



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		SHRI R. P. ARTS, SHRI K. B. COMMERCE AND SMT. B. C.J. SCIENCE COLLEGE
Name of the head of the Institution		Principal Dr. V. J. Dvivedi
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		09712980066
Mobile no.		9712980066
Registered Email		acskhambhat@gmail.com
Alternate Email		bcjscience@gmail.com
Address		Shri R. P. Arts, K. B. Com. & Smt. B. C. J. Science College, Khambhat
City/Town		Khambhat
State/UT		Gujarat
Pincode		388620

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	K T Gosai
Phone no/Alternate Phone no.	02698220366
Mobile no.	8980616263
Registered Email	acsckhambhat@gmail.com
Alternate Email	bcjscience@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.acsckhambhat.com/
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://www.spuvvn.edu/studentcorner/termschedule/Term%20Schedule%202018-19%20Final%20Revised%20As%20per%20Govt.pdf

5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.16	2009	29-Jan-2009	28-Jan-2014

6. Date of Establishment of IQAC	16-Jan-2017
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

No Data Entered/Not Applicable!!!

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. Wi Fi enabled Campus 2. Girls Room Up gradation 3. GAAC/ GAP Collaboration 4. CCTV 5. Training for Competitive Exams 6. IQAC Room 7. Fire Extinguishers

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

Plan of Action	Achievements/Outcomes
In order to enhance the skills among the students to crack various competitive exams, the IQAC has meditatively decided to start special training sessions for third year	The training sessions for competitive exams have remarkably affected students' reasoning ability. Many students have already decided to appear in various competitive exams as soon as

students. For this, the institute has signed MOU with Chanakya Institute to upgrade the students for such exams.

they'll achieve their graduation.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	18-Jan-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The curriculum for different subjects taught in the College is set by the various Board of Studies of Sardar Patel University, Vallabh Vidyanagar. As an affiliated college, it follows the syllabus and curriculum set by Sardar Patel University. In addition, many teachers, who are the members of respective Board of Studies, regularly attend meetings held at the university regarding the curriculum setup/ revision. The curriculum is intimated by the university to the college through regular circulars and the information uploaded on university website. The teachers also make the students aware about the entire syllabus and curriculum at the time of students' orientation programme. The Time-Table Committee of the College designs a master time-table that distributes subject theory and practical classes in a manner that makes teaching efficient. For transparency and efficiency teachers' time-tables and class time-tables are prominently displayed on the notice boards for students and are also available on the College website. The Departments hold monthly meetings to assess the covered curriculum and discuss the difficulties the students may be facing in the classes. Special attention is given to cater to the needs of both the Slow and Advanced learners.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
SCOPE	Nil	15/06/2018	224	Nil	Communication Skills

Office Management	Nil	15/06/2018	224	Employability	Nil
Herbal Plant Biotechnology	Nil	15/06/2018	224	Employability/ Entrepreneurship	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MCom	Commerce and Accountancy	15/06/2018
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English	15/06/2011
BA	Hindi	15/06/2011
BA	Gujarati	15/06/2011
BA	Economics	15/06/2011
BCom	Commerce and Accountancy	15/06/2011
BSc	Microbiology	15/06/2011
BSc	Chemistry	15/06/2011
BSc	Home Science	15/06/2011
MSc	Chemistry	15/06/2017
MCom	Commerce and Accountancy	15/06/2018

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

	Certificate	Diploma Course
Number of Students	716	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

Because of the lack of technological awareness among majority of our students, we did not have enough success in students' online survey. Therefore, our institute has adopted the method of offline survey to get the information of the satisfaction received by the students regarding their life on campus. The institute has designed its own feedback mechanism, which is inclusive of the students' opinions and suggestions about the curricular, co-curricular and other essential needs. As a part of this survey, 10 of last semester/ year students of every department are contacted randomly. Their feedbacks are maintained and evaluated by the respective departments. Towards the end of every academic year, the IQAC arranges meeting with all departmental heads focusing on analysis of the feedbacks, where a list of most significant suggestions is prepared retrospectively. The IQAC forwards the list to the principal with recommendation. The suggestions accepted in the joint meeting of the principal and governing body are executed before the new academic year. And thus the whole process of taking and considering students' feedback is substantially observed by the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English, Gujarati, Hindi, Economics	400	327	327
BCom	Commerce and Accountancy	400	235	235
BSc	Chemistry, Microbiology	150	131	131
BSc	Home Science	50	23	23
MSc	Chemistry	70	80	70
MCom	Commerce and Accountancy	70	128	70

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers
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	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2018	1876	140	28	5	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
35	30	19	3	3	Nil

[View File of ICT Tools and resources](#)

No file uploaded.

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

Our institution strives to create healthy and supportive academic and administrative atmosphere for the students. To do so, in spite of mentoring system, we have set up Student Counselling Cell and Student Grievance Redressal Cell to facilitate the students in their career regarded or any other problems. The students are informed about the cells and the members through the institutional website and also during the time of the orientation program. Hence they are made aware of contacting respective cells they are in need of.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
No Data Entered/Not Applicable !!!		

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
44	28	16	1	13

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UA	Nil	Nil	Nil

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

Due to the implementation of choice based credit system, the academic year has been divided into two semesters. As a result, major improvements have been made in the study and evaluation process. Due to which mid semester internal test is taken by the college in every semester. In addition to this, the students are evaluated consistently through surprise tests, unit tests, quiz, class seminars, project works, group discussions, assignments, etc. keeping in view the process of continuous evaluation. For the students who fail to appear in regular internal tests, the institute arranges arrear/ additional tests (the schedule is also published on institutional web site) to save the students from being NPTA ('Not Permitted To Appear' in university exams). 'Examination Committee' of the college looks after the fair administration of all the exams and it also makes sure to conduct the central assessment process, according to which the teachers assess the answer books within the campus and prepare the results in stipulated time frame. This adds substantial transparency and authenticity to the whole process of evaluation.

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

Before the commencement of each semester, Sardar Patel University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for internal/ semester-end examinations. The college follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The institute prepares an institute-level calendar and subsequently every department accommodates its activities keeping in view the institutional calendar. Institutional calendar of events includes details like the total number of working days and holidays and internal exams. The departmental calendar comprises guest lectures, workshops, and industrial visits, other co-curricular and extra-curricular activities. The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstances. The academic calendars help faculty members to plan their respective course delivery, academic and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the academic calendar. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it. Internal Assessment tests (IA), assignments, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students. There is a well-defined process for the conduct of CIE as per the calendar of events. The internal assessment test timetable prepared by the examination committee is published on notice board, website and conducted as per the schedule. Post IA tests and evaluation of answer books are carried out by respective teachers. The continuous evaluation process supremely depends on laboratory works, submission of journals, project works, group discussions, assignments, quiz, viva, seminars, etc. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly. Link: https://www.spuvvn.edu/studentscorner/termschedule/Term20Schedule202018-1920Final20_0_Revised_20As20per20Govt.pdf

2.6 – Student Performance and Learning Outcomes

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

<https://www.acsckhambhat.com/syllabi>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UA	BA	Hindi, English, Economics, Gujarati	181	141	77.35
UB	BCom	Commerce and Accountancy	234	214	91.45
US	BSc	Microbiology, Chemistry	147	95	64.63
UH	BSc	Home Science	14	10	71.43
PS	MSc	Chemistry	35	21	60
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2.7 – Student Satisfaction Survey

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

<https://www.acsckhambhat.com/sss>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce and Accountancy	2	Nil
National	Statistics	1	Nil
National	Home Science	2	Nil
National	Chemistry	2	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

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

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	10	2	Nil
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

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

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

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
11.95	1.25

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Nil	Nil	2023

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	35	1	3	1	1	5	6	50	0
Added	0	0	0	0	0	0	0	0	0
Total	35	1	3	1	1	5	6	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0.65	0.65	1.25	1.25

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

The 83 acres college campus with sound infrastructure installations and equipments is maintained by the estate office. The Estate office has policies to carry out both preventive and post maintenance activities. The college has well-established machinery for the maintenance of Campus facilities. Regular preventive maintenance is carried out by the Estate office. Regular checking of electrical supply, water-installations, equipment, and sewage and garbage disposal takes place in the college. The Estate office looks after all the maintenance requirements in the college. The Estate officer is assisted by electrical supervisor, civil supervisor, electricians, carpenter, and plumber, a team of sanitary workers, campus workers, sweepers and gardeners. Along with the Estate officer, various committees have been formed for maintaining and utilizing physical and academic facilities. Adequate budget is also allocated for annual maintenance of college infrastructure. The management has appointed a computer instructor to maintain major ICT instruments. Science Laboratories:

- The college takes necessary measures to maintain the laboratories in proper manner. There are adequate laboratory assistants in the Science departments viz Physics, Chemistry, Botany, Microbiology, Home Science and Computer laboratory to maintain the equipments in the laboratories. The stock in the labs is verified annually and damaged ones are discarded. Electrical and Electronic equipments are checked regularly. Issue and Breakage registers are also maintained in the laboratories. ICT and Internet facilities: / Computer maintenance There are Total 50 computers (available in Administrative office, Departments, Library and Laboratories) which are maintained properly. The college has a comprehensive policy regarding services, data and network security. In order to minimize e-waste, computers are serviced and updated periodically through outsourcing agencies. Library Facilities: - The Librarian and the team of support staff look after the maintenance of the library books, journals, periodicals, furniture etc. The librarian coordinates with the Estate officer to ensure that maintenance is done regularly. Sports facilities: - The physical director and sports committee monitor the maintenance of sports facilities. The sports equipments are maintained regularly. Regular inspection and maintenance of sports fields, track, Playground etc. is undertaken by the college.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Government Scholarship	1065	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Competitive Exam Training	45	Nil	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institute has a well-planned mechanism to engage students in any activity held in the premise or of any extension nature. Teachers, as members of various committees, try to identify the students as per the need and nature of the activity. And likewise the students get selected and are inspired to participate in the events. Those, who aren't selected but have desire to be part of the same, can directly approach the concerned teacher/s. Whilst the event days, the concerned teachers appoint some of the students in organization committee to look after the event management. This experiment, of engaging students in college's mainstream management, has achieved tremendous result and many students have been benefitted, through this, in their personal managerial skills grooming. During the year, the institution noticed enthusiastic student representations and engagement in various administrative, co-curricular and extracurricular activities. The institute promotes students co-academically through cultural/ sports events, NCC, NSS, and CWDC. Under the umbrella of such units, the institute organizes various events/ activities/ trainings/ workshops/ competitions, round the year, to facilitate the students to excel.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

321

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association of the institute, which is known ACSCK Alumni Association, has been established to maintain relation with the students who move out of the college achieving their bachelors in respective subjects, and thereby acquiring suggestion and help from these stake holders. The institute has gained much (academically and financially) from this healthy bond. Few of the random contributions to the institute by the alumni are: • Companies/

factories of the alumni are regularly participating in place fairs organized by the institute • Prizes to the winners of various competitions • Providing needs like fans/ benches/ tables/ chairs • Establishing various facilities • Actively participating in Inspiron, A Research Club activity • Providing help in events of NCC, NSS

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The governing body of Khambhat Taluka Sarvajanic Kelavani Mandal, Khambhat, which also manages other colleges (e. g. B.Ed College, Degree-Diploma Pharmacy Colleges, Schools) keeps alive the spirit of healthy academic environment and creates the environment of growth as per the National and International Standards. • The managerial authorities of Mandal take the leadership in the governance and management of the institution • The management with the support of the principal inspires the staff members by intercommunication during get to gather meetings and propels the staff give the best in the teaching practice. • The college practices decentralization and participative management by establishing college level committees and accreditation work to different committee members. • Strategies and proposals are framed, supervised and appraised by IQAC. • The Principal, Head of the departments and the various committees materialize the strategies and proposals together. • The students' representatives are also named to accomplish the co-curricular and extracurricular activities. • The Principal establishes various committees.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	Establishment of Toilet Blocks, Roads within the Campus, New buildings for P G Studies, Seperate Parking for Girls, Boys, Staff
Admission of Students	Employing Q Fix software for online payment of fees

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

E-governance area	Details
Student Admission and Support	Employing Q Fix software for online payment of fees
Finance and Accounts	Use of Tally software

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	Null	Null

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Credit Society for Employees	Credit Society for Employees	Null

6.4 – Financial Management and Resource Mobilization

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

The College Office and Accounts Officer maintain accounts, receipts and payments, cash books, bank books, general register, cheques issue register, profit-loss accounts, balance sheets, vouchers and bills for financial transactions. The accountant, under the supervision and guidance of the Principal, deliberates on financial management, resource mobilization and utilization. The latest version of Tally is used for all accounting operations. This can be reviewed as a method of internal financial audit. The External Financial Audit is regularly undertaken by the auditors, usually a chartered accountant firm, appointed by the Management Committee. The external auditor, after assessing all the financial documents maintained by the college account office, releases the External Audit Report. After receiving which, the college account office prepares Statement of Actual Expenditure and puts a proposal for government audit by the auditors appointed by Comptroller and Auditor General of India and the Government of Gujarat. Any audit objections raised are settled amicably in pursuance of the statutory rules.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
ONGC	668192	Infrastructural Development
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

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

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

Nil

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

Nil

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

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

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

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

Percentage of power requirement of the University met by the renewable energy sources

The institute has enabled campus with solar equipped light polls.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	11
Rest Rooms	Yes	10

7.1.4 – Inclusion and Situatedness

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

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Students	15/06/2017	Nil
Code of Conduct for Staff	15/06/2017	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The institute has enabled campus with solar equipped light polls Rain Water harvesting E-waste Management Plastic Ban in the campus Lab drainage system

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Training for Competitive Exams In order to enhance the skills among the students to crack various competitive exams, the IQAC has meditatively decided to start special training sessions for third year students. The majority of the students enrolled with the institution belong to the rural fraternity and so they get minimum access to the coaching classes for the competitive exams as such classes are homed in urban areas and they are expensive too. Hence, even though many students were blessed with capacity to grow in certain fields, they didn't achieve success owing to unavailability of proper guidance to get through such exams. For this, the institute has signed MOU with Chanakya Institute, Anand- Gujarat to upgrade the students for competitive exams. As a result of this practice, the training sessions for competitive exams have remarkably affected students' reasoning ability and general knowledge.

2. Wi-fi enabled Campus The college has long sought goal of converting the entire campus into the state of the art one through internet availability everywhere and for everyone. The IQAC has been trying to materialize the dream for last couple of

years. The way to success was found this year and the campus has achieved what was dreamt. The college robustly tried to convince the Higher Education Official for this need of the campus. And after considerable efforts, the government was pleased to allot us NAMO wi-fi facility under digital progression scheme. Through the reality check, the institute found some challenges for the digital conversion, but the Department of Computer of the institute worked restlessly to rule out the challenges. Finally, this year, the college succeeds in the process and at present is providing internet to almost 3000 members. This procures an academic value addition for the institute.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

As per the institutional vision- "Preparing students to be value conscious human beings with the right attitude for a healthy society", to empower students with wisdom and to instil rich human tradition and culture, the institute is constant in creating and nurturing socio-academically progressive atmosphere within its 83 acre campus, just to provide its stakeholders an opportunity to grow with self-confidence and ensure them with holistic development and to broaden their vision towards nation building. The priority areas are always the attainment of human values, harmony and universal brotherhood among the students. The thrust area is to impart quality education through meaningful understanding of pedagogical concepts, social justice and ethical learning. The management endeavors to instil the spirit of tolerance, love and respect to fellow human beings in the minds of the young. True to its vision of imparting value-based quality education, the institute ensures that the holistic developments of the student are accomplished. The curriculum, adopted by the college, is designed by respective Board of Studies of Sardar Patel University and in such a manner that it certainly rouses the students' intellectual curiosity and sustain their interests in research in order to improvise and innovate, exploring the existing repository of knowledge. The co-curricular and extra-curricular activities are aimed at infusing in the youth, leadership skills, analytical thinking and logical reasoning. The cultural and sports events organized through the academic year aim at enabling students acquire qualities like self- confidence, self-esteem, humane outlook and empathy. The themes around which these activities are conducted and create an awareness among the students on issues and concerns that pose a threat to harmony and peace. Every attempt is made to enable students to emerge as socially responsible citizens upholding the principles of universal brotherhood and love. The spirit of humanism thus instilled enables them to transcend barriers and equips them to develop a just and liberal outlook towards people across nations by resolving the differences.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

The institute wishes to establish new buildings for PG studies and Q Fix software for online payment of fees.