal where matter related to the performance and problems of students are discussed and new plans are accordingly implemented.
- The overall performance of the students during the semester is evaluated on the basis of his/her assignment, attendance and internal test.
- Extra lectures, per term, are planned by teacher as per the requirement for completing the syllabi.
- The college plans tentative dates of internal exams according to the university academic calendar to help the students to prepare for examination in advance.
- At the same time various co-curricular and extra-curricular activities are well planned and performed.
- All the programmes including syllabus, seminar, various institutional programmes and examinations are conducted following the academic calendar.
- Use of modern teaching methods, aids and techniques are used to supplement the traditional teaching methods and to make the teaching learning process more effective to achieve learning outcomes.
- The Principal calls a meeting of all the staff before the end of the academic calendar to discuss the formation of committees and organizing of activities for the forthcoming year.

File Description	Document
Link for Additional Information	View Document

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 on website and communicated to teachers and students

Response:

The college has clearly stated the learning outcomes in its vision and mission. The learning outcomes are stated clearly to the students and the staff members in the following manner:

The college has two programs, B.COM and B.A., the details of which are communicated to students in the following ways:

Course details are uploaded on the college website for the convenience of students, parents and teachers.

The college organises an orientation program '*Praveshotsav*' at the beginning of the academic year to inform the students regarding the course details, examination pattern, co-curricular activities, clubs etc.

Students are informed about their results through the college and university website. Their performance is displayed on the college notice board also. Results of various competitions at the college and university level are also summarized on college notice board as well as in the college annual magazine.

The principal and the staff motivate the students to participate in college activities, as well as appreciate the performance and participation of the students. Awards are given to the students for their achievements at the annual function of the college.

Periodical meetings of the principal, examination committee and the staff are conducted wherein the staff members are informed about the result and performance of the students. Efforts are made through proper implementation of suggestions of faculties for better performance in the succeeding examinations.

Through NSS wing of the college, the students are made aware about their social responsibility through various activities like tree plantation, visit to cancer hospital and old age home, conduction of AIDS awareness programme, traffic awareness programme, polio programme, voting awareness programme, '*chabutaro*' etc. The students are inspired not to mug up bookish knowledge but to apply knowledge in practice for welfare of the society.

File Description	Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The college follows a clearly stated syllabus with course structure, course objectives and program objectives displayed on the institutional website for easy access to students and parents.

The institution focuses on attainment of these objectives through regular evaluation and monitoring.

The college believes that an integrated approach between academic curriculum and co-curricular/extra-curricular activities is important for the successful achievement of program and course outcomes.

The institution evaluates the students' learning and performance through a regular internal and external examination scheme, assignment submission, teacher-student interactions etc.

Workshops, seminars, guest lectures are regularly organized for the benefit of student's academic performance.

They are also encouraged to participate in student seminars and workshop conducted by other colleges for academic exposure and experience.

for holistic learning and preparing the students a responsible citizen of future, the college involves the students in various co-curricular activities. Inspirational lectures conducted by the college prove as catalyst in creating awareness among the students. Tree plantation is carried out to make them aware about environment. Health is wealth- to spread this message and about the bad consequences of addiction, the students are sent for the visit to cancer hospital. To respect parents and senior citizens is our duty, and to inculcate this, the students visit old age home. On 1st December. AIDS awareness programme is organised. Apart from these, traffic awareness programme, polio awareness programme, voting awareness programme etc., are organized.

The institution organises co-curricular and extra-curricular activities like drawing, cooking, quiz, singing, dancing, drama, elocution, debate, essay-writing, rangoli, mehndi etc. which support students to learn and improve their personality, talents and skills and help for their overall development.

The sports department of the college has also taken tireless efforts for better performance of the students in various sports events. Cricket, football, kabaddi team of the college is succeeded in various sports competition organized by the university.

2.6.3 Average pass percentage of Students

Response: 68.28

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 523

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 766

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.1

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The Institution offers only non-technical courses for undergraduate students, and therefore it has not created any ecosystem for innovations. However, all faculty members promote students to write small articles in their respective fields of study for the college magazine, which helps students to develop creativity at an early stage. Moreover, the students take part in various activities such as essay writing competition, debate competition, elocution, quiz etc. held at college and university level. The faculties do inculcate innovative ideas for students and impart the knowledge to them for future prospects.

We organized three days workshop on “Creative Writing and Translation” and it boosted up

developing writing skills, verbal communication skills, analytical skills and creative thinking. These activities aided for dissemination of creativity and transfer of knowledge.

File Description	Document
Any additional information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.56

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	14	13	12	07

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 1.65

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
08	04	09	05	04

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

N.S.S. is flagship department of our college. The outreach program of Institution is organized by N.S.S. unit.

Major activity of N.S.S. is that it organized 7 days camp in nearby village. Following N.S.S. camps are organized during the last five years.

YEAR	2017-18	2016-17	2015-16	2014-15
PLACE	Kanpur Chhala	Chhala Giyod	JUNA PIPLAJ	JUNA PIPLAJ

			GANDHINAGAR	GANDHINAGAR	
ACTIVITIES	<ul style="list-style-type: none"> • Village Cleanliness Program. • Environment Awareness Program. • “BetiBachao” Gender Awareness Program • Save Water- Save Earth. • PrabhatFeri, Sheri Natak – Night Program on Awareness. • Cultural Program. • Health Awareness Program. 				

N.S.S. college group does celebrate Days of national Importance like Independence Day, Republic Day, Gandhi Jayanti, Sardar Patel Jayanti, Hindi Day, Shaheed Veer Vinod Kinariwala Day etc. N.S.S. Unit also organizes environment awareness through Orientation programme like ‘Tree Plantation’ in College Campus every year. The unit also focuses on social infrastructure and women development and therefore facilitates Women Empowerment Program, Aids Awareness Program, Health Awareness Program and Various Awareness Rallies. ,

Every year the college organizes number of extension and outreach activities and students are motivated through participation in the above activities. Students are made aware about their social responsibilities and Civic sense as an aware citizen and youth of the nation. Through group activities and participation, the college makes incessant efforts to inculcate the spirit of universal brotherhood, co-operation, team building, community services, tolerance vis a vis academic and carrier development of the students.

File Description	Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 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 last five years

Response: 28

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
07	04	07	07	03

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 5.92

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
115	20	85	145	315

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 4

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	2	0	02	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institution has adequate facilities for teaching-learning resources as required in the curriculum and norms of regulatory bodies. There are adequate 12 lecture halls, 11 ICT based class room, Principal office, staffroom, common library which is integrated knowledge resource center with more than 5000 books and all aspects of academic studies and research material. We have exam department, N. S. S. office, N.C.C. office, 10 LED, personal computers with Internet nodes and 3 Xerox machines in our college. The campus is under CCTV surveillance as well as other security measures are properly taken care. The college pursues a policy of getting maximum resources available at its disposal. The college is run by the government of Gujarat, so for building and renovating its physical infrastructure, the college follows the guidelines of the state government. Our classrooms are well maintained with ICT. Our college provides utilities like safe drinking water, washrooms. A serene green campus sets an ambience for peaceful learning.

File Description	Document
Any additional information	View Document

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

Response:

Our college has a big ground with all adequate facilities required for sports. Every year our college organized sports day which includes an impressive march past, different sports events like volleyball, kho-kho, kabaddi, badminton, sphere – throwing, javelin - throw, running etc. For indoor games like chess, carom separate arrangements are kept as per the requirement. Apart from the equipment we have first aid box for emergency. Gymnasium facility is available in with the help of Gujarat Arts and Science College. We have a ground facility for the students. Our college has yoga center and we celebrate yoga day on 21st June with the collaboration of Yoga and cultural association of Gujarat. All students and staff members participate in this event every year.

Our college has Saptdhara (For the overall development and progress of students) committee under which in which we organize events like elocution, debate, quiz, creative writing, translation, essay writing, mehndi, cooking, dancing, singing, elocution, debate, quiz etc. Government of Gujarat has provided special fund for conducting various events under the Saptdhara initiative. .

Every year cultural program is organized in our college. Apart from this many other cultural activities like classical dance, folk dance, singing, mime, one Act play, theme based Ramp walk. Our students also

participat in Youth festival organised by the university.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 53.85

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 14

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
any additional information	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 0

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Any additional information	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)**Response:**

The college library is having a separate building in the campus. The institution has already an automated it using integrated library management system. The books or journals, if anyone wants to refer to that include students and staff members then a college ID card is mandatory. We do have separate departmental library as well with more than 2000 books. Majority of library work is done manually. The college library has a suitable infrastructure to read and to learn. It is said that library is the best instrument to divert the youth on the path of development, and to attain this, the college makes optimum efforts.

We strive to make the college a centre of excellence with the maximum use of library because the more you read, the more you understand the world.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment**Response:**

The college library has valuable reference material and rare books. Broad band connectivity and Wi-Fi facilities are available in the library. Some researchers and college staff have contributed for providing data templates. Books published on various subjects are available in the library. Along with the academic books, books for many competitive exam, magazine are available for the students in the library. Taking into the consideration of our institute, it seeks for excellence in knowledge and books are the most important source to grab it.

We have various collections from humanities and social sciences for competitive exams which includes Political Science, Economics, Sociology, History and various others reference books. These books are the most important base to understand the core of the subject.

Below is the excel file attached with traditional and medieval rare books.

File Description	Document
Any additional information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals**
- 2.e-ShodhSindhu**
- 3.Shodhganga Membership**
- 4.e-books**
- 5.Databases**

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.25

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0.562	0.676	0.014	0

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 0.17

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 5

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The institution sees to it the Wi-Fi facilities are one of the core necessities and looks in to the matter of updating its Wi-Fi as an when needed. The ICT based facilities of Gujarat College CC portal is available to faculties, Principal and for administrative staff. There is another portal as well that includes BSNL broad band connection through its three landline based LAN which names NAMO Wi-Fi which is free to access for all students as well as for staff members. The updated speed of the internet is up to 70 mbps. The institution upgrades its facilities, maintenance and timely services.

There is one coordinator from the faculty members for ICT based facilities and its upgradation. If any changes are in need it is consulted through principal.

4.3.2 Student - Computer ratio

Response: 767:14

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Response: 5-20 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years**

Response: 0

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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.

Response:

The college has a person associated with the established management for the maintenance of the premises. Our College is Arts & Commerce college so we do not have laboratory in the college.

Purchase: Head of the department informs the principal regarding all the purchase requirements. The principal approves purchase of required things, and the Administration department place orders as per the approval by the principal.

Library: Yes, We have formed library advisory Committee. Each head of the departments put the list of required books for approval to the Library Committee. The committee and the principal approve the list of books considering the needs of the departments, number of students and availability of fund.

There college has ample sports equipments for physical fitness as well as mental fitness through Yoga for the benefits of faculties and students. There are ICT classrooms and the introductory classes are taken through power point presentation.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 7.9

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
276	237	241	150	133

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching

- 5. Language lab
- 6. Bridge courses
- 7. Yoga and meditation
- 8. Personal Counselling

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 9.15

5.2.2.1 Number of outgoing students progressing to higher education

Response: 27

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)**Response: 0****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) year wise during last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years.****Response: 1****5.3.1.1 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-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
01	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The college has constituted a Student Representative Committee (SRC) which comprises of 5 Committee Members: one Student Representative, representatives each for Cultural activities, Sports, and Library. The Council works under the guidance of the Principal and encourages students for decision making. Student representatives along with the GS and LR, takes decisions on various activities like Navaratri, Function, Navaratri, etc. The students arrange everything and also conduct the programme by themselves. If required, they seek the approval of the convener of the SRC or the Principal. The SRC plays a major role in arranging Teachers' Day, Farewell Function, Picnics and Study Tours and other Celebrations. The funding required for the programme is provided by the college.

As per the instructions and guidelines given by the Gujarat University, the Department of Higher Education & Government of Gujarat, the SRC is formed by the institute through the merit list of students. SRC and the students' representatives take an active part in various committees. SRC is doing the job in a proper way for the benefit of the students. The council concentrates its attention on the welfare of the students and also takes up the medals, related with the development of the institute. SRC follows up the demands of the students and that the grievances of the students are to be redressed. Different activities of the students such as academic, cultural, sports, etc. are organized and managed by the In-charge of the various committees floated by the institute.

Besides, our faculty members work as mentors of the students and develop close interpersonal relation with them. They always freely convey their messages to the decision-making academic and administrative bodies of the institution.

File Description	Document
Any additional information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 15.6

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
20	22	10	13	13

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

<p>5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years</p> <p>Response:</p> <p>Though Alumni Association is not registered at GACC, we call them for their support and guide our presents students. We arranged one meeting of old(earlier)students who have passed in previous years; we invite them for our talent programme and for annual day. Many of them take interest in college activities and they guide our current year students for N.S.S. activities also. Some of them came frequently at GACC and they organize some activities in N.S.S/ NCC camp,cultural and sports activities.</p>
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<p>5.4.2 Alumni contribution during the last five years(INR in Lakhs)</p> <p>Response: <1 Lakh</p>				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Document</th> </tr> </thead> <tbody> <tr> <td>Alumni association audited statements</td> <td>View Document</td> </tr> </tbody> </table>	File Description	Document	Alumni association audited statements	View Document
File Description	Document			
Alumni association audited statements	View Document			

<p>5.4.3 Number of Alumni Association / Chapters meetings held during the last five years</p> <p>Response: 0</p>										
<p>5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	0	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14						
0	0	0	0	0						
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File Description	Document									
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document									

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision

“To strive for excellence by providing value-based quality education through cultivation of skills for the enhancement of dignity and growth of the society and the nation”

Mission

The college makes incessant efforts to become dynamic center for life-long learning. The college pursues the following missions to accomplish its vision.

- To make the students aware and obedient of constitutional values like democracy, secularism, equality, preserving our heritage and to make them execute the duties of a true citizen sincerely.
- To create efforts for comprehensive character building of the students maintaining the values of fairness, tolerance and discipline.
- To stimulate vocational skills by providing value and skill based teaching through the use of ICT for better employability and competence at national and international levels.
- To inculcate entrepreneurial skills and soft skills.
- To provide conducive environment for research as well as community and extension services to the faculties and students.

The vision and mission of the college are encapsulated in its motto i.e. ? ?? ?????? ?????? ?????? ??????? (Let noble thoughts come to me from all directions). The college as per this motto seeks to generate cultured, humane and dynamic individuals for the selfless service of the society.

The empowered team involves- the principal, IQAC members, teaching and non-teaching staff, supporting staff, student representatives, stakeholders, alumniees and various committees. The principal monitors the mechanism regarding administration and academic processes. The leadership is the collaboration of heads of faculties, heads of the departments, and IQAC for decision making and improving the efficiency of the institution. They also ensure proper functioning of the policies and rules and action plans of the college. The staff council monitors the academic progressive performance of the college regularly. The supporting committees include examination committee, NSS, NCC, placement cell, library, sports, student and extracurricular activities, anti ragging cell, grievance committees etc. All the committee members take the responsibility to plan activities for every 2nd academic session. Every month, a meeting with the principal, IQAC coordinator and academic as well as administrative staff of the institution are held regarding decision making and also smooth functioning of all the activities and plans. For academic performance, meetings with Head's and faculty of various department are held regularly regarding punctuality of the teaching staff, taking classes regularly, class tests, group discussion etc. The prospective plans are implemented by the finance committee. It deals with the finance received from the various grants and amount received from other sources for overall development and maintenance of

college.

6.1.2 The institution practices decentralization and participative management

Response:

- The college is managed by the department of Higher Education, Government of Gujarat. Its administrative and academic policies are governed by the rules and regulations of the Department of Higher Education, Govt. of Gujarat as well as the Gujarat University.
- The college follows the policy of decentralization. The principal of the college is ably assisted in discharging the duties by the Coordinator of various committees and the Staff Council having due representation of the Head of the Departments and various faculty members.
- The staff coordinators of various committees and clubs convene regularly to inform and disseminate various academic and administrative quality assurance schemes launched by the Department of Higher Education and Knowledge Consortium of Gujarat (KCG).
- The coordinators of the departments manage the day to day activities of the department and keeps a track of co- curricular and extra-curricular activities in the college.
- The selected ranker Student Representative Committee (SRC) plays an important role in the efficient implementation of the programs devised for promotion of students centered learning and teaching atmosphere and overall development of the students through various activities.

File Description	Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college has strictly followed to the academic calendar as given by the Gujarat University and the Education Department of Gujarat. The principal of the college gives academic freedom to various committees together with the all departments to lead all the academic activities of the college. They regularly meet and take necessary steps to formulate and implement strategic plans of the institution. Mentorship is introduced in all the departments and it is commendably supervised by the Principal and IQAC Coordinator. They invite suggestions from senior staff ,analyze the impulses of the institute in general and take steps for further improvements.

The college is a government college and hence every perspective plan for development has to be informed to the higher authorities and has to be approved by them.

Curriculum Development

- Curriculum development is done at the University level.
- The faculty members and heads of the departments of the college participate and represent at the Board of Studies of universities for curriculum development.

Teaching and learning

- The teaching staff prepares the semester wise teaching plan and time table before the commencement of the semester for systematic, effective and efficient teaching.
- Faculty members are encouraged to attend faculty developing programmes outside the college conducted by other institutions like UGC HRDCs, KCG etc., to enhance the quality of teaching.

Examination and Evaluation

- Examinations and evaluations are conducted according to the norms given by Gujarat University as well as the guidelines given by the Education department.
- Continuous evaluation is done through Attendance/Weekly Test/ and assignments.

Research and Development

- The faculty members are encouraged to publish articles in journals and to present papers in state, national and international conferences/seminars.
- The college conducts state level, national level and international level conference and workshops.

Library, ICT and Physical Infrastructure / Instrumentation

- The library committee and the principal of the college approve the list of books to be purchased. Similarly for infrastructure and equipments, proper steps are followed for maintainance as per the guidelines issued by the higher authorities.

Admission of Students

- Admission committee of the college works as per the norms of Gujarat University. All Govt. Rules and regulations of reservation (SC/ ST/ OBC) are taken into consideration.

Community Engagement

- The college has one Unit of NSS. The college conducts various awareness programmes, health camp, protection of environment, tree plantation etc. on regular basis. The NSS of the College has adopted 2 villages and regular activities are carried out in those villages for the development.
- The college has one unit of NCC. NCC works at developing character, discipline, secular outlook, the spirit of nationalism, integrity, patriotism, adventure and ideals of selfless service amongst college students. The NCC unit of the college also provides an environment conducive to motivate the college students to join the armed forces.

Vocational training programs

- Various Vocational training programs are conducted under RUSA project. Through which students have been helped in skill development in various field.

- Skill development courses are conducted under Finishing School at college.

File Description	Document
Link for Additional Information	View Document
Strategic Plan and deployment documents on the website	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The office of the commissionerate of higher education in Gujarat is headed by the minister of higher education, while the principal secretary of the higher education is the administrative head of the department and responsible for implementing the policies. There are various directorates under the principal secretary which are directly involved in implementation of various programs and activities. The institution is directly under the control of education department, Government of Gujarat and the office of the commissionerate of higher education monitors the overall development in pursuing excellence in every aspect.

The principal is head of the college. Next is the department and administrative wing. The faculty of the respective departments comes the next. The non-teaching staff comprises of the office staff with registrar, the head clerk, senior clerks, junior clerks and attendants. The PTI and librarian are also the integral parts of the organization.

The decision making procedures are made at appropriate levels in the organizational hierarchy. As per the university/ government guidelines statutory bodies such as IQAC, anti-ragging cell etc., are also included in the organizational structure of the institution. A committee comprising of faculty members and administrative staff is involved in the planning and implementation, academic audit and evaluation.

Besides the above, following committees and cells are constituted at the Institutional level for ensuring efficient and effective decision making:

- Committee for SC/ST
- Minority cell
- Grievance redressal committee
- Anti-raging committee
- Internal compliant committee
- OBC cell

Service Rules:

The institution strictly follows the service rules according to the GCSR (Gujarat Civil Service Rules) norms. The institution runs for 8 hours. The teaching and non-teaching staff have the benefits of PF, ESI, casual leaves, earned leaves, medical leaves and maternity leaves etc.,

Recruitment:

Recruitment takes place according to the norms of the UGC and Government of Gujarat. Principals and assistant professors in government colleges are recruited by GPSC. They are under Gujarat Education Services and their post is gazetted officer of the government of Gujarat. Recruitment process includes written examination followed by an interview. On clearing interview, candidates are recommended to education department for appointment.

Grievance Redressal Mechanism:

The principal is the primary source of grievance redressal service to the staff and students. The college council helps the principal regarding the same. All staff and students are free to approach the principal with their grievances. Each class has a counselor system through which the communication with the students is possible at the personal level.

File Description	Document
Any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development**
- 2.Administration**
- 3.Finance and Accounts**
- 4.Student Admission and Support**
- 5.Examination**

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document
Any additional information	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The college has number of sub-committees to assist in its smooth functioning. Amongst them, some are major committees which are mandatory and a pillar to the growth and development of the college. All of the committees are effective and do function at its level. Details of the composition of the committees are given in additional information. However here is one example presented below through the minutes of meetings and implementation of their resolutions of some of the afore mentioned committees.

The UDISHA & Placement Cell is entrusted with the responsibility of organising career counselling programmes and motivational programmes for the students in collaboration with the career counselling persons and organisation outside the college as well as from within college.

One such programme was organised by the committee in the month of December 2017.

The minutes of the meeting held on 7th of January 2017 were as follows:

Date: 07.01.2017

A meeting of the UDISHA and Placement Cell was held on 07.01.2017 at 4:00 PM in order to discuss and come up with a yearly plan for imparting counselling and placement awareness interactive sessions for the students. The other agenda discussed in the meeting was multiple career counselling programmes as well as placement related awareness camps.

It was also unanimously decided that in the minimum one placement fests will be organised yearly within the college premises.

Following are the resolution of the first meeting; it was followed by a second meeting on 10th of January 2017.

The miniatures of the meeting are as below:

Date: 10.01.2017

A meeting of the UDISHA and Placement Cell was held on 10.01.2017 at 4:30 PM.

The Committee decided to organise a DIGITAL INDIA Awareness Programme wherein THE NATIONAL TEXTILE CORPORATION OF INDIA publicity and Awareness Team would come up and conduct their programme on the 30th of JANUARY, 2017

Following the resolution taken in the meeting organised on 10th of January 2017, the said programme was organised accordingly.

Date: 30.01.2017

Today on the 30th of January 2017, the UDISHA and Placement Cell, Gujarat Arts and Commerce College(Evening)-Ahmedabad in collaboration with THE NATIONAL TEXTILE CORPORATION OF INDIA publicity and Awareness Team has organised DIGITAL INDIA awareness camp in the College Seminar hall.

The programme was attended by around Two hundred Students from different departments and classes. It was presided over by the Officer-in-Charge and three personnel from the team addressed the students regarding the Digital India Campaign.

Date: 22.03.2017

Today on 22nd of March 2017, the UDISHA and Placement Cell, Gujarat Arts and Commerce College (Evening)-Ahmedabad in collaboration with the LABOUR & EMPLOYEMENT DEPARTMENT, GOVERNMENT OF GUJARAT has organised Job Fair in the College Seminar hall.

A total of four thousand candidates participated in this Job fair. Out of which around two hundred candidates were given jobs by different industries.

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The Institution helps to its staff with the help of its various financial benefits through different schemes. For maintaining good repo with all the employees, the college staff club organizes informal get to gather party every year. All the new recruiters get familiar with the tradition of joining Gujarat college family. The principal always attends all the events organized in the campus to motivate the students and staff of the college.

List of welfare measures provided by institute for teaching and non-teaching staff:

General Provident Fund

The institute provides General Provident Fund (*GPF*) facility to full time staff members as per the government rules. In this account the employees contributes certain amount of salary in regular installments for certain amount of time. The money from the fund will be given to the employee when they retire or at the time of superannuation.

Group Insurance for staff members

All the teaching and non-teaching staff members have the group insurance provision as per the government norms and the institute regularly pays the premium on their behalf to the govt. of Gujarat, commissioner of higher education.

Government residential accommodation

The government of Gujarat provides accommodation facilities to full time staff members as per the government rules. It provides two BHK, Three BHK accommodation with all the basic amenities in the nearby surroundings of the institution at exchange for Housing Rent Allowance (HRA).

Duty Leave for attending Seminars, Conferences and Workshops

For encouraging the faculty towards research and development, the institution permits the employees to attend state, national and international conferences, seminar, and workshops by sanctioning them duty leave.

Leave for OP/RC/FDP

For encouraging the faculty to enhance the quality of teaching, the institution permits Full time faculty members to attend Orientation Program, Refresher Course and faculty developing programmes by sanctioning them duty leave. Full time faculty members have the provision to pursue their Ph.D. by availing study leave with salary for two years under the Teacher Fellowship scheme of the UGC.

Eco-Friendly campus & Hygienic working environment

The institution has eco-friendly environment with least air pollution. The institution also ensures hygienic working environment with a provision of hygienic sanitation for both staff and students.

Leaves

The institution sanctions leave according to the rules of GCSR (Gujarat Civil Service Rules). The teaching and non-teaching faculty have the benefits of Casual Leaves, Earned Leaves, Medical Leaves, Study Leaves, Paternity Leaves and Maternity leaves for ladies etc.

Bonus to Class 4 Employees

Class 4 employees of the institution who have worked for more than 6 months in the job are entitled to get bonus of 30 days wages or Rs. 3500 whichever is less from Gujarat government.

Staff club:

Staff club encourages the academic activities of the faculty members. At the end of each academic year a gathering of the staff members of the institution is organized by the staff club.

Free Wi-Fi facility:

The institute provides free Wi-Fi facility in campus area for Teaching, Non Teaching staff and Students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 42.93

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	8	14	11	3

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The performance appraisal report provides good feedback to faculty and helps them in understanding the changing needs of students. All faculty members fill prescribed Performa for self-appraisal. PBAS (Performance Based Appraisal System) for the assessment of teaching and non-teaching staff. The performance based appraisal report encourages the faculty members to make excellent performance in teaching –learning and research.

The institution has the annual performance of the employee on the basis of their academic, research and other extra-curricular activities. It is also based upon their relation with the students, colleagues and administration. These self-appraisal reports serve as a necessary document for the career advancement of the faculty. The teachers are encouraged by the UGC career advancement scheme endorsed by the

Government. Record of their leaves are also kept and documented accordingly.

The above set performance appraisal report is to be filled by employee in a given prescribed proforma which includes all the points related to the performance of the staff. The views of the employee filled in the prescribed proforma are reviewed by the principal. The overall report is further reviewed by the joint director and final performance execution status is setup and confidentially recorded in the office of commissionerate of higher education, Gujarat.

There is scope of career advancement schemes for non-teaching staff as well. They are evaluated by the principal and registrar. The non teaching staffs undergo a performance appraisal system where the principal submits annual progress report (APR) to the higher authority. At the time of confirmation of service of every teaching and non-teaching staff, a special confidential report from the principal is also required.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institutional mechanisms for internal and external audit are presented as below:

- Grants received from UGC are regularly audited by registered auditors and the utilization certificate and statement of expenditures as per prescribed formats, are submitted to the respective bodies in due time.
- The grants received by the state government are audited by the audit and accounts section of the office of the principal accountant general, government of Gujarat.
- They conduct detailed audit of all accounts periodically.
- The last audit was conducted for the period April 2013 to March 2017.
- Major objections and its compliance to the same are being done properly.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Being a Govt. College, it is guided by the financial rules of the Govt. of Gujarat. A number of committees consisting of teaching and/or non-teaching staff are constituted every year to ensure purchase of equipment, books and furniture. Utilization of resources and also monitored effectively. Such committees are:

- Central Purchase committee
- UGC committee
- Library committee
- Sports committee
- Internal Quality Assurance Cell.

Other significant mechanisms are as follows

- Appropriate tendering process is ensured to maintain fairness in purchase related matters.
- Sufficient publicity is given to the tenders through other Govt. offices.
- Salary is billed through the IFMS software.
- Records of purchases, bill and cheque registers, stock books, scholarship registers showing receipts and disbursements are maintained and regularly updated.
- The whole process of fund allocation and management is supervised by the principal.
- The Governing Body also recommends proposals for the effective utilization of financial resources.
- Auditing is done periodically and stipulations are met.

File Description	Document
Link for Additional Information	View Document

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

Response:

The Internal Quality Assurance cell (IQAC) was created with the motive of quality level of building economic and social infrastructure in the institution. The IQAC, an autonomous body of the college, was established on 16/06/2010 as per the guidelines of the UGC for conscious, consistent and catalytic improvement in the performance of the institution. The institution understands that the IQAC must develop quality measuring mechanisms in all academic and administrative spheres and make valid and practical suggestions for improvement and efficiency. To this end the college has developed a quality policy which will be included in the college prospectus for the next session. By using the IQAC primarily in its monitoring and advisory capacity the college strives to ensure that it plays a role in the decision making process including the career advancement of teachers. This also ensures that the quality assurance process becomes integrated with the general functions and operations of the institution.

File Description	Document
Any additional information	View Document

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

Response:

The institution has established Internal Quality Assurance Cell with a mission of enhancing the internal quality of the curricular and co-curricular activities with infrastructural development. The IQAC has played a very important role in the development and growth of the institution since its inception. The cell meets in regular intervals to analyse the system in operation and its grey areas. The IQAC is planning to set down broad guidelines under which the teaching learning process will be implemented. Committees have been formed to plan and implement various activities under different heads so that the desired quality of outcome can be assured to the beneficiaries.

The activity of students' feedback for teachers will be undertaken more effectively under IQAC. At the same time purposeful attempts to increase research work by faculty members is supported by the principal as per the suggestions given by IQAC Cell. Students and staff members are encouraged to participate in different programs of the institution and other institutions of the state to inculcate knowledge about the quality development of the institution.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 4.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	7	3	8	2

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Response: C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document
Annual reports of institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)

Response:

The institute strives hard to give integral formation to the underprivileged young students to help them to grow as responsible citizens and principled leaders. In recognition of the peerless more than 2 decades-long pioneering service in imparting Quality Higher Education, the college cleared its process of accreditation (Cycle 1) in 2010.

Initiatives taken

- In response to the suggestions from the stakeholders and to cater to the needs of the students, exposure of students and teachers to the recent developments of higher education system.
- 6 National seminars / conferences / workshops sponsored are conducted which included sessions on recent developments in the respective subjects and NAAC awareness.
- The faculty members are constantly encouraged to be progressive from Post-graduation to MPhil and PhD. They are encouraged to qualify themselves by writing UGC/SLET/NET.

- Some faculty members who joined the college as post graduates and now they completed PhDs and a few have registered for doctoral program.
- The staff members are motivated in being active in research and are frequently sent for paper presentation at conferences, seminars and to conduct workshops.
- Students are exposed to recent developments by attending national seminars / conferences / workshops in other institutions apart from Intercollegiate meet which are evidenced by their paper presentations and publications.
- Steps have been taken to have a MOU for wi-fi with Gujarat Commerce College to promote teaching, learning and extra co-curricular activities.
- RO system is installed in the college to provide purified drinking water. Computers with all accessories are provided to all departments.
- ICT enabled classrooms, Internet facility and classrooms with Interactive Boards are provided to all departments to make teaching–learning process innovative and rewarding.
- Surveillance cameras are installed in the Central library.
- Minority Cell is initiated.
- All students were given free access to internet with NAMO WI-FI.

Continues internal evaluation examination with weekly test, MCQ and assignment with the guideline of Education department, Government of Gujarat.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 1

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	0	0

File Description

Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

1. Safety and security:-

Gujarat Arts and Commerce College (Evening) has the co-education learning system. It strongly opposes any form of gender discrimination. Special attention is given for safety and security of girls. The college is under the surveillance of CCTV camera to keep check on the activities in the premises. The campus of college is covered by common wall fencing. The college has a facility of the separate toilets for female students and staff. Collegiate Women Development Cell (CWDC) has been formed to check/control the grievances related to the female students. First-aid box is placed in the proximity of the campus.

The Institution has made sufficient provisions for safety and security of the students and teachers. In this regards, the following facilities are provided by the institute in the campus:-

1. To check up I-Cards of the students by the security while coming in the campus.
2. CCTV cameras are properly installed in the classes and in the campus.
3. Appointment of Male security staff.

4. All classes and campus is properly checked by the security after the working hours.

With more than 30% of its students and staff comprising of girls and women, Gujarat Arts & Commerce College has laid a consistent emphasis on inculcating gender-sensitivity in its actions. Utmost care is taken to provide safety and security to the students of the college. Faculty members are sensitized on the need to handle issues on a case-by-case basis, especially while counseling and catering to the medical needs of the students. Lady faculty members are charged with handling issues related to female students, whether in personal or academic matters. A lady counselor is appointed for student counseling, to make girl students more comfortable with disclosing their personal details. The college provides immediate medical aid to a student, who falls ill while in college, s/he is taken to her/his home and is accompanied by a faculty; in the case of girl students, a lady teacher accompanies the student. In case of extreme medical emergencies, students have been taken to the nearest hospital, either in ambulance, or in personal cars of the faculty or calling 108 Emergency Medical service.

Lady teachers are jointly appointed as NSS Program Officers, and are deputed to the NSS Special Camps for the entire duration of the camp. Special counseling sessions are held for female volunteers by lady teachers before NSS Special camps. Teachers accompany students for cultural and other activities outside the college; lady teachers are deputed in case girl students are participating. Once the event concludes, the teacher follows up on whether the student has reached home. Lady Representatives are nominated to the Students' Council, with one girl representative for First, Second and Third years each of B.Com and B.A. programs.

Gender sensitivity: in order to develop a right approach towards a healthy culture of gender equity, the college has undertaken following measures like Workshops regarding women's safety and security; Establishment of women safety and security cell; Organization of lecture on general sensitivity.

2. Counselling:-

Teenagers require proper counselling. For this purpose following activities are planned and implemented Counselling by a lady professor – we have already appointed permanent lady professor. They counsel the girls to be careful about personal hygiene, menstrual cycle and stress related issues. Advantage and disadvantages of mobile is explained to all the students.

The college has counselling room in which students can meet and discuss their problems at any time and when needed special counselling sessions are organized on demand.

Counseling facility is provided by the institution to the students. It is mainly useful to the weak and slow learner students. Our staff members arrange the programs for proper counseling to the students with an intension to concentrate their attention on study, so that students can progress in stress free environment.

3. Common Room:-

A separate common room for boys and girls has been set up in the college with essential facilities in case of illness. A room with proper lighting and ventilation is arranged for this purpose. First aid kits, emergency medicines, cotton are available in the room. The college provides separate bathroom for girls and boys. The common room facility provided by the institution is to create cohesiveness and cordial relations among the students.

A separate Common Room is allotted for girl students. It is convenient to girls because they can take rest during their off periods as well as they can sit their comfortably when they are not feeling well. Necessary facilities are made available in the common room.

Separate common rooms, one for the boys and for the girls, cater the student's requirements. The rooms are spacious and well-ventilated and have provisions for resting and dining, with a wooden cot, and seating facilities being made available. Other facilities include curtains, medical response facility, stretcher, and first aid.

The institution has appointed a security guard; the campus is also under CCTV coverage.

.Arrangements of one to one counselling to needy girls is done as well. Teaching and administrative staff looks after safety and security of the girls of the campus. Lectures of experts are arranged on gender equality sensitivity issue. Girls are encouraged to participate in co- curricular, extracurricular and short term vocational course training.

Being Evening College the college feels it's our prior duty and responsibility towards girls regarding their safety related issues.. The college with and intension of motivating and promoting women has established women's empowerment and counseling cell, which works for the development of girls students. The cell organized different programs so that open up discuss any issue or queries they are facing and to assure them corrective action against such issues. The institution had arranged stress management programme. The motivation training for college student and staff is arranged by the institution for the better performance of the staff and good result of the students. The 'Vyasan Mukti Rally' was also arranged by the institution to create awareness among the society and college students against addiction to drugs and tobacco.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 16.67

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 180

7.1.3.2 Total annual power requirement (in KWH)

Response: 1080

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 0

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 1080

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Solid waste management:-

Our institution is having administrative and academic blocks, training and conference halls, Lecture Room and so on. So, it is very common that waste is generated in their day to day work. Waste is something one cannot do away with – completely. However, it is possible to reduce generation of waste, and manage wastes scientifically. This demands planning, preparation of logistics, community education, and proper treatment and disposal of different types of wastes by the college.

Solid waste at various points of the college building is collected daily in the dustbin the garbage in the campus is collected on weekly basis.

The college has adopted a policy to maintain cleanliness in the campus through Scrap and Waste management initiatives. The college has allocated proper budget for housekeeping every year. In order to maintain cleanliness washrooms and other common areas of usage and Annual Maintenance Contract is signed with Outsourcing agencies as per the guidelines of government of Gujarat. They collect waste from different bins and disposal of this waste is transported to the regional disposal place provided by municipality.

Paper waste is collected from different department and transported to a disposal place. The amount/quantum of solid waste that occurs annually is quite low. However, following steps are being taken for the management of solid waste. Some items of solid wastage like government register, printed forms, printed sheets etc. are sold out to Government agencies. Some items like newspaper, answer sheets, answer papers etc. are sold out to local agencies contracted by the collector office.

Liquid waste management:-

We do not have science faculty and so there is no issue of chemical waste in the campus. Separate washrooms for male, female students and faculties are cleaned with proper sanitizers regularly.

E-waste management:-

E-waste is a term used to cover all items of electrical and electronic equipment (EEE) and its parts that have been discarded by its owner as waste without the intent of reuse. E-waste or waste electrical and electronic equipment is the major problem in all colleges as it has given significant challenge towards waste management system. Owing to the rapid development of technologies, marketing and compatibility issues, the lifespan of electrical and electronic goods has become considerably shortened, become waste electrical and electronics equipment. Our institution has taken proper step towards E-waste management.

Environment Awareness among students

We are giving awareness to the students regarding green environment in the campus by fixing awareness boards inside campus. Faculty advises the students not to litter waste and unwanted materials inside the campus. We are motivating and crating awareness towards environment in our students and staff members. The college faculties always try to bring awareness of proper waste reduction and recycling practices through education and communication efforts and creating awareness for using reusable components for manual use and making the environment plastic free.

The institution governs the effective collection, segregation, recycling, management and disposal of all waste. The college complies with all central and state legislative requirements governing the disposal of waste to dispose of waste in a responsible and legal manner.

Staff and students co-operate and support the College Waste Management Policy by reducing the volumes of waste produced on campus, re-using products wherever possible, and using the facilities provided to segregate waste at source to facilitate recycling. Volunteer students help in the initiatives of the college.

Segregation and disposal of municipal solid waste (MSW) such as food waste, plastic, metal and glass, through color coded litter bins provided on campus. Along with, bins to dispose wet and dry waste are placed on each floor. Garbage collected and segregated during the cleanliness drives initiated in localities under the “*Swachh Bharat Abhiyan*” was disposed off by coordinating with local governmental bodies.

File Description	Document
Any additional information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rainwater harvesting is a process or technique of collecting, storing and using rainwater for irrigation and for various other purposes. To reduce the consumption of groundwater, many people around the world are using rainwater harvesting systems. This practice has been around for thousands of years and has been growing at a rapid pace. So conservation of water has been considered as important activity from the viewpoint of proper utilization of resources.

The college is spread over an area of around 33 acres having beautiful landscape and large number of trees. The college has more than 400 trees in the campus and it makes almost zero degree pollution area.

The institution has not built any sort of rain water harvesting structures and utilization system at the campus.

The college is conscious of the necessity of having a rainwater harvesting mechanism within its campus. Provisions to channelize the rainwater collected on the rooftop to the ground are in place. The water is collected in an underground reservoir, and is utilized for gardening purpose. The high financial costs and heavy manpower required to cut into the rocky terrain of the area, however, hinders the college from implementing measures such as building groundwater recharging pits. Keeping these challenges in mind, the institution is exploring innovative measures to achieve the objectives.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

- Students, staff using
 - a) Bicycles
 - b) Public Transport
 - c) Pedestrian friendly roads
- Plastic-free campus

- Paperless office
- Green landscaping with trees and plants

We have been organizing tree plantation drives and special campaigns against deforestation every year under the auspices of N.S.S. in association with Eco- club. During these programmes, we have planted several saplings. Many students come to college by walk. They do not make use of bikes. Some students make use of buses for travelling. Some teachers also come to college by using public transport.

Plastic Free Campus: - The campus is partially plastic free. We do not find plastic material in the campus. Our students are continuously made aware about protection of environment.

Paperless office: - Official work of college is done with the help of computers. Special software is made available to do more task on computers and to avoid paper work. Teachers also make use of computers.

Green landscaping with trees and plants: - Our campus is a green campus. Plantation is done every year.

Our college has set up disciplinary committee that aims to reduce plastic pollution on college campus with special focus on the reduction and ultimately the elimination of plastic straws, and plastic food packaging.

The plastic items are regularly thrown into garbage or recycling bin.

Paperless environment is encouraged with extensive use of E-communication.

Proposal to collect Feedback from students, staff and alumni in electronic form.

Proposal to upload e-notes and e-assignment to minimize the use of paper.

Instructions are strictly given to all to avoid wasteful use of resources.

Green landscaping with trees and plants

Our college regularly conducts a green audit in our campus, to improve the environmental conditions with the help of NSS and SRC students and officers along with the Gardener. Our college is eco-friendly, where we promote green and clean environment for more than two thousands of students.

The classrooms are well ventilated with adequate natural lighting.

The college has more than twenty varieties of trees and a beautiful landscape, well maintained by our management and caretakers.

The institution has organised various activities to develop a conscious approach toward environment and ecological protection. Various initiatives are carried out to promote the culture of green environment.

Besides making the campus eco – friendly, the messages like energy conservation, fuel and electricity saving, cleanliness, health and hygiene are spread by different programmes associated with the college.

The college takes the following measures to keep the campus green and clean.

- Students are explained not to throw plastic and other garbage here and there.
- campus is full of plants and trees.
- We also have strictly prohibited the practice of Chewing of tobacco; smoking or other such habits in the campus.

Campus is surrounded by well-established RCC road to make it pedestrian friendly.

All the employees and students are well aware of various environmental issues.

The institution undertakes a number of measures to ensure an eco-friendly campus and to promote an eco-friendly attitude in students and other stakeholders.

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 11.34

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
5.74	4.37	1.40	0	0

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

- 1. Physical facilities**
- 2. Provision for lift**
- 3. Ramp / Rails**
- 4. Braille Software/facilities**
- 5. Rest Rooms**
- 6. Scribes for examination**
- 7. Special skill development for differently abled students**

8. Any other similar facility (Specify)**Response:** D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years**Response:** 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**Response:** 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

7.1.12**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff****Response:** Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: No

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

File Description	Document
Any additional information	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 8

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	2	3	0

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Institute always thrives for the proper development of students as a person and thinker. Young generation is the pillar of future development of the nation. It is important to motivate them to be the flag bearer for spreading the valuable contribution of our great personalities. The college organizes the programs on the birth and the death anniversaries of our great leaders.

National integration day is celebrated every year in our institution to grow with unity, peace, love and brotherhood among the students. It enables to bring together students of the various religious, social, cultural, economic and educational backgrounds.

1. Independence Day - This day is celebrated on 15th August each year. The college organizes Independence day- rally in early morning in which students and teachers take part with great cheer and joy. Many faculty members give motivational speeches on this day. Moreover, our principal hoists the Indian

flag at the campus. NCC cadets join in flag hoisting with great enthusiasm.

2. Republic Day -This national day is celebrated on 26th January every year. Many faculty members give motivational speeches on this day. The college organizes funfair on this particular day, in which students take part with enormous joy. Patriotic songs are sung by faculties and students.

Following are the list of birth/death anniversaries of the great Indian personalities:

1. Birth Anniversaries of Mahatma Gandhi and Lal Bahadur Shastri on 2nd October.
2. Swami Vivekananda Jayanti (Celebrated as Yuva Day) on 12th January.
3. Mahatma Gandhi Death Anniversary on 30th January
4. Dr. Babasaheb Ambedkar Birth Anniversary on 14th April.
5. Sardar Vallabhbhai Patel Birth Anniversary on 31st October
6. Jawaharlal Nehru Birth Anniversary on November 14

These encourage the feeling of common identity amongst the students even though they are from different races, cultures, religions, or regions. It also creates a strong feeling of patriotism and aware them about their duties towards the nation.

It promotes the unity in diversity and feeling of oneness amongst the students and guides them how to contribute in making our country a prosperous, happy, and peaceful nation. The college also celebrates the following days for students:

1. Teachers day - As a part of the birth anniversary of the Sarvepalli Radhakrishnan, Teachers day is celebrated on 5th September each year. Students are encouraged to play role of teachers on this day. Moreover, many students and faculty members give motivational speeches on role and importance of teacher this day.

2. Youth day - As a part of the birth anniversary of the Swami Vivekananda, National youth day is celebrated on 12 January each year. The college organizes seminar on youth awareness and their critical role in development of nation based on the beliefs and values of Swami Vivekananda which promotes/inspires education, art, way of life, and inner soul among students.

3. Guru Purnima - As a part of the birth anniversary of the the great Vyas, on the day of full moon of Ashadha, Guru Purnima is celebrated. The college organizes seminar on the importance of Guru (spiritual teacher/mentor).

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institution maintains complete transparency in all aspects –

1. Financial Aspects – Every year the budget is prepared and the meeting of Purchase Committee are periodically held and three quotations are invited. Suitable quotations are taken care of and order is placed. After delivery/receipt of the items the payment is done by cheque.

2. Academic Aspect – The main aim of education is to inculcate human values among the students. In the meeting of IQAC all teachers are asked to prepare their academic planning by laying emphasis on human values. Meetings are also held periodically to implement the syllabus properly. More emphasis is laid on physical and mental development of the students by providing games and sports facilities and meditation process. By organizing various activities positive attitude is developed among students. In the academic sector the teachers monitor the students' progress and performance by a number of evaluative methods such as class room interaction, assignments, seminars, and class tests etc. The process of internal assessment is very transparent.

3. Administrative Aspect – Administration in the college is transparent. All the employees are taken into confidence and made aware of existing rules and discipline of the institution. In the meetings of staff, all the problems are discussed and solution is sought. They are also made aware of professional ethics which are already displayed.

By preparing activity budget, academic and administrative calendar, and by constituting various committees and by giving wide publicity to these things college maintains complete transparency in its financial, academic, administrative matters.

1. Constitution of various committees to monitor academic activities.

2. Constitution of committees to monitor various financial transactions.

3. Regular meeting of all committee members to review different academic activities, seminars, workshops, co-curricular as well as extracurricular activities.

The college promptly submits its' financial information required by higher statutory bodies like, All India Survey of Higher education, Commissioner of higher education department etc. All financial notices to students are promptly circulated with fees structure details.

The financial resources of the college are managed very effectively by the Government of Gujarat. There is fully computerized accounts department in the college monitored by the principal. Term fee collections are deposited in the bank. External audit is done by the Government of Gujarat.

Due to office automation and website management it is possible to the students to find out their details about syllabus and various exams, seat no, class roll no etc. Due to automation it is possible for the institution to upload the various types of information to the different authorities from time to time such as UGC, Gujarat University, and Commissionrate of Higher Education & AISHE.

The college web site helps the institution to communicate message to the students about academic and cultural activities arranged by the institution from time to time. The information about the sports activities is also informed to the students through college website and SMS services.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Title of the Practice:-1

“Vocationalization of Higher Education”

Objectives:

As the project is undertaken from the central governments under “RUSA COMPONENT-12” there are significant objectives to uplift students with better man power and skills. The primary objective was to enhance individual employability along with pursuance of higher education as well. The institution together with state government and KCG has properly adopted these practices for students to give opportunities for professional growth, career improvement and lateral entry into courses of general, technical and professional education through appropriate bridge courses.

The Context:

The college promotes moral values to students and faculty members with their inner potential. It focuses on quality of education and imparts better knowledge to the society. It keens and desires to accomplish the core of the subject. It has adopted well planned activities for the students for 2 Batches in the 'account executive' with the sub contexts of 'banking and finance sector'. As this project is undertaken from the central government, the motive is here to bring education into closer relationship with productivity. The college also gives an opportunity for the students with their assessment of the subject.

Practice:

This institution creates innovative minds and generates new opportunities for the students to make them competitive in the market with great passion to attain their goals. The students are nurtured to face the world and give their best of the potential to achieve goals. This project is specially designed for semester 5 and 6 students so they might be ready to face the market or pursue higher education. There has been a tie-up between Adani skill development training center which is NSDC partner and we have done MOU with them for the same. The great corporate and companies like Future Group, Pantaloons, and Adani skill development center have also supported and taken an initiative for the students to reduce unemployment issues in the market. The students of the institution are from poor social and economic background, and therefore campus sees to it that they make optimum use of facilities available in the college.

Evidence of the success:

The success is still moving at toddler's speed and therefore almost 73 students have been benefited from this practice till today.

Problems Encountered:

One crucial point from student's point of view is that they were not comfortable with the timings and for

that reason success triggered.

Title of the Practice:-2

“Mega Placement fair”

Objective:

The college, together with the state government, creates an initiative to place students in the different corporates and services. The students learning core of the subject remarks experience and therefore the major objective was to create one platform where they can earn a tagline: “learning while doing”.

Context:

The Mega placement cell is an initiative in the current year looking at the present scenario of the employment status and therefore a major call from the state government education ministry where in our institute took uphold to send our students in this cell and get recruited in some of the companies. The companies like SBI life insurance, Just Dial, ICICI Prudential and so on took interviews and selected some of the students. The state government gave 50/- Rs. allowance as well to the students for travelling and snacks. Our college students were given guidance by the experts for interview training and process. Students were given practical training for the same and were benefitted from it.

Practice:

As per the guidelines of the KCG, our students were given practical training before appearing for job at the placement fair. They were guided about interview etiquettes, role and importance of dressing and body language at the interview. They were motivated to get relief from stress of interview and how to appear for interview with proper preparation. They were also informed about 'to do' and 'not to do' at the interview.

Success:

The success ratio was very great as students were able to answer many interview questions and almost 81 students were selected from a total of 264 students who were interviewed. Therefore almost 31% of the students got placed in great corporates and wishing them great success ahead in the near future. As this is a new practice adopted by the institution, the coming goal is to organize such fair at the campus.

Problems Encountered:

Most of the companies offered only marketing job and lack of resources i.e. 2 wheeler availability from students made them unhappy.

File Description	Document
Any additional information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The first evening College of Gujarat State is established in year 1992 under affiliation of Gujarat University with the vision of providing higher education to student community in the city for those students who are working in day time and want to study. Our priority is to bring more and more students in stream of higher education and we have been successful to large extent in this regard as seen from the increasing trend in the number of students enrolled from 1992.

Our institution lays a great emphasis on the development of discipline, maturity, moral standards of the students through National Service Scheme.

The college tries to create and develop the facilities and environment required for higher education that will provide better employment and instill a sense of social commitment, with a focus on the urban youth, to enable them to become responsible citizens of the nation.

The priority of the college is to attain vision by providing quality education to the students of urban and educationally weaker sections of the society by conducting various activities at the college. The college forms various cells and committees for the academic growth of the students. It also creates a vibrant atmosphere in the college for the all-over development of students. The college has supportive administration and ideal infrastructure.

The faculty members motivate the students for their academic excellence. Being an academic institution we perform academic duties and responsibilities as mentioned in vision and mission of the college. Every programme is designed and executed in accordance with institutional goals. Social service is an area where the institution imparts its responsibility distinctively. With the help of programs like blood donation, tree plantation and conservation, and generating social awareness among students by visiting orphanage center along with staff, the college makes continuous efforts for active participation of the students.

The basic purpose of the college is to educate students and to develop their personality. For this purpose, the college organizes different activities which can help for the development in their personality. The teachers take classes regularly on the basis of syllabus framed by the university. It helps the students to improve academic performance. In addition, regular class tests, unit tests, seminars, workshops, contests etc. are conducted by the college as per schedule. To make them responsible citizens of the country, various days are celebrated concerning environment, health, etc.

5. CONCLUSION

Additional Information :

Gujarat College, situated in Ellis Bridge, the heart of the city of Ahmedabad, was established in 1869 with a view in house facility for higher education. The mill owners association came forward to provide financial assistance. Initially the college was started on Mirzapur Road in a building, which was given, by one of the Landlords. However, Bombay University did not give affiliation for the want of its proper accommodation. Sir Chinubhai Baronet's family donated land in Madalpur village, now better known as Ellis Bridge for making its own building. The historical college thus began.

Concluding Remarks :

GACC, an Institution follows strict norms and regulations within academics. Its motive is to strive for excellence in academics, sports and co-curricular activities. Attainment of education, learning together with knowledge is not just for degree, but it's a long run process till last breath.

The institution has core vision and mission to follow with proper planning and management. It develops, creates innovative minds through continuous guest lectures, seminars and workshops to motivate students.

Commerce students are given practical notion and experience to dynamic markets. BA students are given great opportunity to curtail higher education for better future prospects.

The infrastructural facilities have proven to be better for both the commerce department and arts department with best of projector screening, library to study and computers.

Thus nature of learning has become a broad multi-dimensional concept within the institution. It focuses on education but can't compromise with morals and ethics. It sees to focus on ragging and other offences as well.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																														
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>4</td> <td>4</td> <td>2</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>4</td> <td>1</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	4	4	2	1	2017-18	2016-17	2015-16	2014-15	2013-14	1	0	4	1	0										
2017-18	2016-17	2015-16	2014-15	2013-14																											
2	4	4	2	1																											
2017-18	2016-17	2015-16	2014-15	2013-14																											
1	0	4	1	0																											
2.1.2	<p>Average Enrollment percentage</p> <p>(Average of last five years)</p> <p>2.1.2.1. Number of students admitted year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>2.1.2.2. Number of sanctioned seats year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1650</td> <td>1650</td> <td>1650</td> <td>16501</td> <td>1650</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1650</td> <td>1650</td> <td>1650</td> <td>1650</td> <td>1650</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14						2017-18	2016-17	2015-16	2014-15	2013-14	1650	1650	1650	16501	1650	2017-18	2016-17	2015-16	2014-15	2013-14	1650	1650	1650	1650	1650
2017-18	2016-17	2015-16	2014-15	2013-14																											
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2017-18	2016-17	2015-16	2014-15	2013-14																											
1650	1650	1650	1650	1650																											
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>02</td> <td>0</td> <td>01</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	0	02	0	01	0																				
2017-18	2016-17	2015-16	2014-15	2013-14																											
0	02	0	01	0																											

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	2	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	0	0

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5.74	.75	1.40	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
5.74	4.37	1.40	0	0

Remark : Revised as per supporting abstract certified by CA

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination

	<p>7. Special skill development for differently abled students 8. Any other similar facility (Specify)</p> <p>Answer before DVV Verification : C. At least 4 of the above Answer After DVV Verification: D. At least 2 of the above</p>																				
7.1.14	<p>The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: No</p>																				
7.1.17	<p>Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</p> <p>7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>5</td> <td>3</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2</td> <td>2</td> <td>3</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	2	5	3	0	2017-18	2016-17	2015-16	2014-15	2013-14	1	2	2	3	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	2	5	3	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	2	2	3	0																	

2.Extended Profile Deviations

ID	Extended Questions																				
1.2	<p>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>668</td> <td>614</td> <td>691</td> <td>620</td> <td>581</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>669</td> <td>614</td> <td>691</td> <td>620</td> <td>581</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	668	614	691	620	581	2017-18	2016-17	2015-16	2014-15	2013-14	669	614	691	620	581
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668	614	691	620	581																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
669	614	691	620	581																	
2.3	<p>Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p>																				

Self Study Report of GUJARAT ARTS AND COMMERCE COLLEGE (EVENING)

2017-18	2016-17	2015-16	2014-15	2013-14
24.72	21.60	10.58	1125	950

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
24.72	21.60	10.58	11.25	9.50