



## **YEARLY STATUS REPORT - 2022-2023**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**NAVJIVAN ARTS AND COMMERCE  
COLLEGE, DAHOD**

- Name of the Head of the institution **Dr. B. C. CHAUDHARY**
- Designation **OFFICIATING PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **02673250039**
- Mobile No: **9427655605**
- Registered e-mail **nacc\_dahod@rediffmail.com**
- Alternate e-mail **chaudhary006@yahoo.com**
- Address **OPP. GOVT. POLYTECHNIC COLLEGE,  
JHALOD ROAD**
- City/Town **DAHOD**
- State/UT **GUJARAT**
- Pin Code **389151**

##### **2.Institutional status**

- Affiliated / Constitution Colleges **AFFILIATED**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **SHRI GOVIND GURU UNIVERSITY**
- Name of the IQAC Coordinator **DR. NEETA P. MODI**
- Phone No. **02673250039**
- Alternate phone No. **02673250040**
- Mobile **9825355234**
- IQAC e-mail address **nacc\_dahod@rediffmail.com**
- Alternate e-mail address **chaudhary006@yahoo.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))** <http://navjivanac.com/aqar-new/AQAR%202021-22.pdf>

**4. Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <http://navjivanac.com/aqar-new/Academic%20Calendar%202021-22.pdf>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.60</b>	<b>2009</b>	<b>29/01/2009</b>	<b>28/01/2014</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.18</b>	<b>2016</b>	<b>16/07/2016</b>	<b>15/07/2021</b>

**6. Date of Establishment of IQAC** **01/07/2009**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>0</b>	<b>0</b>

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9.No. of IQAC meetings held during the year** 02

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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

- If yes, mention the amount

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

- Motivate students for offline regular classes
- Preparation of Academic calendar and Time Table
- Appointment of Ad hoc staff
- Prepared and submitted Institutional Development Plan (IDP)
- Review and revise feedback forms and prepare Google forms to collect feedback from different stakeholders
- Organize cultural and sports activities
- Conduct University exams in accordance with Govt. Guidelines.
- Policy regarding collection and assessment of assignments.
- Admission policy

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

Plan of Action	Achievements/Outcomes
Motivate students for offline regular classes	Students began attending regular offline classes after some initial hesitation
Appointment of Ad hoc staff	Appointment of Ad hoc staff as per requirement
To prepare and submit Institutional Development Plan (IDP)	Prepared and submitted Institutional Development Plan (IDP) successfully in Feb. 2023
To improve upon feedback forms	Decided to prepare Google forms for Alumni and students
To conduct Extension programs	NSS/NCC conducted various extension activities
To organize Induction meeting for newly admitted students of Semester 1	Organized Induction meeting for UG Semester 1 in July
Conduct University exams in accordance with Govt. Guidelines.	University exams were conducted according to the Govt. Guidelines
To organize sports and cultural activities	Organized Musical Day and Annual Day along with various sports activities

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY OF THE COLLEGE	16/02/2023

14. Whether institutional data submitted to AISHE

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	NAVJIVAN ARTS AND COMMERCE COLLEGE, DAHOD
• Name of the Head of the institution	Dr. B. C. CHAUDHARY
• Designation	OFFICIATING PRINCIPAL
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• Alternate e-mail address	chaudhary006@yahoo.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://navjivanac.com/aqar-new/AQAR%202021-22.pdf">http://navjivanac.com/aqar-new/AQAR%202021-22.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://navjivanac.com/aqar-new/Academic%20Calendar%202021-22.pdf">http://navjivanac.com/aqar-new/Academic%20Calendar%202021-22.pdf</a>				
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Cycle 2	B	2.18	2016	16/07/2016	15/07/2021
<b>6.Date of Establishment of IQAC</b>			01/07/2009		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	0	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			02		
• Were the minutes of IQAC meeting(s)			Yes		

and compliance to the decisions have been uploaded on the institutional website?	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<ul style="list-style-type: none"> <li>Motivate students for offline regular classes</li> <li>Preparation of Academic calendar and Time Table</li> <li>Appointment of Ad hoc staff</li> <li>Prepared and submitted Institutional Development Plan (IDP)</li> <li>Review and revise feedback forms and prepare Google forms to collect feedback from different stakeholders</li> <li>Organize cultural and sports activities</li> <li>Conduct University exams in accordance with Govt. Guidelines.</li> <li>Policy regarding collection and assessment of assignments.</li> <li>Admission policy</li> </ul>	
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To organize sports and cultural activities	Organized Musical Day and Annual Day along with various sports activities
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
GOVERNING BODY OF THE COLLEGE	16/02/2023
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022-23	15/02/2024
<b>15.Multidisciplinary / interdisciplinary</b>	



N.A.
<b>16.Academic bank of credits (ABC):</b>
N.A.
<b>17.Skill development:</b>
N.A.
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>
N.A.
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>
N.A.
<b>20.Distance education/online education:</b>
N.A.

### Extended Profile

<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>21</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1636</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>1218</b>

File Description	Documents
Data Template	<a href="#">View File</a>
2.3	1272
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	17
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	49
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	24
Total number of Classrooms and Seminar halls	
4.2	8.41
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	45
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and	

documented process

Our institution is affiliated to Shri Govind Guru University and follows the curriculum prepared by it. The faculty is highly qualified and dedicated and we have the following mechanism for well planned curriculum delivery:

- Preparation of academic calendar and time table
- Implementing the academic calendar.
- Commencing the classes in time.
- Adequate infrastructure to support class management.
- Timely appointment of visiting faculty.
- Motivating the staff towards better curriculum delivery.
- Briefing the students about the curriculum to be taught.
- Informing them about reference books, websites to be referred.
- Regular interaction between the Officiating Principal & HODs regarding the progress of the curriculum.

The college ensures that the stated objectives of curriculum are achieved through Class presentation, Assignment, Result analysis, Surprise test, Group discussion, Poetry Recitation, Project Work, Viva Voce, Regular attendance, regular monitoring of the classes and so on.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The State Govt prepares a uniform Academic Calendar for all and the University then frames its Academic Calendar accordingly for the affiliated colleges. Based on the above guidelines the Institution frames its Academic Calendar which mentions the time slots for curricular, co curricular, extra- curricular and extension activities. The Academic Calendar is reviewed and revised by the IQAC. The Time table Committee prepares the time table and the teachers prepare their respective teaching plans for effective and timely implementation of the subject. They also try to visualize the teaching methods and tools they would use. A list of reference books, websites and relevant links are also shared with the students which helps them in preparing their notes.

Assignments, presentations, group discussions, viva voce, regular attendance and monitoring of classes, internal exams etc. are conducted for continuous evaluation of the students. The assessment and evaluation work is completed in time and is fair and transparent. The results are cross checked, displayed on the notice boards, complains of the students if any are resolved and then only uploaded on the University portal.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

C. Any 2 of the above

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

## 1.2 - Academic Flexibility

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

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

02

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Several cross cutting issues relevant to ethics, gender, human values, environment etc. have been incorporated in the University

curriculum itself to sensitize the students and help in their development. Several Foundation Courses and Soft Skills like Personality Development, Gandhian Philosophy, Child Counselling, Time Management, Disaster Management, Presentation Skill, Stress Management, Communication Skills and courses like Commercial Communication promote professional ethics, human values, fundamental rights and duties.

Environmental Studies offered as Foundation Course is mandatory for all students. The activities like tree plantation, green campus - clean campus, plastic free campus are organized in the direction of environmental sustainability. NSS and NCC also promote moral values and ethics through their varied programs and camps. These activities help in some way or the other in capacity building and inculcating human values and ethics in the young mind. Gender equity is encouraged among the students by providing equal opportunities and access to available facilities and resources. Some texts in the curriculum especially in the languages - Hindi, English, Gujarati and Sanskrit also help to promote gender sensitivity and moral values. Thus the Institution tries to impart holistic education to the students through different activities and programs.

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

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

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above

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

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

1740

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

1534



File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students through their participation in academic and co curricular activities, classroom interactions, tests, presentations, group discussions, assignments, term-end exams, etc. The advanced and slow learners are identified on this basis.

The institution responds to the needs of these advanced learners by motivating them to secure better marks in internal and university exams, advice them to read extra reference books and visit relevant useful websites. The faculties also provide them study material and reference books to solve their problems. Such students are felicitated on the annual day for their achievements. They are also selected for students' council on the basis of their academic performance. They are encouraged to enrol for different distance education courses and appear for various public service exams.

Slow learners have difficulty in grasping concepts and struggle with retaining and understanding new concept. They need more time and repetition. They are helped by the teachers to revise some topics which seem difficult to them. The college takes special care to ensure the progress of slow learners by giving them extra time, coaching and material, so that they can overcome their difficulties.

They are motivated to take up certificate or diploma courses at the IGNOU and Dr. Babasaheb Ambedkar Open University. The ultimate strategy is to make them employable in the job market.

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

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

Number of Students	Number of Teachers
4430	17

File Description	Documents
Any additional information	No File Uploaded

**2.3 - Teaching- Learning Process**

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

To enhance the learning experiences of the students, the faculty members use interactive lecture methods, game based learning sessions, group discussions, role play, quiz, debate etc. PPTs are also used to make learning interesting. Various competitions are organised by the departments like poster making, poetry recitation, essay writing, elocution etc. which develop the students' confidence, creativity and improve their writing and speaking skills. They are provided study material, reference books and links and lists of useful websites, and are encouraged to access the e-content like SANDHAN, Shodh Ganga, SWAYAM, ePathashala to help in individual learning.

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

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

Whats App groups are created class and subject wise to communicate, share information, syllabus, study material, PPTs, video clippings, links, online quizzes, e-contents, assignments etc. The students are encouraged to use YouTube, email and zoom, and also suggested to watch movies/serials/ documentaries and educational videos based on prescribed text in different languages. Various departments use UGC-Network Resource Centre to prepare study material for the classes.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

17

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

### 2.4 - Teacher Profile and Quality

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

17

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

13

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

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

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

358

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The institution is affiliated to Shri Govind Guru University and follows its rules and guidelines. The Principal along with Exam Committee set the dates and prepare the timetable for Internal Exams. Question papers are set and printed according to the guidelines. Timetable and seating arrangements are shared with students well in time and are also displayed on the college notice board. In every term, internal exams are held and the assessment procedure is fair and transparent. The CCTV cameras are installed in every classroom to avoid malpractice in exams. The results are also displayed on the notice board and the students can lodge their complaints if any regarding the evaluation. All complaints are addressed and necessary action is taken well in time. There is provision for re test too. If due to any unavoidable circumstances a student could not appear in the regular internal exams, he can avail this facility.

Assignments, presentations and viva voce are also part of the

**evaluation process.**

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The Exam Committee along with the Principal ensures that the exams are held efficiently and on time according to the Govt. and University Academic calendar.

The dates and timetable are communicated well in advance through the college website, Whats App groups, and notice boards. Seating arrangements are also conveyed and displayed in the college for the convenience of the students.

The internal evaluation work is completed in time; the results are crosschecked and displayed on the notice boards, and college websites. If the students have any queries and complaints they can approach the administrative wing/faculty/Principal and get them solved. After all this process only the results are uploaded on University portal.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

**2.6 - Student Performance and Learning Outcomes**

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

The Institution has clearly stated learning outcome which is reflected in the vision and mission statements. The teaching, learning and assessment strategies include preparation of Academic calendar, counselling of students, teaching plans, continuous internal evaluation like assignments, presentations, tests, group discussion etc. Academic information and Exam related information and hall tickets are displayed on the college websites and Whats App groups.

The program and course outcomes aim at realization of human values, sense of social service, develop critical thinking, analysis and temper. The main objective is employability of the students in the job market. The students are briefed about the outcomes at the commencement of the term, usually during the Induction meeting and lectures. The faculty members are also made aware of it through the meetings and other communications so that they can make efforts to inculcate the expected knowledge and skills among the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Attainment of programme outcomes and course outcomes are evaluated by the Institution through internal evaluation system. The performance of the students in assignments, presentations, internal exams, group discussions, quizzes and tests etc. help to assess the conceptual understanding, subject related/specific knowledge, analytical thinking and writing skills. Participation of students in different curricular, co curricular, extracurricular activities as well as their performances and achievements in different sports, cultural and extension activities also give an idea about the attainment of programme outcomes and course outcomes in an informal manner. The concerned faculties give suggestions on the basis of these assessment measures to the students so that they can perform better. The university term end exams also reflect the learning outcome of the programs and courses.

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

2.6.3 - Pass percentage of Students during the year

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

976

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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

<http://navjivanac.com/agar-new/Student%20Feedback%20Analysis%202022-23.pdf>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

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

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

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

0

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

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year****3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

0

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

**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>



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

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

3

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

### 3.3 - Extension Activities

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

The NSS and NCC units organize awareness campaigns, cleanliness drives and several other programs to reach out to the neighbouring community. They try to educate rural people about the importance of health, hygiene and cleanliness. They talk about malnutrition, HIV, female foeticide, nature conservation etc. Students develop communication skill, conflict management, negotiation skills, time management and leadership skills through participation in extension activities. The following activities were undertaken:

- World Yoga Day
- Independence Day
- Republic Day
- Swachh bharat Abhiyan
- Fit India Movement - Poster Making and Elocution
- Nature Conservation- Tree Plantation
- Plastic Free India Drive
- Dengue Awareness Rally
- De Addiction Program - Elocution and Essay Writing
- Traffic Awareness Campaign - Poster Making
- NSS Annual Camp at Usarvan Primary School

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

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

0

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

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year****3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

12

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

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year****3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

722

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

0

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has adequate infrastructure and physical facilities for teaching learning - there are 21 Class rooms, Administrative office, 6 Departmental cabins, Staff room, NSS and NCC office, CWDC office and Principal's office. The library is well stocked and has more than 45000 books/ reference books. We have Girls' Common Room and a Reading Room which the students utilize in their free time. Two Distance Education Learning centres BAOU and IGNOU are there where the students enrol themselves for various certificate and degree courses. The Institution has Women's hostel, canteen and a Seminar hall and has enhanced its infrastructural facilities by installing CCTV cameras in the campus. Internet/ wifi, Smart board and projector are also available along with the Computer Lab which has 20 computers to facilitate teaching learning.

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

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

The Institution has adequate facilities for cultural activities, sports, games etc. we have a huge sports ground which is used for different outdoor sports like cricket, volley ball, kabaddi, khokho, hockey, football, etc. The Auditorium is used for co curricular as well as extracurricular activities. It can accommodate about 500 students. Yoga training and other gatherings are all organized there.

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

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart**

class, LMS, etc.

1

#### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

8.41

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Library is partially automated with SOUL 2.0.

The updation of SOUL 2.0 software to the latest SOUL 3.0 version of INFLIBNET is in process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>E. None of the above</b>
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
<b>1,58,976</b>	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
<b>140</b>	

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

### 4.3 - IT Infrastructure

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

The governing body has hired an agency on contract basis for the maintenance and updation of IT facilities. The Computer Lab has 20 Computers, wifi connectivity, Smart board and Projector. The campus has NAMO wifi provided by the Govt. of Gujarat. The college website is also updated periodically.

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

#### 4.3.2 - Number of Computers

64

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

### 4.4 - Maintenance of Campus Infrastructure

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

**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****8.41**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Annual maintenance contracts have been made with various agencies to maintain physical, academic and support facilities - library, sports, computers, printers, classrooms, departmental cabins, administrative wing, staff room, common rooms, office area etc. Dead stock register is regularly maintained. Stock verification of library books is done and outdated and worn out books, magazines and journals are weeded out. IT facilities are also maintained and checked regularly and all issues are resolved in time. CC TV cameras have been installed to ensure campus security and surveillance. Fire safety system has been installed and is maintained regularly. Furniture, fixtures and physical infrastructure is repaired; replaced and new ones are purchased/constructed as and when required.

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

**STUDENT SUPPORT AND PROGRESSION****5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the**



Government during the year	
3884	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>C. 2 of the above</b>

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

17

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

17

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

C. Any 2 of the above

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

## 5.2 - Student Progression

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

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

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

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

876

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

**government examinations) during the year****1**

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****11**

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

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

**Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities such as formation of Students' Council/ Students' representation on various bodies like NSS, NCC, CWDC, different Committees and Departmental Associations/ Groups. The students can meet the staff and Principal to discuss and resolve their concerns and issues.**

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

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

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

10

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

### 5.4 - Alumni Engagement

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

We have an Alumini Association but it is not registered.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The governance of the institution is reflective of and in tune with the vision and mission of the institution. The vision of our institution is overall development of our students and enables them to meet the challenges of life at national and global level. We wish to make tribal and weaker sections of our students more aware and uplift them. Education for all has been the motto and maximum students are given admission. Scholarships are available for most of our students as they come from the reserved categories. The objective is to provide value based higher education to the weaker section of the society, ensure equal opportunity for all and improve the chances of their employability.

The Institution is affiliated to Shri Govind Guru University and follows its guidelines along with those of Gujarat government and UGC. The Principal along with the help of IQAC, various Committees and staff members operates the college well. Policies regarding administration, finance, infrastructure, extension, curricular, cocurricular and extracurricular activities/ programs are planned and carried out. The students can also lodge their complain through the suggestion/complaint box also.

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

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

The Institution follows the policy of decentralization and participative management style through the involvement of all its stakeholders- the Principal, HODs, Coordinators of IQAC and other committees, office staff, support staff, parents and alumni in

policy formation and decision making.

For the smooth functioning of the Institution different committees are formed and coordinators are appointed. The major committees are - Admission Committee, Time table Committee, Library Committee, Examination Committee, Cultural Committee, Sports Committee, Discipline Committee, Anti Ragging Committee, UGC Committee, IQAC Committee, NAAC Committee. All of them work independently and report to the Principal. The inputs and suggestions from all the stakeholders are taken before framing and executing any policy.

All the staff members are involved in one or the other committee and the coordinator of each assigns responsibility to the members for decentralization of work. The HODs take care of the planning and execution of curricular, co curricular and extracurricular activities. They are given autonomy in matters like allotment of workload, syllabus, papers and other departmental responsibilities.

The office staff looks after administrative and financial matters like admissions, correspondence, scholarships, salary, enrolment, exams and so on.

The Exam Committee ensures that the Internal and University Term End Exams are conducted smoothly. Students' Council organizes various co curricular and extracurricular activities and also looks after the interests of the students' community. The Institution collaborates with different sections/ departments, staff and stakeholders to improve the quality of education through meetings and personal contacts.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ perspective plan has been carefully decided and some initiatives have been undertaken. They are

- Thrust on research activities- to motivate the staff for

major and minor research projects. Write and get published their articles/ papers in reputed and UGC care list journals.

- Work on library automation like cataloguing and circulation, to improve the efficiency of library and provide better access to information.
- To update SOUL 2.0 (partial) software to the latest SOUL 3.0 version of INFLIBNET.
- Sign MoUs with different organizations, institutes and NGOs.
- Augment ICT facilities.
- Procure e- resources
- To complete the construction of gym
- Improve feedback from different stakeholders

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

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution is governed by Dahod Anaj Mahajan Sarvajanic Education Society. The day to day administration work is carried out by the Incharge Principal with the help of HODs, staff members and various committees. IQAC helps to initiate students and staff related quality enhancement programs to assist in their empowerment. Admission is given on the basis of merit and government policies. The students are guided to avail government scholarships. The institution follows the rules laid down by government of Gujarat and the affiliating Shri Govind Guru University. Appointments are made by the government but the governing body appoints and bears the expenses of the visiting faculties. Grievance Redressal Cell/ CWDC deal with all the complains and try to bring about a solution in an amicable manner.



File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The institution has a credit society which facilitates teaching and non teaching staff by providing loans and other banking facilities.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

0

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

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

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

2

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

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

There is no formal performance appraisal system for teaching and non teaching staff. However, performance of faculty members under Career Advancement Scheme (CAS) is carried out under Teaching, Learning, Evaluation, Curricular, Extension, Professional Development and Research contribution by the IQAC. They are evaluated/ assessed with the help of Performance Based Appraisal System (PBAS) as per the guidelines of the UGC and affiliating University. API calculation and evaluation of faculty members who have applied for CAS or have completed their probation period of 5 years is practiced regularly.

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

#### 6.4 - Financial Management and Resource Mobilization

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

The institution conducts internal audit with the help of CA appointed for the college. There is annual government account audit too.

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

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

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

0

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

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

The institution receives most of the funds from UGC and State government which is utilized optimally. The self finance unit is managed by the governing body through the fees collected.

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

### 6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) has been constituted according to the norms and guidelines of NAAC. In each semester a meeting is held to review the existing policies and frame new ones according to the need. These are generally related to admission

teaching learning student support facilities, infrastructure, library, exams, results etc. Efforts are made to take action on relevant suggestions given by the members and stakeholders to improve the quality of education and overall development of students and staff. Curricular, co curricular and extracurricular activities organized during the year are documented. The AQAR is prepared and submitted to NAAC. It also motivates the faculty members for, outreach programmes, publication, research work, seminars, webinars, FDPs etc. This year it was decided to prepare Google forms for students and Alumni. Institutional Development Plan (IDP) was also prepared and submitted.

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

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

The IQAC- Internal Quality Assurance Cell was established on July 1, 2009 as per the rules and guidelines of NAAC. It conducts two meetings every year to plan and review different quality measures.

Teaching Learning process is monitored and reviewed through curricular activities like teaching plans, study material, syllabus completion, assignments, internal exams etc. Different co curricular, extracurricular and extension activities conducted are reassessed and used for improvement.

This year after review the feedback from students it was decided to prepare google forms for all the stakeholders.

It was also decided to work in the direction of library automation and ICT facilities and procurement of e- resources.

Periodic meetings are held with different stakeholders, members, governing body, teaching staff, parents, alumni and office staff regarding academic and administrative policies.

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

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

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The Institution tries to promote gender equity in many ways. The number of female students/staff is quite good and in some departments they are in majority. A good number of committees are headed by female staff and so is the Students' Union.

Almost 90 CC TV cameras have been installed in the campus for constant surveillance and there are security guards too for the safety of the students and staff. The Discipline Committee and Anti Ragging Committee are there to check/prevent misconduct, indiscipline or eve teasing. Disciplinary action is taken against all unlawful conduct. Both staff and students use Identity Cards

on the college campus. To promote gender equity efforts are made to develop every student according to his/her potential.

The Institution with its CWDC organizes different programs like expert talks, essay competitions, debates, poster making, legal awareness programmes and self defence programs etc. for the promotion of gender equity and women empowerment. Girls can approach the Grievance Redressal Cell and CWDC if they have any problem in the campus.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

E. None of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- Cleanliness drives and efforts to keep the campus plastic and litter free have helped in sensitizing the students and staff and maintaining cleanliness.
- Dustbins are kept at places to collect waste.
- E-waste management: To minimize e waste computers are repaired and reused and obsolete ones are disposed off through e waste recyclers.
- Waste recycling system: The other scrap material including

waste paper are given to the scrap dealer for recycling.

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

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

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

E. None of the above

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

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the**

E. None of the above



**following 1.Green audit 2. Energy audit  
3.Environment audit 4.Clean and green  
campus recognitions/awards 5. Beyond the  
campus environmental promotional activities**

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

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

**D. Any 1 of the above**

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

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

**The students of our institution come from diverse socio economic**

back ground. To provide all inclusive environment moral values and ethics are emphasized. Tolerance and harmony towards cultural, linguistic, communal, socio-economic and other diversities are promoted by organizing different events, celebrating major festivals and commemorative days. National festivals like Independence Day and Republic Day are celebrated to foster patriotism and unity and also to remember our great national heroes and martyrs. Vivekananda Jayanti- 12th January is celebrated as National Youth Day. International Day of the World's Indigenous People (World Tribal Day) is observed to promote and protect the rights and honour the distinct culture, language and social contribution of tribal populace. World Yoga Day, Gandhi Jayanti, Guru Purnima, Teachers' Day, Raksha Bandhan, International Women's Day are also celebrated.

Patriotic song competition, Navratri- Garaba, Janmashtami- Matkifod programs are organized to inculcate the spirit of acceptance, cooperation, empathy, integrity, solidarity, friendship and peace.

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

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

The institution lays stress on moral values and ethic to sensitize students and employees. To inculcate the spirit of constitutional obligations: values, rights, duties and responsibilities of citizens the Institution celebrates important national festivals like Independence Day, Republic Day, Gandhi Jayanti, Vivekananda Jayanti, Guru Purnima, Teachers' Day, World Tribal Day, Hindi Day, Raksha Bandhan, and International Women's Day. Patriotic song

Competition, Navratri - Garba, Janmashtami - Matkifod, World Yoga Day are also organized to inculcate the spirit of tolerance, harmony and justice among the students. In the Induction meeting the students are informed about the policies and rules and regulations of the Institution and the University. Efforts are made to inculcate the spirit of social service in the students and provide them value based education.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded
<b>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</b>	<b>D. Any 1 of the above</b>
File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded
7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals	
<p><b>Birth and death anniversaries of great personalities are celebrated to inculcate the feelings of nationalism, brotherhood, pride in our rich cultural heritage and national heroes. National festivals like Independence Day and Republic Day are celebrated with great enthusiasm. Gandhi Jayanti is commemorated as cleanliness week. Vivekananda Jayanti - 12th January is observed as National Youth Day. International Women's Day is celebrated to glorify the achievements, contribution and accelerate the progress and empowerment of women.</b></p>	

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

## 7.2 - Best Practices

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

1. **Title of the Practice:** EDUCATION FOR ALL
2. **Goal:** The objective of college is to give maximum admission to ST/SC/OBC/Female students.
3. **The Context:** The College is situated in a tribal belt which has a very high concentration of tribal students who need higher education to improve their quality of life.
4. **The Practice:** The College follows the guidelines of the affiliating University in giving admission to the students and maximum thrust is on ST students.
5. **Evidence of Success:** The ST and economically backward students from remote and tribal areas have been benefited by this practise. It has also helped them in improving their overall personality and quality of life.

Due to higher education they are able to get the state and central government jobs reserved for them.

1. **Problems encountered and resources required:** In spite of recent recruitment in there is still a shortage of teaching faculty and office Staff. The present teaching and non-teaching staff is insufficient for the college of our size.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

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

The vision of our institution is to aim at overall development of our students and inculcate the spirit of responsibility and social service in them. One of the major challenges in tribal areas is lack of access to schools and colleges. The Governing body established this Institution in June 1964 with the primary purpose of providing affordable higher education to the weaker and under privileged sections of the society. At present it is the oldest and most reputed college of the district. Maximum admission is made available to ST/SC/OBC/Female students following the government guidelines.

The college is situated in rural tribal belt with very high concentration of tribal students who need higher education to improve the quality of their life. The aim is to provide them affordable education, inspire and encourage them and focus on their progress so that they can be self sufficient. Education helps not only in the economic development of disadvantaged sections but also helps them in meeting the challenges of life.

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

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

- Active participation in placement programs
- Emphasis on quality work
- Motivate faculty for Major and Minor Research Projects
- Encourage faculty to attend and present papers at Seminars, Conferences and Workshops
- Implement NEP for UG Semester I as per University guidelines.
- Finishing School Training Program for more students
- Rubella Vaccination
- Strengthen ICT enabled teaching learning
- Strengthen Library facilities- to update the SOUL 2.0 software to the latest SOUL 3.0 version of INFLIBNET
- To begin in-house research journal with ISSN.