



## YEARLY STATUS REPORT - 2023-2024

### Part A

#### Data of the Institution

##### 1.Name of the Institution

Government Arts College,  
Maninagar, Ahmedabad

- Name of the Head of the institution **Dr. Namita Sharma**
- Designation **Principal, GES-I**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **07922932516**
- Mobile No: **09825190423**
- Registered e-mail **info@gacmaninagar.com**
- Alternate e-mail **namitaparimal@hotmail.com**
- Address **Shree K.K. Shastri Educational  
Campus, Khokhra Road, Maninagar  
(EAST)**
- City/Town **Ahmedabad**
- State/UT **Gujarat**
- Pin Code **380008**

##### 2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Semi-Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Gujarat University**
- Name of the IQAC Coordinator **Dr. Pinal Doshi**
- Phone No. **9825443007**
- Alternate phone No. **07922932516**
- Mobile **9825443007**
- IQAC e-mail address **iqacgacmaninagar@gmail.com**
- Alternate e-mail address **pinaldoshi1973@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<https://www.gacmaninagar.com/includes/pages/aqar-2022-23.pdf>

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

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.gacmaninagar.com/includes/downloads/academic-calander-2023-24.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.39</b>	<b>2019</b>	<b>15/06/2019</b>	<b>14/06/2024</b>

**6. Date of Establishment of IQAC**

**03/07/2015**

**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>Institutional 1</b>	<b>Salary (C-1)</b>	<b>Government of Gujarat</b>	<b>2023-24</b>	<b>44485076</b>
<b>Institutional 1</b>	<b>Contingency (C-2)</b>	<b>Government of Gujarat</b>	<b>2023-24</b>	<b>1235271</b>
<b>Institutional 1</b>	<b>Maintenance -Professiona</b>	<b>Government of Gujarat</b>	<b>2023-24</b>	<b>1102879</b>

	1 Services (C-3)			
Institutional	Merit Scholarship (C_4)	Government of Gujarat	2023-24	5000
Institutional	Interest for Higher Pay (C_5)	Government of Gujarat	2023-24	106222
Institutional	Finishing School	Government of Gujarat	2023-24	0
Institutional	Saptdhara	Government of Gujarat	2023-24	600000
Institutional	Udisha Placement	Government of Gujarat	2023-24	750000
Institutional	Udisha Mega Placement Camp	Government of Gujarat	2023-24	74815
Institutional	Security Service	Government of Gujarat	2023-24	903642
Institutional	Cleaning Service	Government of Gujarat	2023-24	1660253
Institutional	SSIP	Government of Gujarat	2023-24	600
Institutional	Aazadi ka Amrut Mahotsav	Government of Gujarat	2023-24	12000
Institutional	Panch Prakalp	Government of Gujarat	2023-24	12000
Institutional	NSS	Government of Gujarat	2023-24	86000
Institutional	RUSA 1.0 Comp. 9	Government of Gujarat	2023-24	1540
Institutional	SQAC	Government of Gujarat	2023-24	44073
Institutional	SETU	Government of Gujarat	2023-24	64859

**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** **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- 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?** **Yes**

- If yes, mention the amount **Rs. 50000 from SQAC**

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

1) Prepared strategies and did planning of academic, co-curricular and extracurricular activities to be carried out in the college for the year 2023-24 as per the guidelines of NEP 2020 and keeping in view previous year's feedback in coordination with various department heads, committee heads and SRC students under the guidance of the head of the institute for quality enhancement and sustenance. 2) Organized number of Orientations, planning and training sessions with academic and administrative staff members for successful implementation of the guidelines of NEP 2020 in the institute to promote holistic academic excellence and a multidisciplinary, equitable, affordable and accessible quality education. 3) Planning and Organization of training programmes and Short Term Certificate Courses for students viz 'Yog Trainer' Training of 100 hours in collaboration with Gujarat State Yog Board, Co operation Training of 30 hours (Seven Days) in collaboration with Gujarat State Co Operative Union, and 90 hours Certificate Course in Self Defence. 4) Successfully Planned and provided guidance for Organization of Various Skill Enhancement and Employability Building Training Programmes viz Training of 100 hours for Developing Employability skills and make students industry ready in

collaboration with TCS, Workshop and training to make Glass Paintings and flower Making, Training for Competitive Exams and English Communicative Skills. 5) Encouraged students and faculty members to pursue research and innovation in the college by creating a conducive environment and research infrastructure as well as strengthened the Innovation Club and SSIP Cell to promote an innovative and critical mindset in students. Promoting updation of research infrastructure viz. Boosting up faculty members for publication of research papers and books, participation in Faculty Development programmes and planning to organize FDP in the institute, Enrichment of library resources, N List Subscription, updated computers, printers and 24 hour speedy wifi network 6) Planned and provided guidance to NSS and Eco Club in organizing various activities related to community service and ecological concerns to instill a sense of social responsibility and environment conservation in students. 7) Motivated and guided Collegiate Women's Committee(CWDC) and Sexual Harassment Cell of the college to plan and organize various events and activities related to gender sensitization and women empowerment and ensure safety and welfare of Girls students, female staff members as well as of the women residing in the neighbouring areas. 8) Signed MOUs with various organizations to provide practical, hands on training to students which would help them to become industry ready as well as develop concern towards ecological and social issues prevalent in the society. (10) Drafting and Writing of AQAR as per the prescribed format and its guidelines.

**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
<p>1)Prepared strategies and did planning of academic, co-curricular and extracurricular activities to be carried out in the college for the year 2023-24 as per the guidelines of NEP 2020 keeping in view previous year's feedback from stake holders in coordination with various department heads, committee heads and SRC students under the guidance of the head of the institute for quality enhancement and sustenance</p>	<p>Guided and encouraged different departments and committees in organizing academic, co-curricular and extra curricular activities in the institute during the year in accordance with the planning and strategies prepared by the head of the institute and IQAC keeping in view NEP 2020 Guidelines, Gujarat University academic calendar and review from stake holders</p>
<p>2)To Organize Orientations, planning and training sessions for academic and administrative staff members as well as students for successful implementation of the guidelines of NEP 2020 in the institute to promote holistic academic excellence and a multidisciplinary, equitable, affordable and accessible quality education</p>	<p>Organized Orientation and Training sessions for academic, administrative staff as well as students to provide them with detailed information about the steps and measures to be taken for for successful implementation of the guidelines of NEP 2020 in the institute . Discussed the new Credit structure, new subjects and papers and the new assessment and evaluation system as per NEP 2020 with the academic, administrative staff and students. Guided the staff and students towards creation of ABC IDs and registration on digi locker to ensure smooth functioning of multiple and flexible entry and exit system.</p>
<p>3)Planning of Short Term Certificate Courses for students</p>	<p>(1) Successful Organization of Short Term Certificate Courses for students viz 'Yog Trainer' Training of 100 hours in collaboration with Gujarat State Yog Board from 31-7-2023 to 5-8-2023, (2) Co operation Training of 30 hours(Seven Days)</p>

	<p>in collaboration with Gujarat State Co operative Union from 3-7-2023 to 8-7-2023, (3).90 hours Certificate Course in Self Defence from 8-2-2024 to 15-2-2024</p>
<p>4)Organize Various Skill Enhancement and Capacity and Employability Building Training Programmes</p>	<p>1.Organized training programme for preparation of Competitive exams from 19-12-2023 to 11-1-2024 (2) 90 Hours Training programme on Soft Skills and Personality Development in collaboration with TCS to make students industry ready from 23-8-2023 to 23-9-2023 (3) Workshop for training Students for Cambridge English Exam conducted by Scope (Gujarat State) on 6-1-2024 (4) Glass Painting and Flower Making Workshop from 4-2-2024 to 12-2-2024</p>
<p>5) Promotion of Research and Innovation - Encourage students and faculty members to pursue research and innovation in the college by creating a conducive environment and research infrastructure</p>	<p>1. Encouraged faculty members and students to participate in FDPs, seminars, conferences and publication of their research work 3) Lecture on motivating students and making them understand the journey of startups by the director of the start up- 'Simply Salad', (3) Online expert lecture on awareness and implementation of Innovation and SSIP Policy 2.0 (4) Publication of books and research articles by faculty members</p>
<p>6) Carried out various activities under MOU with Dhirubhai Ambani Institute of Information and Communication Technology for faculty Exchange Programme (2) Activities under MOU with Government Science</p>	<p>(1) Plastic Free Campus Drive (2) Lectures for creating awareness towards environment conservation and green energy initiatives (3) Seeds Ball distribution (4) Organization of Interactive Sessions between</p>

<p>College (Department of Environment Science College for Environment Awareness and Conservation</p>	<p>Innovation Club students and SSIP cell of DAIIT for providing motivation and guidance to students for starting their own start ups</p>
<p>7) Community and Social Service</p>	<p>(1) Social and Community Services viz Visit old age homes, Hospitals and distribution of clothes, chappals, toys and books to the needy, plantation drives, cleanliness campaigns, blood donation camp, deaddiction drives, bee hive organic farming etc.</p>
<p>8) Ecological Concerns</p>	<p>The college has an active Eco Club which carries out various activities through out the year to maintain a green campus and create awareness in students about ecological concerns and environment conservation. 1) Tree Plantation Drive in the campus 2) Workshop and training regarding Bee Hive Organic Farming 3) Plastic free Campus drive 4) Lectures regarding environment conservation and ecological concerns (4) Seeds Ball Distribution</p>
<p>9) Activities under Language and Literature Club by Department of English</p>	<p>Department of English has launched a ' Language and Literature Club' for college students. This Club is run by students under the guidance of the faculties of Department of English. The club arranges interactive, Group Discussion sessions every alternate Saturdays to increase English language proficiency of the students. It also conducts lectures, presentations, book reading and movie watching</p>

	<p>sessions to familiarize students with classics of English Literature and remain updated with latest trends in literature. (1) Movie screening of the movie 'Old Man and the Sea', Twelfth Night, Robinson Crusoe, Othello (2) Group Discussions and Presentations on current topics in English (3) English Conversation in English (4) Book Reading Sessions</p>
10) Saptdhara	<p>Various cultural and sports programmes, activities and competitions are held in the college throughout the year under the aegis of Saptdhara. The seven streams ensures that students grow in their chosen extracurricular field while at the same time providing ample opportunity to the students to hone their hidden talents.</p>
11) Teacher's Day Celebration	<p>To honour the memory of late Sri Sarvepalli Radhakrishnan, the exercise prepares students to improve upon their subject knowledge and learn teaching skills and also develop leadership qualities.</p>
12) Expert Lectures	<p>1) Each department was asked to invite at least one subject expert so that knowledge may be widened beyond the horizons of regular teaching</p>
13) Gender Sensitization, Women Empowerment and Employment Opportunities for Women : Programmes and activities related to Development of Girls Students and female staff, safeguarding their safety and security and creating awareness	<p>Under the aegis of CWDC and SETU Cell various activities are conducted in the college for Gender Sensitization, women empowerment and providing employment opportunities to women 1) Seminar on POSH and POCSO on 20-9-2023 (2) Self</p>

<p>towards health, fitness and hygiene</p>	<p>Defence Workshop on 8-2-2024 to 15-2-2024 (3) Glass Painting and Flower Making Workshop from 4-2-2024 to 12-2-2024 (3) Seminar on Gender Sensitization and Women Empowerment, Health and Nutrition of women on 2-2-2024 in collaboration with SETU (4) Awareness programme towards Gender Sensitization on 26-2-2024 under SETU</p>
<p>14) Organization of State Level Essay Writing on current affairs, Story Writing and Poem Writing Competition</p>	<p>Students get an opportunity to polish their creative writing skills as well as remain updated with current affairs and simultaneously compete with students from all over the state. (1) Shri K. K. Shastri Vijay Padma State Level Essay Writing Competition organized on 1-1-2024 to 31-1-2024 (2) State level Story and Poem Writing Competitions was organized</p>
<p>15) Field Trips and Heritage Tours</p>	<p>(1) Industrial Visit to Aashima Textiles (2) Study tour to Gujarat State Co operative Union (3) Students were taken on a visit to Sardar Patel Smarak, Ahmedabd as well as to the 'Adalaj ni Vav' so that they may understand the rich architecture and culture of Gujarat while a visit to Lalbhai Dalpatbhai Centre of Indology and the Library and Museum at Koba, a treasure house of rare manuscripts, books and artifacts of India was also undertaken. (4) Study tour to ISRO, Ahmedabad on 19-10-2023 to update our students with Indian Space Programmes (5) Field Trip to Vibrant Gujarat Summit, 2023-24 at Gandhinagar on ,</p>

Mental Hospital Study Visit by  
Psychology Department on  
25-9-2023

16) Seminars and Workshops

Seminars and Workshops were organized for updating the students with latest trends in Humanities and Social Sciences, for creating awareness in them towards Gender Sensitization, Safety and Security of Girl Students and Female Employees as well as motivate them towards innovative, research oriented and outcome based approach as well as encourage them towards social and community Services

(1) Scope Seminar titled ' English Language and Academic Study' was organized by the Department of English in collaboration with SCOPE (Society for Creation of Proficiency in English Language) on 19th July 2023 to make students understand the importance of English Language in the global world as well as help them increase their English Language Proficiency (2) Seminar on Gender Sensitization and Women Empowerment, Health and Nutrition of women on 2-2-2024 in collaboration with SETU (3) Seven Days Workshop on Co operation in collaboration with Gujarat State Co operative Union from 3-7-2023 to 8-7-2023(4) Unfolding Entrepreneur's Journey by the directors of the Shark India funded startup - 'Simply Salad' on 22-2-2024 (5) Self Defence Workshop on 8-2-2024 to 15-2-2024 (6) Glass Painting and Flower Making Workshop from 4-2-2024 to 12-2-2024 (7)

	<p>Seminar on POSH and POCSO on 20-9-2023 (8) Seminar on Bee Hive Keeping, Organic Farming on 17-10-2023 by Shri Nikhil Prajapati</p>
17) Book Club and Movie Club	<p>Planning and Motivation for conducting Activities related to Book Club and Movie Club (1) A Book Club has been launched by Department of Gujarati to provide students an opportunity to familiarize themselves with the classics of Gujarati Literature and World Literature. Book Reading Sessions and Book Exhibitions were organized in the institute. A Movie Club is also run by the Gujarati Department under which motivational movies, movies related to gender sensitization, women empowerment, ecological concerns, and film adaptations of world classics were screened.</p>

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	Government Arts College, Maninagar, Ahmedabad
• Name of the Head of the institution	Dr. Namita Sharma
• Designation	Principal, GES-I
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07922932516
• Mobile No:	09825190423
• Registered e-mail	info@gacmaninagar.com
• Alternate e-mail	namitaparimal@hotmail.com
• Address	Shree K.K. Shastri Educational Campus, Khokhra Road, Maninagar (EAST)
• City/Town	Ahmedabad
• State/UT	Gujarat
• Pin Code	380008
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Gujarat University

• Name of the IQAC Coordinator	Dr. Pinal Doshi				
• Phone No.	9825443007				
• Alternate phone No.	07922932516				
• Mobile	9825443007				
• IQAC e-mail address	iqacgacmaninagar@gmail.com				
• Alternate e-mail address	pinaldoshi1973@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.gacmaninagar.com/includes/pages/aqar-2022-23.pdf">https://www.gacmaninagar.com/includes/pages/aqar-2022-23.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="https://www.gacmaninagar.com/includes/downloads/academic-calander-2023-24.pdf">https://www.gacmaninagar.com/includes/downloads/academic-calander-2023-24.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.39	2019	15/06/2019	14/06/2024
<b>6.Date of Establishment of IQAC</b>			03/07/2015		
<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	
Institutional	Salary (C-1)	Government of Gujarat	2023-24	44485076	
Institutional	Contingency (C-2)	Government of Gujarat	2023-24	1235271	
Institutional	Maintenance -Professional Services (C-3)	Government of Gujarat	2023-24	1102879	
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	(C_4)			
Institutional	Interest for Higher Pay (C_5)	Government of Gujarat	2023-24	106222
Institutional	Finishing School	Government of Gujarat	2023-24	0
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**8. Whether composition of IQAC as per latest NAAC guidelines**

Yes

- Upload latest notification of formation of

[View File](#)

IQAC		
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<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>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	<b>Rs. 50000 from SQAC</b>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1) Prepared strategies and did planning of academic, co-curricular and extracurricular activities to be carried out in the college for the year 2023-24 as per the guidelines of NEP 2020 and keeping in view previous year's feedback in coordination with various department heads, committee heads and SRC students under the guidance of the head of the institute for quality enhancement and sustenance. 2) Organized number of Orientations, planning and training sessions with academic and administrative staff members for successful implementation of the guidelines of NEP 2020 in the institute to promote holistic academic excellence and a multidisciplinary, equitable, affordable and accessible quality education. 3) Planning and Organization of training programmes and Short Term Certificate Courses for students viz 'Yog Trainer' Training of 100 hours in collaboration with Gujarat State Yog Board, Co operation Training of 30 hours(Seven Days) in collaboration with Gujarat State Co Operative Union, and 90 hours Certificate Course in Self Defence. 4) Successfully Planned and provided guidance for Organization of Various Skill Enhancement and Employability Building Training Programmes viz Training of 100 hours for Developing Employability skills and make students industry ready in collaboration with TCS, Workshop and training to make Glass Paintings and flower Making, Training for Competitive Exams and English Communicative Skills. 5) Encouraged</p>		

students and faculty members to pursue research and innovation in the college by creating a conducive environment and research infrastructure as well as strengthened the Innovation Club and SSIP Cell to promote an innovative and critical mindset in students. Promoting updation of research infrastructure viz. Boosting up faculty members for publication of research papers and books, participation in Faculty Development programmes and planning to organize FDP in the institute, Enrichment of library resources, N List Subscription, updated computers, printers and 24 hour speedy wifi network 6) Planned and provided guidance to NSS and Eco Club in organizing various activities related to community service and ecological concerns to instill a sense of social responsibility and environment conservation in students. 7) Motivated and guided Collegiate Women's Committee(CWDC) and Sexual Harassment Cell of the college to plan and organize various events and activities related to gender sensitization and women empowerment and ensure safety and welfare of Girls students, female staff members as well as of the women residing in the neighbouring areas. 8) Signed MOUs with various organizations to provide practical, hands on training to students which would help them to become industry ready as well as develop concern towards ecological and social issues prevalent in the society. (10) Drafting and Writing of AQAR as per the prescribed format and its guidelines.

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<p>2) To Organize Orientations, planning and training sessions for academic and administrative staff members as well as students for successful implementation of the guidelines of NEP 2020 in the institute to promote holistic academic excellence and a multidisciplinary, equitable, affordable and accessible quality education</p>	<p>Organized Orientation and Training sessions for academic, administrative staff as well as students to provide them with detailed information about the steps and measures to be taken for successful implementation of the guidelines of NEP 2020 in the institute. Discussed the new Credit structure, new subjects and papers and the new assessment and evaluation system as per NEP 2020 with the academic, administrative staff and students. Guided the staff and students towards creation of ABC IDs and registration on digi locker to ensure smooth functioning of multiple and flexible entry and exit system.</p>
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<p>6) Carried out various activities under MOU with Dhirubhai Ambani Institute of Information and Communication Technology for faculty Exchange</p>	<p>(1) Plastic Free Campus Drive (2) Lectures for creating awareness towards environment conservation and green energy initiatives (3) Seeds Ball</p>

<p>Programme (2) Activities under MOU with Government Science College (Department of Environment Science College for Environment Awareness and Conservation</p>	<p>distribution (4) Organization of Interactive Sessions between Innovation Club students and SSIP cell of DAIIT for providing motivation and guidance to students for starting their own start ups</p>
<p>7) Community and Social Service</p>	<p>(1) Social and Community Services viz Visit old age homes, Hospitals and distribution of clothes, chappals, toys and books to the needy, plantation drives, cleanliness campaigns, blood donation camp, deaddiction drives, bee hive organic farming etc.</p>
<p>8) Ecological Concerns</p>	<p>The college has an active Eco Club which carries out various activities through out the year to maintain a green campus and create awareness in students about ecological concerns and environment conservation. 1) Tree Plantation Drive in the campus 2) Workshop and training regarding Bee Hive Organic Farming 3) Plastic free Campus drive 4) Lectures regarding environment conservation and ecological concerns (4) Seeds Ball Distribution</p>
<p>9) Activities under Language and Literature Club by Department of English</p>	<p>Department of English has launched a ' Language and Literature Club' for college students. This Club is run by students under the guidance of the faculties of Department of English. The club arranges interactive, Group Discussion sessions every alternate Saturdays to increase English language proficiency of the students. It also conducts</p>

	lectures, presentations, book reading and movie watching sessions to familiarize students with classics of English Literature and remain updated with latest trends in literature. (1) Movie screening of the movie 'Old Man and the Sea', Twelfth Night, Robinson Crusoe, Othello (2) Group Discussions and Presentations on current topics in English (3) English Conversation in English (4) Book Reading Sessions
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12) Expert Lectures	1) Each department was asked to invite at least one subject expert so that knowledge may be widened beyond the horizons of regular teaching
13) Gender Sensitization, Women Empowerment and Employment Opportunities for Women : Programmes and activities related to Development of Girls	Under the aegis of CWDC and SETU Cell various activities are conducted in the college for Gender Sensitization, women empowerment and providing

<p>Students and female staff, safeguarding their safety and security and creating awareness towards health, fitness and hygiene</p>	<p>employment opportunities to women 1) Seminar on POSH and POCSO on 20-9-2023 (2) Self Defence Workshop on 8-2-2024 to 15-2-2024 (3) Glass Painting and Flower Making Workshop from 4-2-2024 to 12-2-2024 (3) Seminar on Gender Sensitization and Women Empowerment, Health and Nutrition of women on 2-2-2024 in collaboration with SETU (4) Awareness programme towards Gender Sensitization on 26-2-2024 under SETU</p>
<p>14) Organization of State Level Essay Writing on current affairs, Story Writing and Poem Writing Competition</p>	<p>Students get an opportunity to polish their creative writing skills as well as remain updated with current affairs and simultaneously compete with students from all over the state. (1) Shri K. K. Shastri Vijay Padma State Level Essay Writing Competition organized on 1-1-2024 to 31-1-2024 (2) State level Story and Poem Writing Competitions was organized</p>
<p>15) Field Trips and Heritage Tours</p>	<p>(1) Industrial Visit to Aashima Textiles (2) Study tour to Gujarat State Co operative Union (3) Students were taken on a visit to Sardar Patel Smarak, Ahmedabd as well as to the 'Adalaj ni Vav' so that they may understand the rich architecture and culture of Gujarat while a visit to Lalbhai Dalpatbhai Centre of Indology and the Library and Museum at Koba, a treasure house of rare manuscripts, books and artifacts of India was also undertaken. (4) Study tour to</p>

	<p>ISRO, Ahmedabad on 19-10-2023 to update our students with Indian Space Programmes (5) Field Trip to Vibrant Gujarat Summit, 2023-24 at Gandhinagar on , Mental Hospital Study Visit by Psychology Department on 25-9-2023</p>
<p>16) Seminars and Workshops</p>	<p>Seminars and Workshops were organized for updating the students with latest trends in Humanities and Social Sciences, for creating awareness in them towards Gender Sensitization, Safety and Security of Girl Students and Female Employees as well as motivate them towards innovative, research oriented and outcome based approach as well as encourage them towards social and community Services (1) Scope Seminar titled ' English Language and Academic Study' was organized by the Department of English in collaboration with SCOPE (Society for Creation of Proficiency in English Language) on 19th July 2023 to make students understand the importance of English Language in the global world as well as help them increase their English Language Proficiency (2) Seminar on Gender Sensitization and Women Empowerment, Health and Nutrition of women on 2-2-2024 in collaboration with SETU (3) Seven Days Workshop on Co operation in collaboration with Gujarat State Co operative Union from 3-7-2023 to 8-7-2023(4) Unfolding</p>

	<p>Entrepreneur's Journey by the directors of the Shark India funded startup - 'Simply Salad' on 22-2-2024 (5) Self Defence Workshop on 8-2-2024 to 15-2-2024 (6) Glass Painting and Flower Making Workshop from 4-2-2024 to 12-2-2024 (7) Seminar on POSH and POCSO on 20-9-2023 (8) Seminar on Bee Hive Keeping, Organic Farming on 17-10-2023 by Shri Nikhil Prajapati</p>
<p>17) Book Club and Movie Club</p>	<p>Planning and Motivation for conducting Activities related to Book Club and Movie Club (1) A Book Club has been launched by Department of Gujarati to provide students an opportunity to familiarize themselves with the classics of Gujarati Literature and World Literature. Book Reading Sessions and Book Exhibitions were organized in the institute. A Movie Club is also run by the Gujarati Department under which motivational movies, movies related to gender sensitization, women empowerment, ecological concerns, and film adaptations of world classics were screened.</p>
<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	<p>Nil</p>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<p>Name</p>	<p>Date of meeting(s)</p>
<p>Nil</p>	<p>Nil</p>

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2023-24	29/10/2024

**15. Multidisciplinary / interdisciplinary**

As per the guidelines of NEP 2020 and the guidance of Education Department, Our College is one of the first colleges of Gujarat to become a part of cluster of colleges formed at K. K. Shastri Educational Campus namely - 'K. K. Shastri Government Colleges Confederation' to offer accessible, equitable and affordable state of the Art academic facilities and varied multidisciplinary subject options and skill enhancement courses to students based on their needs, interests and talents by pooling the resources available. The institute also made efforts to sensitize faculty members and through them acquaint students towards the importance of multidisciplinary education in today' s world. The IQAC and NEP Implementation Committee held brainstorming sessions with the heads of different departments for planning various multidisciplinary courses. Our institute has successfully started various Multidisciplinary and interdisciplinary courses (MDC/IDC) in Sanskrit, Gujarati, Economics, Psychology, and Indian Culture of 4 credits . Economics Department held Co-operative Course in collaboration with Gujarat State Co operative Union. The college also successfully conducted Yoga Trainer Certificate Course of 100 hours in collaboration with Gujarat State Yog Board. A 90 hour Training Workshop on Glass Painting and Flower Making was also conducted this year.

**16. Academic bank of credits (ABC):**

Special Sessions were held in the college by IQAC and NEP Implementation Committee to train the administrative staff, in particular students' wing, faculties and students about the Academic Bank of Credits' system which has been introduced in the Higher Education Colleges and Universities as per the guidelines of NEP 2020. The new sysytem of ABC was discussed in these sessions and how it will work as a digi locker for accumulaton of the various credits secured by the students while studying in various HEIs across the state and the country. It will help in smooth implementation of the flexible, multiple entry - exit system for students of HEIs as per NEP 2020 guidelines. Special Orientation sessions were held for the students of the college to acquaint them with the process of creating their individual ABC IDs and how digi lockers will help them in storing their academic

credit score collected from different courses attended and passed by them. All students of the college have successfully created their ABC Ids and registered themselves on digi locker.

### **17.Skill development:**

The college conducted several workshops and training programmes in order to enhance the skills and chances of self-employability of its students. As per the guidelines of NEP, the college has introduced Ability Enhancement Course (AEC), Skill Enhancement Course (SEC) of 2 credits. The college also organized a training course-Youth Employment Program for Graduates to get Industry ready of 90 hours in collaboration with TCS (Tata Consultancy Services) for students of Third Year to enhance their Personality and develop Employability skills and make them industry ready. Special training programme of twenty days ( 80 hours) was organized to help and guide students in preparation for various State and National Competitive Exams. 'English Language and Literature Club' under the aegis of the department of English, conducted 'English Communicative Skills' workshop to improve upon English Language Communicative skills of the Students and help them establish a firm footing in the global world. State Level Story Writing and Poem Writing Competition in English and Gujarati was organized by the Department of English to make the students learn the skill of creative writing. Under the aegis of CWDC and Sapt Dhara a One Week Glass Painting workshop and Flower Making was organized in the college which helped students to develop a skill leading towards self employment . Economics Department held Co-operative Course in collaboration with Gujarat State Co operative Union to make students understand the concept and develop the skill of co operation work.

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

Indian Knowledge system has been passed down through generations and played a significant role in shaping India's history and culture. In order to promote Indian Knowledge System, Government Arts College Maninagar encourages a secular environment on campus where students are taught to respect other religions and their practices. The college has Indian Culture or Indology as a subject since its inception. Students learn traditional values and also the rich cultural heritage of India. The institute has introduced a 2 credit course on Indian Knowledge System (IKS) or Value Added Course (VAC) to familiarize the students with rich Indian knowledge traditions and cultural heritage and instill in

them values and ethics. This year, students were taken on a visit to Sardar Patel Smarak, Ahmedabd as well as to the 'Adalaj ni Vav' so that they may understand the rich architecture and culture of Gujarat while a visit to Lalbhai Dalpatbhai Centre of Indology and the Library and Museum at Koba, a treasure house of rare manuscripts, books and artifacts of India was also undertaken. Each year the students also participate in shloka recital, stotra recital, story narration in Sanskrit and Sanskrit Sambhasana i.e. conversing in Sanskrit . A Yoga Certificate course - 'Yoga Trainer' was also conducted in the college in collaberation with Gujarat State Yog Board to train our studnets in the ancient practice of 'Yog Sadhana'. Traditional days are celebrated on campus. Competitions of traditional arts such as mehendi, rangoli, classical and folk dance and songs are also organised by the college. Students are also encouraged and trained to participate in the youth festivals in folk dance and folk songs competitions at inter zonal and inter university level.

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

Nine programs are run by the college as per Gujarat University syllabi. Each course has its well defined outcome as stated in the syllabi. It is discussed by the concerned faculty in the classroom at the beginning of the academic semester. Several outreach programmes are conducted on campus for the benefit of students so that they are well equipped for their careers in future. The focus is on self employability, government competitive examinations, grooming, research, innovation, enterprneurship, personality development, confidence building, communicative and interview skills and career counselling. Field visits are also encouraged so that maximum benefits may be reaped from each program. Students are encouraged and trained to participate in various state and national level competitions to hone their hidden talent and instill in them qualities of leadership, team spirit and competitiveness. The college organized Youth Employment Program for Graduates to get Industry ready of 90 hours in collaberation with Tata Consultancy Services (TCS) for students of Third Year to enhance their Personality and Employability skills and make them industry ready. Special training programme of ( 80 hours) was organized to help and guide students in preparation for various State and National level Competetive Exams. Yoga Certificate Course and Glass Painting and Flower Making workshops were conducted by the college to provide opportunity for self employment to students.

#### **20.Distance education/online education:**

The college encourages online education and Distance Learning Programmes. Faculties and students participate in online webinars and academic exchange programmes. Several outreach programmes related to NSS, SSIP and Innovation are conducted online. Online quizzes on various subjects and current affairs are regularly conducted in the college to enrich the subject knowledge of the students as well as help them prepare for various competitive exams. As a part of online learning many departments regularly conduct screening of movies, documentaries and online programmes related to the syllabus. The English Department screened the movies like Shakespeare's Othello, Twelfth Night, Hemmingway's The Old Man and the Sea, Daniel Defoe's Robinson Crusoe etc. Various departments often show online videos and programmes related to their syllabi in the classroom and also provide detailed information about available online resources related to the subject. An online expert lecture on 'Implementation and Awareness for Innovation and SSIP Policy 2.0' was conducted on 19-8-2023.

### Extended Profile

#### 1.Programme

1.1	9
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	888
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	176
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
2.3	<b>181</b>
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	<b>17</b>
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	<b>20</b>
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	<b>20</b>
Total number of Classrooms and Seminar halls	
4.2	<b>Rs. 66,59,154 only</b>
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	<b>51</b>
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The curriculum for the undergraduate programs is delivered strictly following the guidelines of affiliating university and the stakeholder's feedback, aligning with the vision and mission of the institution to meet the local/National regional/global developmental needs of the society. In the year 2023-24, the curriculum was formulated and delivered in tune with the latest updates of the subject as per NEP 2020 guidelines and monitored by IQAC of the college. Co-curricular and extra curricular activities aim to inculcate these qualities in order to bring about holistic personality development with advanced core and elective courses along with specific emphasis on practical knowledge, soft skills and ability enhancement courses as well as Indian Knowledge system and Value Based courses. Each academic year, departments submit individual academic calendars detailing their plan of action for the whole year, keeping in mind the time frame given by the university. Curriculum is delivered effectively and efficiently using Chalk and Duster Method as well as Smart Classrooms. Expert lectures are conducted with prior approval of IQAC on subjects related to the syllabus and other holistic areas. Special tutorial sessions are engaged to support slow learners.

An excellent tutorial and mentor ward system supports the goal of effective curriculum execution. Through interactions and meetings organized by teachers with students as well as their parents, the academic and other challenges faced by kids are appropriately addressed.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.gujaratuniversity.ac.in/nepsylabus">https://www.gujaratuniversity.ac.in/nepsylabus</a>

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

The institution adheres to the affiliating University's academic calendar for carrying out all academic activities including the conduct of Continuous Internal Evaluation (CIE).

Examinations are conducted strictly according to University

guidelines and as per Gujarat University syllabus. A dual level examination pattern was followed i.e continuous internal assessment and the end semester university examination based on the ratio of 30: 70 for the students of Third Year and Second Year. From the academic year 2023-24, the academic structure and credit frame work have been revamped for the students of First Year as per the guidelines of NEP 2020 and Gujarat University. Ability Enhancement and Skill enhancement courses as well as Value Added Courses and Indian Knowledge System (IKS) have been introduced in the syllabi. Evaluation of First Year students was done through CCE(Continuous and Comprehensive Evaluation)and SEE (Semester End Evaluation) based on the ratio of 50:50.The Internal marks are decided on the basis of internal evaluation, assignments, seminars, project work, practicals and attendance. Students are oriented about the evaluation process in the orientation meeting and regularly during classroom teaching. Examination cell consisting of senior faculty members is formed for smooth functioning of examination process. College ensures transparency in the evaluation process.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://www.gacmaninagar.com/includes/downloads/academic-calander-2023-24.pdf">https://www.gacmaninagar.com/includes/downloads/academic-calander-2023-24.pdf</a>

**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**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
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

1

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)

3

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

20

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

127

File Description	Documents
Any additional information	<a href="#">View File</a>
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

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

Department of English has introduced a course titled ' Women's Literature' in Third year to sensitize students towards Gender equality. Various workshops are conducted by Collegiate Women Development Cell such as self defence techniques, skill based and vocational training for women. Awareness of women's rights, legal aid, female hygiene and health issues etc. are tackled through expert lectures. Not only girls but boys are also encouraged to participate in these workshops so as to ensure gender sensitisation.

Students are taught conservation of resources and the value of organic farming. Cleaning staff on campus are taught the necessity of segregation of waste.

NSS students have contributed significantly to society through distribution of grain, chappals. clothes, toys and spending time with the elderly and sharing with the needy. The institute often hosts events including blood donation camps and thalassemia screenings.

Chapters in several courses talk about gender equity and sensitivity issues. CWDC and Sexual Harassment Cell deals with the complaints of sexual harassments. College carries out Green and 'Plastic Free Campus' drive and promotes green energy and environment conservation through lectures and plantation drives in college.

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	<a href="#">View File</a>

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

1

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

42

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**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

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

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	(1) <a href="https://www.gacmaninagar.com/includes/pages/2023-24.pdf">https://www.gacmaninagar.com/includes/pages/2023-24.pdf</a> (2) <a href="https://forms.gle/phZ9GsFjmD2KE58F9">https://forms.gle/phZ9GsFjmD2KE58F9</a> (3) <a href="https://forms.gle/jxLPLd6w3bkePkRk6">https://forms.gle/jxLPLd6w3bkePkRk6</a>

**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**

**360**

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

182

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

Students are admitted as per the centralized University admission system following their subject choice. During the admission process, the college admission committee counsels each student in the selection of subjects by evaluating her/his mark sheet as well as their interests, however, the final choice lies with the students. Moreover, if a student finds it difficult to cope up at the end of two semesters, then she/he is given a chance to interchange core and first elective subjects in the third semester so that they can perform better.

Once the admission process is over institution conducts an Orientation program to orient the new batch and familiarize them with the environment and as well as the various aspects of the institution. GACM promotes peer learning through inclusive classrooms catering to its diverse student population. A robust tutorial system allows teachers to examine students' learning needs and challenges to measure their learning levels. A continuous internal assessment and review is used to track their progress. The college identifies slow learners and advanced learners. Remedial classes are conducted for slow and weak learners. The college offers special lectures for advanced learners by inviting various subject experts to upgrade their knowledge beyond the given curriculum. The institute maintains a proper attendance record and strictly adheres to the university's rules.

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
897	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

A number of teaching-learning methodologies are adopted viz. fieldwork and project work are promoted within and outside the classroom through extracurricular and departmental activities. Both individual and collaborative works help in optimizing experiential as well as participative learning and generate problem-solving skills. Departments enhance experiential and participative learning by generating opportunities for students to engage with experts in academia, research as well as industry. Seminars, conferences, workshops, webinars, and guest lectures are organized by all departments to expose students to academicians, practitioners, and experts in various fields. Experiential and participative learning is also enhanced through a very wide array of extra-curricular and co-curricular activities. Some of the activities are as follows;

- Cooperative lectures are conducted each year by the Department of Economics in collaboration with the Ahmedabad District Cooperative Union which is under Gujarat State Cooperative Union.
- Department of English runs 'English Language and Literature Club' on alternate Saturdays where group discussions, conversation sessions, presentations, movie and documentary screening is done.
- Visits to L.D Institution of Indology and Heritage Walk are undertaken by the Department of Indology and Sanskrit.

- The Department of Psychology has a counseling center for students.
- Department of Political Science involved students in the task of electoral enrolment so that they may comprehend the electoral process better. Each year the college appoints Campus Ambassadors who represent the youth voters.

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

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

ICT infrastructure includes a Wi-Fi-enabled campus, classrooms with projection facilities, computer labs, and a library equipped with computers for students to access online resources, as well as AV content and audiobooks for visually challenged students. The well-equipped computer labs (Digital Resource Centre) ensure that all students have access to ICT facilities in the college. Administrative and technical support is available for the smooth rendering of academic learning.

The use of ICT tools has become integral in preparing lectures. sourcing and distributing reading material, collecting information, maintaining records, and communicating. Chalk and talk are supplemented by ICT presentations routinely to help students visualize better. Besides using ICT tools for teaching-learning, administration, and evaluation, the College also used ICT tools for providing a learning environment for holistic development through webinars, quizzes, performing arts, etc. The college has adopted many innovative digital practices in teaching-learning viz subscribing for NList Programme of Inflibnet to enrich e resources and encourage innovation in Teaching and Learning. The college conducts free of cost coaching classes for the students to brush up their knowledge of computer. Students use computer lab to fill out online examination forms, mock tests, etc.

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.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 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

17

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

194

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 college adheres to the guidelines and regulations of Gujarat University of internal assessment. While adhering to the University norms regarding internal assessment, the college has retained the flexibility to allow teachers to design the pattern and schedule of internal assessment to best suit the domain requirements of the course being assessed, and the profile of the students attending the course. As per college policy, students are given multiple opportunities to improve their performance. Students are provided practice questions and practice tests. The tutorial system clears doubts and prepares for internal assessments as well as semester-end centralized examinations.

The finally compiled internal assessment grade is shared with students, and displayed on departmental notice boards for at least a week. This allows for a prompt correction of errors, should any occur. Due concessions for extracurricular and co-curricular activities are granted. Grievance redressal and scrutiny are done by the moderation committee, both at the department level and college level. A meeting of the examination committee, Heads of departments, and the principal is convened before examinations to discuss the exam schedule, evaluation timeline, and troubleshooting if any. A meeting is convened after examinations for assessment of results. Moreover, the college is also a center for university examinations.

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 Process of internal assessment is implemented by the examination committee of the college which consists of senior faculty and Convenors of admission committees for each year. The examination committee is responsible for transparency, accountability, and punctuality in the internal evaluation process. Each faculty takes care of seminars, attendance, and assignments in the papers assigned to them. Marks are submitted and compiled by Heads of the departments before submitting to the examination committee. Internal exams are conducted as per the university academic calendar. If a student has any query about his performance, then the concerned teacher addresses his/her doubt till the student is satisfied. Any modification in marks is duly

rectified and the student is informed of the same.

The internal evaluation process is explained in detail to the new students during the orientation programme. Internal marks of 30 consisting of examinations, assignments, seminars, and attendance are sent to the university where external evaluation of 70 marks is conducted in the university examinations at the end of each semester. The college retains the answer sheets for three years for any queries that may crop up. If a student is dissatisfied with his/her performance in the university examinations re-assessment process is also initiated by the college.

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 college strictly adheres to the academic calendar and examination schedule announced by the University. The academic calendar is displayed on the college website and the college website is also regularly updated on all matters. Contact details on the website enable students to access administrative support staff as and when required. Links to all University documents concerning the Undergraduate framework are available on the college website. The college website also provides various student-centric links to the Gujarat University portal.

Board of Studies of different subjects informs the department of changes in the syllabi and heads of the department allocate papers for teaching to the faculties after internal discussions. The objectives and expected outcomes of various courses are also evaluated at the beginning of the semester. Students are familiarised with different courses run by the college at the time of admission. They are further acquainted with the syllabus and examination pattern during orientation and individual subject lectures. Course outcomes are discussed in classrooms and by the placement cell. It is our constant endeavour to introduce students to critical and research-oriented thinking.

Language students enrich their language and learn about human and moral values, culture, and traditions of different regions and countries. In the Social Science subjects, students are taught the relevance of their topics in the current scenario.

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.

The college believes in continuous upgradation and works towards the attainment of the desired outcome in its teaching-learning process. Faculty members share with their students a detailed and comprehensive teaching scheme that lays out the structure and weekly distribution of lectures, tutorials, and practicals that help bridge the gap that emerges in routine classes. Systemic mechanisms are in place to continuously monitor the academic progress of students and ensure that course and programme outcomes are attained.

All Heads of the Departments discuss the course outcomes at the beginning of the academic year with other members. Syllabi is discussed and the examination pattern is conveyed to the students in class. Teachers regularly ensure that the course content is delivered fruitfully through a healthy rapport with the students in class. Question papers are set in such a manner as to assess how much the student has grasped. Class tests also ensure the same. Results and feedback forms are analyzed so that the administration is aware of lacunas in different spheres. Assignments/projects submitted by students and marks obtained by them also indicate the outcomes. Marks are also reserved for attendance, this ensures that students attend classes sincerely. Feedback forms are discussed with the stakeholders and necessary action is taken to resolve problem areas, Social awareness programmes are also encouraged and stress is laid on the holistic growth of the students.

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

181

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)

<https://www.gacmaninagar.com/includes/pages/2023-24.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

1

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

9

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

1

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

5

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 institute is committed to sensitize its students about social issues and instill in them values of Community Service, Empathy, Civic Responsibility and Group Living. As a part of Extension Activities, an NSS unit is established in the college in which 100 students actively participated in various Social Service activities carried out throughout the year for the wellbeing of its neighboring community and needy people in the city. Various Programmes viz Tree Plantation Drive, Seven Days Camp in a neighbouring village-'Bhavpura, district Gandhinagar , 'Swachhta Abhiyan' Programmes, Visit to Old Age Home, Awareness Programme on "No Plastic Use", Grain, Footwear Distribution in the neighboring areas, Fruits, Biscuits and Toy Distribution at Civil Hospital were organized by the college for development and wellbeing of its

neighborhood community which in turn helped to create compassion, understanding and team work in students ensuring their holistic development.

The college also has an active Women's Cell which organizes various programmes and activities for gender sensitization and address issues faced by female students and women of the society. A lecture was organized for addressing the issues of women safety and security, food, nutrition and health.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

140

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

6139

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

2

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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 college makes systematic efforts to ensure constant and continuous updation in the infrastructure. It's equipped with all the required basic amenities which include sufficient number of classrooms, laboratories and staff rooms. Committees are in place for creation, maintenance and enhancement of infrastructure. The institution approaches RUSA, Knowledge Consortium of Gujarat and Commissioner Higher Education for allocation of various funds. Class rooms can accommodate 90 students each (approximately). College is well equipped with computers. College has smart classrooms equipped with smart boards which are regularly used for teaching-learning and imparting quality education.

- All Faculty Members and students have access to computing equipments - computers and printers, which helps in improving their performance
- Dell-cum-Computer Lab:01( Room No. 220): 25+1 = 26 computers with Wi-Fi facility are available for students. 25 students can use the computer lab at a time.
- A rich library with Soul software version-2.0 since 2013 and Nlist (Inflibnet) subscription and other e resources.
- It has rare books of Shastriji, donated by his family.
- A well equipped Psychology laboratory.
- Multi- purpose hall.
- Museum dedicated to K K Shastriji
- A large campus where outdoor sports and cultural events are conducted.
- CCTV cameras have been upgraded to cover the entire campus

and classrooms. This ensures enhanced security and transparency during examinations as well.

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 college has a large campus for sports activities, both indoor and outdoor.
- Self defence classes, yoga and aerobics are conducted in the multi- purpose hall.
- Separate rooms for NCC girls' unit, NSS unit, CWDC unit are allotted for smooth functioning of activities.
- Sports activities are encouraged on campus while participation in inter college events is ably supervised by the PTI.
- Upgradation of sports equipment is taken care of on a regular basis through annual sports' grants and fees.
- Government grants and cultural fees are utilised for upgrading cultural facilities and equipment.
- Most cultural events are hosted in the auditorium or outdoors when the weather permits.
- Government grant is dispersed each year in such a manner that all cultural heads are taken care of. Cultural activities fall under the wing of 'Saptdhara' where all events are taken care of.
- CWDC and SETU grant is used for skill development of the girl students and for gender sensitisation of both boys and girls.
- SSIP grant is utilised for developing innovative mindset and research oriented attitude in students. Lectures for creating awareness towards start ups are regularly organized.

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.**

8

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

8

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)**

Rs. 6659154

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)**

Our college has a rich library. Students are encouraged to use the facilities on a regular basis. During lectures, faculty members recommend reference books prescribed in the syllabus and extra reading material.

Library is partially digitalised and intends to be fully automated

in coming years.

The college has updated its library with NList Subscription and other e resources.

The college procured e content related to the syllabus for the visually challenged from the Adult Education Centre for the Blind. This aids students who are differently abled to bridge their handicap. The college takes special care to add books that are helpful for competitive examinations so that students may prepare for and qualify in services immediately after their graduation. The books are purchased on the recommendation of the faculty members. The list of books is first approved by the respective HODs and then by the Principal. There is also a library advisory committee which looks after the whole process. Certain grants are also given by generous donors and procured from Sahitya Academy and Granth Norman Board at subsidised rates.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**Rs 85,763**

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>

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

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

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

All academic departments and administrative office in the college have been given the facility of computers, printers and photo copy machines. The institution has upgraded LAN facilities last year to meet the demands of online teaching and webinars. This emboldened the existing internet facilities and enabled highspeed internet of up to 100 mbps to reach the offices, classrooms and staff rooms. Facilities for on line fee collection, assessment work, teaching, conducting webinars were upgraded. The college regularly upgrades IT infrastructure and associated facilities by purchasing new hardware as well as software for different departments and administrative offices. In house Photocopiers have helped us to print question papers on campus so that complete secrecy may be maintained and at the same time make the process economically viable. CCTV cameras have been upgraded to cover the entire campus and classrooms. This ensures enhanced security and transparency during examinations. New Computers were purchased through KCG and UDISHA grant to enhance career opportunities for students by developing their computing skills.

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

#### 4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

Rs. 6659154

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.

The college has well defined government guidelines and procedures for repairing, maintaining and utilizing physical, academic and support facilities. While the building is under the purview of Roads and Buildings department, purchase and up gradation of IT and other necessary items is accomplished through government grants. Library, sports facilities, computers and classrooms are regularly monitored by the college committees under the guidance of the Principal.

Arrangement for proper and timely maintenance of these facilities is done with the help of available grants of the government. Purchase of items is done after submission of proposal, review and approval of grant by purchase committee.

All purchase is done through GEM and any item above 25000/- is bought after due permission of District Level Purchase Committee. The responsibility for cleaning the campus and security rests with contractual staff. Grant for the same is provided by the government.

Green Audit is conducted regularly. The students and staff look after the environment friendly methods of disposal of garbage on campus and solar panels are properly maintained.

E- waste, used answer books and other discarded material is sold off to the concerned/ deputed agencies appointed by the government only after proper verification by committees.

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

168

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>

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

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

00

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>

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

**A. All of the above**

File Description	Documents
Link to institutional website	<a href="https://www.gacmaninagar.com">https://www.gacmaninagar.com</a>
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

50

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

50

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**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
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

11

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**

0

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.**

07

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 )

The college is aware of its responsibility to instill leadership qualities in its students and also make them aware of the democratic process in selecting leaders while serving the society as leaders themselves. Keeping this in mind, the SRC (Students' Representative Council) is formed in the college on the basis of academic merit and in accordance with Gujarat university rules. The students' council consists of a General Secretary, Cultural Secretary, Ladies' Representative, Sports Secretary and class representatives selected from different classes and divisions of the college. Ladies Representative is appointed so that the girls

receive a fair representation. Students are selected from each class so that there is a balanced representation. The staff encourage the SRC to organize various activities of the college. The council also submits suggestions for celebration of days and important activities of the college. They manage the extracurricular, cultural and sports activities within the campus, maintain discipline and cleanliness on the campus and voluntarily help in organizing programmes. The council is also encouraged to bring issues pertaining to the welfare of the students before the Principal. In short, they serve as a bridge between the staff and college.

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

96

File Description	Documents
Report of the event	<a href="#">View File</a>
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

The college has a registered Alumni Association from the year 2013. The association helps ex-students to cherish the special bond that they have with the alma mater. Alumni meet is conducted

every year. Alumni are invited for motivational interactions with the students and to share their experiences. Apart from the general alumni association, every individual department also takes care its own separate alumni group. The institution has developed a database of all alumni with their personal and professional information. The association is actively involved in the development of the institute with indisputable commitment. The college invites and encourages participation of ex- students in various extra curricular activity such as Coaching classes. Reading facilities are provided to ex students in the library. The alumni act as mentors to current students. Ex- NCC cadets help in training existing cadets in the drill and march pasts. Alumni who were sports persons pitch in for existing sports events and help prepare students for university and national events. They also help train current students for cultural events.

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

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

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:

**Vision:** To provide quality education and incorporate the latest trends in teaching and learning. To cater to the needs of the environment and imbibe ethical values to mould better citizens for society.

**Mission:** Teach moral conduct through a humanitarian approach, discipline, and reverence for the nation. The mission of the

college is to provide value-based education and to bring out the hidden potential of students. To inculcate curiosity and commitment in academics.

Objectives: To give equal opportunities to all. To enhance research. To create self-confidence by offering holistic development of students. Quality education is the motivating force behind Government Arts College, Maninagar. The core values imparted are good moral character, respect for others, honesty, self-discipline, hard work, love of learning, and appreciation of diverse religions and cultures. The institution is committed to building an atmosphere of growth based on equality for all stakeholders. The college encourages students and teachers to enhance research and build a critical mind through seminars, workshops, conferences, and research projects. The aim of any institution of higher learning is placement for its students. In this direction, we have organized campus placements, coaching for competitive examinations, and skill development workshops with the aid of government grants.

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 college, overseen by the Department of Higher Education, Government of Gujarat, boasts a decentralized, proactive, and participative management structure, granting the Principal authority to govern within governmental regulations.

• Action plans, aligned with CHE guidelines, are collaboratively developed by both teaching and non-teaching staff in co ordination with IQAC under the guidance of the head of the institute. Proposals for activities originate from teachers and students, approved in consultation with the IQAC and various committees, ensuring broad participation.

• The institute also supports all teaching staff to join the Faculty Induction Program, Faculty Development Program, short-term courses, Orientation Programs, and Refresher Course to upgrade their knowledge in their specific area.

- Faculty members are actively involved in committees, fostering a sense of ownership and responsibility. Student evaluation comprises exams, assignments, and attendance monitoring. Initiatives like the 'skill building and capacity building Training programmes' and 'Finishing School' supported by KCG, Govt. Of Gujarat, focus on enhancing students' communication skills and overall development.
- Admissions are conducted through the Centralised admission process in First Year as per Gujarat University and Department of Higher Education regulations.
- The college hosts SSIP and Innovation Clubs, facilitating student entrepreneurship and creativity.
- The Saptdhara Committee aids students' holistic development through diverse avenues.
- Grants from UGC-RUSA and KCG are utilized for knowledge enhancement and institutional advancement, overseen by a Purchase Committee. Procurement is streamlined through the GeM Portal, contributing to the institute's progress

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

In the academic year 2023-24, our college designed its academic and extracurricular activities annual plan keeping in view the guidelines of NEP 2020. The college planned various short-term courses in co ordination with IQAC and different departments aiming to provide students with a broader range of choices, aligning with the objectives outlined in the National Education Policy (NEP) and the recommendations of the NAAC peer team. Furthermore, our college has embraced a decentralized power structure to maximize the utilization of institutional resources. Various committees have been established to oversee both academic and non-academic activities, ensuring efficient governance and

operation within the college. These committees work in coordination with the Institutional Quality Assurance Cell (IQAC) to set objectives and determine the course of action for programs and initiatives. With a focus on holistic student development, every committee endeavors to support students throughout the academic year. Additionally, recognizing the importance of comprehensive growth, the college has instituted the Saptdhara Committee dedicated to aiding students through a variety of developmental programs. Through these measures, our college is committed to offering a diverse academic curriculum, fostering student engagement, and facilitating their overall growth and development in line with contemporary educational standards and best practices.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
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 Government Arts College in Maninagar operates under the auspices of the Education Department, Government of Gujarat, with oversight from the Director of Higher Education. The daily administration is managed by the Principal, who works in collaboration with academic and administrative staff. Recruitment procedures and service regulations adhere to guidelines set forth by the Department of Higher Education and Gujarat State Civil Service Rules. The administrative wing is headed by the Head Clerk, supported by Senior and Junior Clerks, Peons, and a Librarian. The academic wing comprises Associate and Assistant Professors, Contractual Lecturers, Visiting Lecturers, and Physical Training Instructors (PTI). Under the guidance of the leader of the institute, the IQAC in collaboration with the heads of various Departments formulates strategies, policies and action plan for effective management of the academic and administrative work. To facilitate co-curricular and extracurricular activities, the college has established various committees and cells, each led by a Convener and comprised of members. An Annual Self-Appraisal

Review system is implemented for both administrative and academic staff, with evaluations conducted by the Principal and reviewed by higher authorities such as the Commissioner of Higher Education and Principal Secretary of Higher Education. Participative management is promoted through the Student Representative Council (SRC) and other committees, with the Institutional Quality Assurance Cell (IQAC) ensuring qualitative standards. A grievance redressal cell addresses concerns and suggestions, with actions reported back to the IQAC and the Principal for further review and implementation.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://docs.google.com/presentation/d/1Y1XOy3eSPZCh8G-MF3VcPM4CeD466rvn/edit?usp=sharing&amp;ouid=114144250820407901111&amp;rtpof=true&amp;sd=true">https://docs.google.com/presentation/d/1Y1XOy3eSPZCh8G-MF3VcPM4CeD466rvn/edit?usp=sharing&amp;ouid=114144250820407901111&amp;rtpof=true&amp;sd=true</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<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 teaching and non-teaching staff are granted all benefits as per government regulations. Government staff gets the benefit of

pension schemes such as GPF/CPF, regular annual increments, government housing benefits, medical aid and leave, etc. Leave Travel Concessions (LTC), and leave encashment benefits as per the Government of Gujarat and university rules are granted. Group medical insurance of the staff has been taken care of by the government. Teaching staff and non-teaching staff are constantly motivated to attend workshops, seminars, and professional training programmes to update their knowledge, duty leave is granted for the same. Administrative staff participated in departmental examinations for promotions. The college supports the staff with all IT and internet facilities for their academic progress. The institution ensures that outsourced staff is given festival bonuses, and uniforms twice a year, and ESI and EPF are deducted for their benefit. An 'emergency fund' has been initiated by the college staff for the benefit of class 4 employees of the college who are given monetary help after approval of the staff club and the Principal for such crises as children's fees or medical emergencies.

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)	No File Uploaded

### **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)	No File Uploaded

**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**

5

File Description	Documents
IQAC report summary	<a href="#">View File</a>
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

**To evaluate the performance of the faculty in teaching and**

nonteaching staff of the institute, the mechanism of self-appraisal is executed based on the norms of UGC and the Gujarat Government. Both formal and informal means are used for evaluating the performance of the teaching and non-teaching staff of the college. The college teacher has to submit his/her self-appraisal report signifying the workload, participation in various seminars, conferences, workshops, and symposia, and involvement in curricular, extra-curricular, and extension activities. The teaching staff has to submit the Academic Performance Indicator form prescribed by the UGC under the Career Advancement Scheme to the IQAC. It verifies and reports to the principal which is submitted to the Director of Higher Education. The formal mechanisms for the evaluation of the Performance of the faculty are self-appraisal reports and feedback from students. The informal evaluation is done through surprise visits to the class by the Principal and casual conversations with students, parents, alumni, and colleagues. The non-teaching staff also fills and submits its self-appraisal report to the principal which after verification is sent to CHE.

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

Performance audits and financial audits are conducted at regular intervals. The financial resources of the college are managed in an effective and foolproof manner. There is a fully computerized account department supported by IFMS. All transactions are supported by invoices and vouchers. There are two types of audits -internal audits and statutory audits (Accountant General-Rajkot). The accounts of the institute are audited annually and externally by a qualified Chartered Accountant appointed by the institute. The Government deposes its audit team through the Commissioner of Higher Education (CHE) and AG RAJKOT. The audit team conducts audits of the salary grants, non-salary grants received from the government as well as the fees collected from students. If any objection is made by the audit team, the same must be cleared before the next claims are submitted. The inputs

and remarks given by the auditor are incorporated by the college in the future functioning of the college. Utilization certificates are submitted by the office for grants given by KCG. A government audit was conducted and cleared in October 2023. Minor objections were taken and resolved fully. Performance audit was also conducted by A. G. Rajkot for the academic years 2014 to 2020.

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 Government of Gujarat governs the college, which adheres to a well-defined financial policy. Annually, the college compiles a comprehensive list of requirements for the forthcoming academic year, covering essentials such as books, equipment, computers, and instruments. These requisitions are forwarded to higher authorities for evaluation and approval.

- The accountant prepares the college budget based on these requirements, which is then submitted to the Commission for Higher Education (CHE) and the Knowledge Consortium of Gujarat (KCG) for further consideration and sanction.

- Under the guidance of the Principal, a Purchase Committee is

established to mobilize funds by government procurement procedures. This committee assesses the listed requirements, prioritizes them, and ensures optimal utilization of available financial resources.

- In-depth analysis of annual expenditure and budget scrutiny by the Purchase Committee ensures efficient resource allocation, particularly for major equipment purchases. Funds from library grants, Saptdhara, and UDISHA are utilized for the acquisition of books, journals, and reference materials for undergraduate students.

- The Purchase Committee oversees the procurement process, ensuring adherence to proper tendering procedures. Additionally, certain items are acquired through centralized dispersal procedures facilitated by CHE. The college has also initiated registration on the Government e-Marketplace (GeM) portal, streamlining purchasing procedures and enhancing efficiency.

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 contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC has made a significant contribution to enhancing the quality of education and administration of the college.

- Prepared strategies and did planning of academic, co-curricular and extracurricular activities to be carried out in the college for the year 2023-24 as per the guidelines of NEP 2020 in coordination with various department heads, committee heads and SRC students under the guidance of the head of the institute for quality enhancement and sustenance2) Planning and Organization of training programmes and Short Term Certificate Courses for students viz 'Yog Trainer' Training of 100 hours in collaboration

with Gujarat State Yog Board, Co operation Training of 30 hours(Seven Days) in collaboration with Gujarat State Co Operative Union, and 90 hours Certificate Course in Self Defence. 3) Successfully Planned and provided guidance for Organization of Various Skill Enhancement and Employability Building Training Programmes viz Training of 100 hours for Developing Employability skills and make students industry ready in collaboration with TCS, Workshop and training to make Glass Paintings and flower Making, Training for Competitive Exams and English Communicative Skills. 4) Encouraged students and faculty members to pursue research and innovation in the college by creating a conducive environment and research infrastructure as well as strengthened the Innovation Club and SSIP Cell to promote an innovative and critical mindset in students. 5) Drafting and Writing of AQAR as per the prescribed format and its guidelines.

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

- IQAC regularly conducts meetings with various committees of the college & students to review the academic and administrative structures and methodologies adopted by the college and its outcomes. •

- In the year 2023-24, as per the instructions from the State Government and Gujarat University, the college made significant efforts to implement the new credit structure and syllabi and help in creating ABC IDs of the students.

Based on the reviews and feedbacks from students, teachers and various committees, efforts were made to update ICT facilities, emphasis on introduction of skill based and capacity enhancement trainings.

- Skill Enhancement Workshops, motivational lectures, webinars, and Competitive Exam Coaching were approved by IQAC and smoothly

conducted to ensure the all round development of the students. .

Under the guidance of IQAC, the Unit of NSS & ECO Club was strengthened and many activities of social and ecological concerns were organized in the college. .

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)**

**A. All 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)	<a href="#">View File</a>

## **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 college prioritizes gender consciousness, equity, and safety through a multifaceted approach aimed at creating an inclusive and secure environment. Campus is equipped with CCTV surveillance and

sanitary napkin vending machines, ensuring safety and convenience. Female staff and security personnel contribute significantly to fostering a secure atmosphere. The college deters trespassers via the-clock security with trained guards conducting ID checks.

The college has an active CWDC, prevention of sexual harassment cell and NCC girls' wing. Under the SETU (Sustaining Equality Through Universities) scheme, seminars such as "Moving Towards Enabling and Empowering Women" and discussions on "Food and Nutrition for Women" have been organized. Additionally, CWDC conducts expert lectures and training sessions under POSH and POCSO, self defence classes, cyber security lectures for girls. Female faculty accompany the girls on field visits and NSS camps. Gynaecologists are invited for lectures to increase awareness about female health and hygiene. Lectures have also been conducted for cyber security amongst girls. Female students are given fee concessions to discourage dropouts. Department of Psychology operates a confidential counseling center to address personal challenges and prevent education discontinuation.

A student Ladies' Representative on the Students Representative Council ensures that female voices are actively heard. Collectively, these initiatives uphold the college's commitment to empowering women and maintaining a secure educational environment.

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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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

The institution is equipped with a robust waste management infrastructure to address diverse waste streams, adhering to environmentally conscious practices.

#### Solid Waste Management:

The campus implements an organized solid waste management system with strategically placed bins for segregating degradable and non-degradable waste. Regular waste collection services, in collaboration with Ahmedabad Municipal Corporation ensure proper disposal. Awareness campaigns in collaboration with Environment department in the neighbouring college, further educate the campus community about responsible waste disposal.

#### Liquid Waste Management:

An advanced liquid waste management system includes an efficient drainage network and rain water harvesting. Regular monitoring of water quality ensures compliance with regulatory requirements, contributing to sustainable water management practices.

#### E-Waste Management:

The management of e-waste typically involves a combination of government initiatives and public awareness campaigns. The Gujarat government has specific regulations in place regarding the handling, disposal and recycling of electronic waste. These regulations include proper collection, transportation, and treatment of e-waste hence we manage E-waste as per government procedures.

#### Waste Recycling System:

A comprehensive waste recycling system encourages the segregation of recyclable materials at the source. Recycling bins for paper, plastic, glass, and metal are strategically positioned across the

campus. Collaborations with local recycling units ensure the proper processing and recycling of materials, contributing to sustainability efforts.

#### Hazardous Chemicals and Radioactive Waste Management and Biomedical Waste Management:

Being an Arts College, we do not handle chemicals or radioactive waste. Biomedical waste such as sanitary napkins etc are disposed of hygienically.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
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** C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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:** B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
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**

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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 college is committed to fostering an inclusive, equitable environment that celebrates diversity while promoting tolerance, unity, and harmony. Emphasizing democratic values and women's empowerment, it transcends racial, cultural, social, and linguistic boundaries to create a supportive atmosphere for all students. Admissions are conducted inclusively, ensuring representation for SC, ST, differently-abled, backward communities, minority groups, and students from other states, as per university mandates. Financial support is given through government scholarships. Thus, support to disadvantaged students highlight the institution's dedication to easy accessibility of higher education.

Special initiatives such as remedial coaching for academically weaker students and facilities for differently-abled learners (Divyangjan) enhance learning opportunities. Various bodies and programs, including the College Women's Development Cell (CWDC), Student Representative Council (SRC), Anti Sexual HarrasmentCell, SETU, NSS, and NCC, actively foster inclusivity and student empowerment. Activities like gender sensitization talks, self-defense training, health and hygiene awareness, human rights discussions, and skill development workshops are regularly organized. Alumni students are also offered courses such as Competitive examination coaching, Self Defence Courses and Skill enhancement courses totally free of cost.

Cultural development programs and community service initiatives further strengthen the bond among diverse student groups, ensuring a sense of belonging. Overall, the college demonstrates its commitment to holistic development and academic inclusiveness by

providing a nurturing environment that supports students from all backgrounds.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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 college begins each academic year with a comprehensive Induction Program for staff and students, highlighting rights, responsibilities, ethical conduct, and behavioral expectations. Key national festivals are celebrated in addition to important days such as Constitution Day and National Voters Day etc. Relevant excerpts are prominently displayed across the campus. The institution emphasizes constitutional values, rights, and duties through workshops, seminars, webinars, special lectures, and exhibitions organized by departments, IQAC, and committees.

The college has dedicated Internal Complaints, Anti-Ragging, and Anti-Sexual Harassment Cells. Celebrations of National Youth Day, Netaji Subhas Chandra Bose's Birth Anniversary, Republic Day, and International Mother Tongue Day foster cultural and patriotic engagement. NSS and NCC units lead activities promoting constitutional obligations and nationalism, including visits to old age homes and paediatric hospitals, distribution of essentials, environmental campaigns, and tree plantation drives.

First-year students are educated on voting rights and take annual oaths on 'Voters' Day.' Important national days like Gandhi Jayanti and Martyr's Day involve awareness programs, cleanliness drives, and lectures. Faculty contribute to the election process, underscoring the college's role in creating constitutionally aware citizens. Initiatives like International Yoga Day, Vigilance Awareness Week, and National Unity Day reinforce values of integrity, sustainability, and unity, reflecting the college's commitment to holistic education.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.**

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**

The college actively celebrates national festivals, thematic days, and the birth and death anniversaries of eminent personalities, fostering patriotism, cultural awareness, and ethical values. Independence Day and Republic Day are observed with vibrant programs involving students and faculty, promoting pride and nationalism. Tributes are paid to figures like Mahatma Gandhi, Sardar Vallabhbhai Patel, Dr. Babasaheb Ambedkar, Netaji Subhas Chandra Bose, and Dr. Sarvapalli Radhakrishnan, among others, through events like flag hoisting, essay writing, poster presentations, and inspirational speeches by invited dignitaries.

The college marks significant days like Constitution Day, Voters' Day, International Yoga Day, Women's Day, World AIDS Day, Kargil Diwas and International Mother Tongue Day. Teachers' Day is celebrated on September 5th with great respect, emphasizing the values of genuine teaching and teacher-student respect. Events like Navratri, Durga Puja, and Garba foster religious harmony among students and staff. Environmental awareness is highlighted through tree plantation drives on World Environment Day.

Cultural and constitutional celebrations are integral to the institution's co-curricular activities, enriching students' experiences and nurturing strong cultural beliefs. By organizing programs and engaging students in meaningful observances, the college instills values of patriotism, ethics, responsibility, health awareness, and physical and mental fitness, promoting a holistic understanding of India's cultural and historical heritage.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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."Social Responsibility and Environmental Sustainability"

Community and social development are essential pillars of higher education institutions, fostering holistic growth and driving sustainable societal progress. Our college actively engages students in community development and environmental consciousness through initiatives led by the National Service Scheme (NSS)CWDC and Eco Clubs. NSS promotes social transformation by instilling

values of community service and civic responsibility among students. Its activities include cleanliness drives to promote hygiene, health camps offering medical assistance and awareness. Additionally, NSS organizes village camps, visits to old age homes, distribution drives of clothes and toys. By integrating NSS and Eco Club activities, the college addresses socio-environmental challenges in order to nurture responsible citizenship and leadership qualities amongst students. These efforts enrich the academic experience, foster sustainable development, and contribute meaningfully to societal welfare. CWDC, under SETU conducted lectures on women empowerment for women in neighbouring area and female staff on campus.

## 2. "Skill Development and Capacity Building"

UDISHA Club's main focus is on career development. Finishing school training and CWDC classes regularly provide skill development classes for girls. Research and entrepreneurship initiatives like the Student Startup Policy (SSIP) and Innovation Club provide mentorship, funding, and incubation support for students' startups. Collaborations with industry, institutions such as DA-IICT Gandhinagar, neighbouring colleges viz Government Science College, Khokra offer exposure and sensitization programmes. Tata Consultancy Services conducted employability skill development classes on campus. By inviting existing entrepreneurial start ups like 'Simply Salad', the college provided successful start up stories for students.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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 college regularly focuses on skill enhancement and capacity building courses. We understand that Arts graduates will find hurdles in the job market immediately after leaving college as there is tough competition out there. Moreover, girls discontinue their studies due to societal and economic pressures. Hence, the college attempts to enhance their skills through workshops and training conducted on campus thus aiding their economic independence through self employment. CWDC conducted workshops on

glass painting and artificial flower making.

Tata Consultancy Services conducted ' Youth Employment Programme for Graduates' to make students industry ready.

Coaching classes for competitive examinations were conducted free of cost for students, this helps the economically weaker section gain an edge.

To enhance the IT skills of students, the college conducted computer classes during the summer vacation of 2022. This was welcomed by students as their time was fruitfully utilised and the college resources were put to good use.

Yoga classes were conducted with the help of Gujarat State Yoga Board to train students to become certified yoga trainers.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The curriculum for the undergraduate programs is delivered strictly following the guidelines of affiliating university and the stakeholder's feedback, aligning with the vision and mission of the institution to meet the local/National regional/global developmental needs of the society. In the year 2023-24, the curriculum was formulated and delivered in tune with the latest updates of the subject as per NEP 2020 guidelines and monitored by IQAC of the college. Co-curricular and extra curricular activities aim to inculcate these qualities in order to bring about holistic personality development with advanced core and elective courses along with specific emphasis on practical knowledge, soft skills and ability enhancement courses as well as Indian Knowledge system and Value Based courses. Each academic year, departments submit individual academic calendars detailing their plan of action for the whole year, keeping in mind the time frame given by the university. Curriculum is delivered effectively and efficiently using Chalk and Duster Method as well as Smart Classrooms. Expert lectures are conducted with prior approval of IQAC on subjects related to the syllabus and other holistic areas. Special tutorial sessions are engaged to support slow learners.

An excellent tutorial and mentor ward system supports the goal of effective curriculum execution. Through interactions and meetings organized by teachers with students as well as their parents, the academic and other challenges faced by kids are appropriately addressed.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.gujaratuniversity.ac.in/nepsyllabus">https://www.gujaratuniversity.ac.in/nepsyllabus</a>

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

The institution adheres to the affiliating University's academic calendar for carrying out all academic activities including the conduct of Continuous Internal Evaluation (CIE).

Examinations are conducted strictly according to University guidelines and as per Gujarat University syllabus. A dual level examination pattern was followed i.e continuous internal assessment and the end semester university examination based on the ratio of 30: 70 for the students of Third Year and Second Year. From the academic year 2023-24, the academic structure and credit frame work have been revamped for the students of First Year as per the guidelines of NEP 2020 and Gujarat University. Ability Enhancement and Skill enhancement courses as well as Value Added Courses and Indian Knowledge System (IKS) have been introduced in the syllabi. Evaluation of First Year students was done through CCE(Continuous and Comprehensive Evaluation)and SEE (Semester End Evaluation) based on the ratio of 50:50.The Internal marks are decided on the basis of internal evaluation, assignments, seminars, project work, practicals and attendance. Students are oriented about the evaluation process in the orientation meeting and regularly during classroom teaching. Examination cell consisting of senior faculty members is formed for smooth functioning of examination process. College ensures transparency in the evaluation process.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://www.gacmaninagar.com/includes/downloads/academic-calander-2023-24.pdf">https://www.gacmaninagar.com/includes/downloads/academic-calander-2023-24.pdf</a>

**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**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
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

1

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)

3

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

20

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

during the year

127

File Description	Documents
Any additional information	<a href="#">View File</a>
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

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

Department of English has introduced a course titled ' Women's Literature' in Third year to sensitize students towards Gender equality. Various workshops are conducted by Collegiate Women Development Cell such as self defence techniques, skill based and vocational training for women. Awareness of women's rights, legal aid, female hygiene and health issues etc. are tackled through expert lectures. Not only girls but boys are also encouraged to participate in these workshops so as to ensure gender sensitisation.

Students are taught conservation of resources and the value of organic farming. Cleaning staff on campus are taught the necessity of segregation of waste.

NSS students have contributed significantly to society through distribution of grain, chappals. clothes, toys and spending time with the elderly and sharing with the needy. The institute often hosts events including blood donation camps and thalassemia screenings.

Chapters in several courses talk about gender equity and sensitivity issues. CWDC and Sexual Harassment Cell deals with the complaints of sexual harassments. College carries out Green and 'Plastic Free Campus' drive and promotes green energy and environment conservation through lectures and plantation drives in college.

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	<a href="#">View File</a>

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

1

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

42

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>

<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	(1) <a href="https://www.gacmaninagar.com/includes/pages/2023-24.pdf">https://www.gacmaninagar.com/includes/pages/2023-24.pdf</a> (2) <a href="https://forms.gle/phZ9GsFjmD2KE58F9">https://forms.gle/phZ9GsFjmD2KE58F9</a> (3) <a href="https://forms.gle/jxLPLd6w3bkePkRk6">https://forms.gle/jxLPLd6w3bkePkRk6</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>360</b>	

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

182

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

Students are admitted as per the centralized University admission system following their subject choice. During the admission process, the college admission committee counsels each student in the selection of subjects by evaluating her/his mark sheet as well as their interests, however, the final choice lies with the students. Moreover, if a student finds it difficult to cope up at the end of two semesters, then she/he is given a chance to interchange core and first elective subjects in the third semester so that they can perform better.

Once the admission process is over institution conducts an Orientation program to orient the new batch and familiarize them with the environment and as well as the various aspects of the institution. GACM promotes peer learning through inclusive classrooms catering to its diverse student population. A robust tutorial system allows teachers to examine students' learning needs and challenges to measure their learning levels. A continuous internal assessment and review is used to track their progress. The college identifies slow learners and advanced learners. Remedial classes are conducted for slow and weak learners. The college offers special lectures for advanced learners by inviting various subject experts to upgrade their

knowledge beyond the given curriculum. The institute maintains a proper attendance record and strictly adheres to the university's rules.

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
897	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

A number of teaching-learning methodologies are adopted viz. fieldwork and project work are promoted within and outside the classroom through extracurricular and departmental activities. Both individual and collaborative works help in optimizing experiential as well as participative learning and generate problem-solving skills. Departments enhance experiential and participative learning by generating opportunities for students to engage with experts in academia, research as well as industry. Seminars, conferences, workshops, webinars, and guest lectures are organized by all departments to expose students to academicians, practitioners, and experts in various fields. Experiential and participative learning is also enhanced through a very wide array of extra-curricular and co-curricular activities. Some of the activities are as follows;

- Cooperative lectures are conducted each year by the Department of Economics in collaboration with the Ahmedabad District Cooperative Union which is under Gujarat State Cooperative Union.

- Department of English runs 'English Language and Literature Club' on alternate Saturdays where group discussions, conversation sessions, presentations, movie and documentary screening is done.
- Visits to L.D Institution of Indology and Heritage Walk are undertaken by the Department of Indology and Sanskrit.
- The Department of Psychology has a counseling center for students.
- Department of Political Science involved students in the task of electoral enrolment so that they may comprehend the electoral process better. Each year the college appoints Campus Ambassadors who represent the youth voters.

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

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

ICT infrastructure includes a Wi-Fi-enabled campus, classrooms with projection facilities, computer labs, and a library equipped with computers for students to access online resources, as well as AV content and audiobooks for visually challenged students. The well-equipped computer labs (Digital Resource Centre) ensure that all students have access to ICT facilities in the college. Administrative and technical support is available for the smooth rendering of academic learning.

The use of ICT tools has become integral in preparing lectures. Sourcing and distributing reading material, collecting information, maintaining records, and communicating. Chalk and talk are supplemented by ICT presentations routinely to help students visualize better. Besides using ICT tools for teaching-learning, administration, and evaluation, the College also used ICT tools for providing a learning environment for holistic development through webinars, quizzes, performing arts, etc. The college has adopted many innovative digital practices in

teaching-learning viz subscribing for NList Programme of Inlibnet to enrich e resources and encourage innovation in Teaching and Learning. The college conducts free of cost coaching classes for the students to brush up their knowledge of computer. Students use computer lab to fill out online examination forms, mock tests, etc.

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.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 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

17

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

194

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 college adheres to the guidelines and regulations of Gujarat University of internal assessment. While adhering to the University norms regarding internal assessment, the college has retained the flexibility to allow teachers to design the pattern and schedule of internal assessment to best suit the domain requirements of the course being assessed, and the profile of the students attending the course. As per college policy, students are given multiple opportunities to improve their performance. Students are provided practice questions and practice tests. The tutorial system clears doubts and prepares for internal assessments as well as semester-end centralized examinations.

The finally compiled internal assessment grade is shared with students, and displayed on departmental notice boards for at least a week. This allows for a prompt correction of errors, should any occur. Due concessions for extracurricular and co-curricular activities are granted. Grievance redressal and scrutiny are done by the moderation committee, both at the department level and college level. A meeting of the examination committee, Heads of departments, and the principal is convened before examinations to discuss the exam schedule, evaluation timeline, and troubleshooting if any. A meeting is convened after examinations for assessment of results. Moreover, the college is also a center for university examinations.

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 Process of internal assessment is implemented by the examination committee of the college which consists of senior faculty and Convenors of admission committees for each year. The examination committee is responsible for transparency, accountability, and punctuality in the internal evaluation process. Each faculty takes care of seminars, attendance, and assignments in the papers assigned to them. Marks are submitted and compiled by Heads of the departments before submitting to the examination committee. Internal exams are conducted as per the university academic calendar. If a student has any query

about his performance, then the concerned teacher addresses his/her doubt till the student is satisfied. Any modification in marks is duly rectified and the student is informed of the same.

The internal evaluation process is explained in detail to the new students during the orientation programme. Internal marks of 30 consisting of examinations, assignments, seminars, and attendance are sent to the university where external evaluation of 70 marks is conducted in the university examinations at the end of each semester. The college retains the answer sheets for three years for any queries that may crop up. If a student is dissatisfied with his/her performance in the university examinations re-assessment process is also initiated by the college.

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 college strictly adheres to the academic calendar and examination schedule announced by the University. The academic calendar is displayed on the college website and the college website is also regularly updated on all matters. Contact details on the website enable students to access administrative support staff as and when required. Links to all University documents concerning the Undergraduate framework are available on the college website. The college website also provides various student-centric links to the Gujarat University portal.

Board of Studies of different subjects informs the department of changes in the syllabi and heads of the department allocate papers for teaching to the faculties after internal discussions. The objectives and expected outcomes of various courses are also evaluated at the beginning of the semester. Students are familiarised with different courses run by the college at the time of admission. They are further acquainted

with the syllabus and examination pattern during orientation and individual subject lectures. Course outcomes are discussed in classrooms and by the placement cell. It is our constant endeavour to introduce students to critical and research-oriented thinking.

Language students enrich their language and learn about human and moral values, culture, and traditions of different regions and countries. In the Social Science subjects, students are taught the relevance of their topics in the current scenario.

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.

The college believes in continuous upgradation and works towards the attainment of the desired outcome in its teaching-learning process. Faculty members share with their students a detailed and comprehensive teaching scheme that lays out the structure and weekly distribution of lectures, tutorials, and practicals that help bridge the gap that emerges in routine classes. Systemic mechanisms are in place to continuously monitor the academic progress of students and ensure that course and programme outcomes are attained.

All Heads of the Departments discuss the course outcomes at the beginning of the academic year with other members. Syllabi is discussed and the examination pattern is conveyed to the students in class. Teachers regularly ensure that the course content is delivered fruitfully through a healthy rapport with the students in class. Question papers are set in such a manner as to assess how much the student has grasped. Class tests also ensure the same. Results and feedback forms are analyzed so that the administration is aware of lacunas in different spheres. Assignments/projects submitted by students and marks obtained by them also indicate the outcomes. Marks are also reserved for attendance, this ensures that students attend classes sincerely. Feedback forms are discussed with the

stakeholders and necessary action is taken to resolve problem areas, Social awareness programmes are also encouraged and stress is laid on the holistic growth of the students.

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

181

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)

<https://www.gacmaninagar.com/includes/pages/2023-24.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

1

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

9

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**

1

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**

5

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 institute is committed to sensitize its students about social issues and instill in them values of Community Service, Empathy, Civic Responsibility and Group Living. As a part of Extension Activities, an NSS unit is established in the college in which 100 students actively participated in various Social Service activities carried out throughout the year for the wellbeing of its neighboring community and needy people in the city. Various Programmes viz Tree Plantation Drive, Seven Days Camp in a neighbouring village-'Bhavpura, district Gandhinagar , 'Swachhta Abhiyan' Programmes, Visit to Old Age Home, Awareness Programme on "No Plastic Use", Grain, Footwear

Distribution in the neighboring areas, Fruits, Biscuits and Toy Distribution at Civil Hospital were organized by the college for development and wellbeing of its neighborhood community which in turn helped to create compassion, understanding and team work in students ensuring their holistic development.

The college also has an active Women's Cell which organizes various programmes and activities for gender sensitization and address issues faced by female students and women of the society. A lecture was organized for addressing the issues of women safety and security, food, nutrition and health.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

140

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

6139

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

2

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
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**

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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 college makes systematic efforts to ensure constant and continuous updation in the infrastructure. It's equipped with all the required basic amenities which include sufficient number of classrooms, laboratories and staff rooms. Committees are in place for creation, maintenance and enhancement of infrastructure. The institution approaches RUSA, Knowledge Consortium of Gujarat and Commissioner Higher Education for allocation of various funds. Class rooms can accommodate 90 students each (approximately). College is well equipped with computers. College has smart classrooms equipped with smart boards which are regularly used for teaching-learning and imparting quality education.

- All Faculty Members and students have access to computing equipments - computers and printers, which helps in improving their performance
- Dell-cum-Computer Lab:01( Room No. 220): 25+1 = 26 computers with Wi-Fi facility are available for students. 25 students can use the computer lab at a time.
- A rich library with Soul software version-2.0 since 2013 and Nlist (Inflibnet) subscription and other e resources.
- It has rare books of Shastriji, donated by his family.
- A well equipped Psychology laboratory.
- Multi- purpose hall.

- Museum dedicated to K K Shastriji
- A large campus where outdoor sports and cultural events are conducted.
- CCTV cameras have been upgraded to cover the entire campus and classrooms. This ensures enhanced security and transparency during examinations as well.

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 college has a large campus for sports activities, both indoor and outdoor.
- Self defence classes, yoga and aerobics are conducted in the multi- purpose hall.
- Separate rooms for NCC girls' unit, NSS unit, CWDC unit are allotted for smooth functioning of activities.
- Sports activities are encouraged on campus while participation in inter college events is ably supervised by the PTI.
- Upgradation of sports equipment is taken care of on a regular basis through annual sports' grants and fees.
- Government grants and cultural fees are utilised for upgrading cultural facilities and equipment.
- Most cultural events are hosted in the auditorium or outdoors when the weather permits.
- Government grant is dispersed each year in such a manner that all cultural heads are taken care of. Cultural activities fall under the wing of 'Saptdhara' where all events are taken care of.
- CWDC and SETU grant is used for skill development of the girl students and for gender sensitisation of both boys and girls.
- SSIP grant is utilised for developing innovative mindset and research oriented attitude in students. Lectures for creating awareness towards start ups are regularly organized.

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.

8

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

8

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)

Rs. 6659154

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)

Our college has a rich library. Students are encouraged to use the facilities on a regular basis. During lectures, faculty members recommend reference books prescribed in the syllabus and extra reading material.

Library is partially digitalised and intends to be fully automated in coming years.

The college has updated its library with NList Subscription and other e resources.

The college procured e content related to the syllabus for the visually challenged from the Adult Education Centre for the Blind. This aids students who are differently abled to bridge their handicap. The college takes special care to add books that are helpful for competitive examinations so that students may prepare for and qualify in services immediately after their graduation. The books are purchased on the recommendation of the faculty members. The list of books is first approved by the respective HODs and then by the Principal. There is also a library advisory committee which looks after the whole process. Certain grants are also given by generous donors and procured from Sahitya Academy and Granth Norman Board at subsidised rates.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

Rs 85,763

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>

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

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

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

All academic departments and administrative office in the college have been given the facility of computers, printers and photo copy machines. The institution has upgraded LAN facilities last year to meet the demands of online teaching and webinars.This emboldened the existing internet facilities and

enabled highspeed internet of up to 100 mbps to reach the offices, classrooms and staff rooms. Facilities for on line fee collection, assessment work, teaching, conducting webinars were upgraded. The college regularly upgrades IT infrastructure and associated facilities by purchasing new hardware as well as software for different departments and administrative offices. In house Photocopiers have helped us to print question papers on campus so that complete secrecy may be maintained and at the same time make the process economically viable. CCTV cameras have been upgraded to cover the entire campus and classrooms. This ensures enhanced security and transparency during examinations. New Computers were purchased through KCG and UDISHA grant to enhance career opportunities for students by developing their computing skills.

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

#### 4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

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

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)**

Rs. 6659154

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.

The college has well defined government guidelines and procedures for repairing, maintaining and utilizing physical, academic and support facilities. While the building is under the purview of Roads and Buildings department, purchase and up gradation of IT and other necessary items is accomplished through government grants. Library, sports facilities, computers and classrooms are regularly monitored by the college committees under the guidance of the Principal.

Arrangement for proper and timely maintenance of these facilities is done with the help of available grants of the government. Purchase of items is done after submission of proposal, review and approval of grant by purchase committee.

All purchase is done through GEM and any item above 25000/- is bought after due permission of District Level Purchase Committee. The responsibility for cleaning the campus and security rests with contractual staff. Grant for the same is provided by the government.

Green Audit is conducted regularly. The students and staff look after the environment friendly methods of disposal of garbage on campus and solar panels are properly maintained.

E- waste, used answer books and other discarded material is sold off to the concerned/ deputed agencies appointed by the

governmentonly after proper verification by committees.

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

168

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>

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

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

00

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>

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

**A. All of the above**

File Description	Documents
Link to institutional website	<a href="https://www.gacmaninagar.com">https://www.gacmaninagar.com</a>
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**

50

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

50

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

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**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**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
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

11

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

0

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.

07

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 )

The college is aware of its responsibility to instill leadership qualities in its students and also make them aware of the democratic process in selecting leaders while serving the society as leaders themselves. Keeping this in mind, the SRC (Students' Representative Council) is formed in the college on the basis of academic merit and in accordance with Gujarat university rules. The students' council consists of a General Secretary, Cultural Secretary, Ladies' Representative, Sports Secretary and class representatives selected from different classes and divisions of the college. Ladies Representative is appointed so that the girls receive a fair representation. Students are selected from each class so that there is a balanced representation. The staff encourage the SRC to organize various activities of the college. The council also submits suggestions for celebration of days and important activities of the college. They manage the extracurricular, cultural and sports activities within the campus, maintain discipline and cleanliness on the campus and voluntarily help in organizing programmes. The council is also encouraged to bring issues pertaining to the welfare of the students before the Principal. In short, they serve as a bridge between the staff and college.

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**

96

File Description	Documents
Report of the event	<a href="#">View File</a>
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

The college has a registered Alumni Association from the year 2013. The association helps ex-students to cherish the special bond that they have with the alma mater. Alumni meet is conducted every year. Alumni are invited for motivational interactions with the students and to share their experiences. Apart from the general alumni association, every individual department also takes care its own separate alumni group. The institution has developed a database of all alumni with their personal and professional information. The association is actively involved in the development of the institute with indisputable commitment. The college invites and encourages participation of ex- students in various extra curricular activity such as Coaching classes. Reading facilities are provided to ex students in the library. The alumni act as mentors to current students. Ex- NCC cadets help in training existing cadets in the drill and march pasts. Alumni who were sports persons pitch in for existing sports events and help prepare students for university and national events. They also help train current students for cultural events.

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

5.4.2 - Alumni contribution during the year E. <1Lakhs

(INR in Lakhs)	
File Description	Documents
Upload any additional information	No File Uploaded
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The governance of the institution is reflective of and in tune with the vision and mission of the institution:</p> <p><b>Vision:</b> To provide quality education and incorporate the latest trends in teaching and learning. To cater to the needs of the environment and imbibe ethical values to mould better citizens for society.</p> <p><b>Mission:</b> Teach moral conduct through a humanitarian approach, discipline, and reverence for the nation. The mission of the college is to provide value-based education and to bring out the hidden potential of students. To inculcate curiosity and commitment in academics.</p> <p><b>Objectives:</b> To give equal opportunities to all. To enhance research. To create self-confidence by offering holistic development of students. Quality education is the motivating force behind Government Arts College, Maninagar. The core values imparted are good moral character, respect for others, honesty, self-discipline, hard work, love of learning, and appreciation of diverse religions and cultures. The institution is committed to building an atmosphere of growth based on equality for all stakeholders. The college encourages students and teachers to enhance research and build a critical mind through seminars, workshops, conferences, and research projects. The aim of any institution of higher learning is placement for its students. In this direction, we have organized campus placements, coaching for competitive examinations, and skill development workshops with the aid of government grants.</p>	

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 college, overseen by the Department of Higher Education, Government of Gujarat, boasts a decentralized, proactive, and participative management structure, granting the Principal authority to govern within governmental regulations.

- Action plans, aligned with CHE guidelines, are collaboratively developed by both teaching and non-teaching staff in coordination with IQAC under the guidance of the head of the institute. Proposals for activities originate from teachers and students, approved in consultation with the IQAC and various committees, ensuring broad participation.

- The institute also supports all teaching staff to join the Faculty Induction Program, Faculty Development Program, short-term courses, Orientation Programs, and Refresher Course to upgrade their knowledge in their specific area.

- Faculty members are actively involved in committees, fostering a sense of ownership and responsibility. Student evaluation comprises exams, assignments, and attendance monitoring. Initiatives like the 'skill building and capacity building Training programmes' and 'Finishing School' supported by KCG, Govt. Of Gujarat, focus on enhancing students' communication skills and overall development.

- Admissions are conducted through the Centralised admission process in First Year as per Gujarat University and Department of Higher Education regulations.

- The college hosts SSIP and Innovation Clubs, facilitating student entrepreneurship and creativity.

- The Saptdhara Committee aids students' holistic development through diverse avenues.

- Grants from UGC-RUSA and KCG are utilized for knowledge

enhancement and institutional advancement, overseen by a Purchase Committee. Procurement is streamlined through the GeM Portal, contributing to the institute's progress

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

In the academic year 2023-24, our college designed its academic and extracurricular activities annual plan keeping in view the guidelines of NEP 2020. The college planned various short-term courses in co ordination with IQAC and different departments aiming to provide students with a broader range of choices, aligning with the objectives outlined in the National Education Policy (NEP) and the recommendations of the NAAC peer team. Furthermore, our college has embraced a decentralized power structure to maximize the utilization of institutional resources. Various committees have been established to oversee both academic and non-academic activities, ensuring efficient governance and operation within the college. These committees work in coordination with the Institutional Quality Assurance Cell (IQAC) to set objectives and determine the course of action for programs and initiatives. With a focus on holistic student development, every committee endeavors to support students throughout the academic year. Additionally, recognizing the importance of comprehensive growth, the college has instituted the Saptdhara Committee dedicated to aiding students through a variety of developmental programs. Through these measures, our college is committed to offering a diverse academic curriculum, fostering student engagement, and facilitating their overall growth and development in line with contemporary educational standards and best practices.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
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 Government Arts College in Maninagar operates under the auspices of the Education Department, Government of Gujarat, with oversight from the Director of Higher Education. The daily administration is managed by the Principal, who works in collaboration with academic and administrative staff. Recruitment procedures and service regulations adhere to guidelines set forth by the Department of Higher Education and Gujarat State Civil Service Rules. The administrative wing is headed by the Head Clerk, supported by Senior and Junior Clerks, Peons, and a Librarian. The academic wing comprises Associate and Assistant Professors, Contractual Lecturers, Visiting Lecturers, and Physical Training Instructors (PTI). Under the guidance of the leader of the institute, the IQAC in collaboration with the heads of various Departments formulates strategies, policies and action plan for effective management of the academic and administrative work. To facilitate co-curricular and extracurricular activities, the college has established various committees and cells, each led by a Convener and comprised of members. An Annual Self-Appraisal Review system is implemented for both administrative and academic staff, with evaluations conducted by the Principal and reviewed by higher authorities such as the Commissioner of Higher Education and Principal Secretary of Higher Education. Participative management is promoted through the Student Representative Council (SRC) and other committees, with the Institutional Quality Assurance Cell (IQAC) ensuring qualitative standards. A grievance redressal cell addresses concerns and suggestions, with actions reported back to the IQAC and the Principal for further review and implementation.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://docs.google.com/presentation/d/1Y1XQy3eSPZCh8G-MF3VcPM4CeD466rvn/edit?usp=sharing&amp;ouid=114144250820407901111&amp;rtpof=true&amp;sd=true">https://docs.google.com/presentation/d/1Y1XQy3eSPZCh8G-MF3VcPM4CeD466rvn/edit?usp=sharing&amp;ouid=114144250820407901111&amp;rtpof=true&amp;sd=true</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<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 teaching and non-teaching staff are granted all benefits as per government regulations. Government staff gets the benefit of pension schemes such as GPF/CPF, regular annual increments, government housing benefits, medical aid and leave, etc. Leave Travel Concessions (LTC), and leave encashment benefits as per the Government of Gujarat and university rules are granted. Group medical insurance of the staff has been taken care of by the government. Teaching staff and non-teaching staff are constantly motivated to attend workshops, seminars, and professional training programmes to update their knowledge, duty leave is granted for the same. Administrative staff participated in departmental examinations for promotions. The college supports the staff with all IT and internet facilities

for their academic progress. The institution ensures that outsourced staff is given festival bonuses, and uniforms twice a year, and ESI and EPF are deducted for their benefit. An 'emergency fund' has been initiated by the college staff for the benefit of class 4 employees of the college who are given monetary help after approval of the staff club and the Principal for such crises as children's fees or medical emergencies.

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)	No File Uploaded

### **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)	No File Uploaded

### 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

5

File Description	Documents
IQAC report summary	<a href="#">View File</a>
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

To evaluate the performance of the faculty in teaching and nonteaching staff of the institute, the mechanism of self-appraisal is executed based on the norms of UGC and the Gujarat

Government. Both formal and informal means are used for evaluating the performance of the teaching and non-teaching staff of the college. The college teacher has to submit his/her self-appraisal report signifying the workload, participation in various seminars, conferences, workshops, and symposia, and involvement in curricular, extra-curricular, and extension activities. The teaching staff has to submit the Academic Performance Indicator form prescribed by the UGC under the Career Advancement Scheme to the IQAC. It verifies and reports to the principal which is submitted to the Director of Higher Education. The formal mechanisms for the evaluation of the Performance of the faculty are self-appraisal reports and feedback from students. The informal evaluation is done through surprise visits to the class by the Principal and casual conversations with students, parents, alumni, and colleagues. The non-teaching staff also fills and submits its self-appraisal report to the principal which after verification is sent to CHE.

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

Performance audits and financial audits are conducted at regular intervals. The financial resources of the college are managed in an effective and foolproof manner. There is a fully computerized account department supported by IFMS. All transactions are supported by invoices and vouchers. There are two types of audits -internal audits and statutory audits (Accountant General- Rajkot). The accounts of the institute are audited annually and externally by a qualified Chartered Accountant appointed by the institute. The Government deputed its audit team through the Commissioner of Higher Education (CHE) and AG RAJKOT. The audit team conducts audits of the salary grants, non-salary grants received from the government as well as the fees collected from students. If any objection is made by the audit team, the same must be cleared before the next claims are submitted. The inputs and remarks given by the

auditor are incorporated by the college in the future functioning of the college. Utilization certificates are submitted by the office for grants given by KCG. A government audit was conducted and cleared in October 2023. Minor objections were taken and resolved fully. Performance audit was also conducted by A. G. Rajkot for the academic years 2014 to 2020.

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 Government of Gujarat governs the college, which adheres to a well-defined financial policy. Annually, the college compiles a comprehensive list of requirements for the forthcoming academic year, covering essentials such as books, equipment, computers, and instruments. These requisitions are forwarded to higher authorities for evaluation and approval.

- The accountant prepares the college budget based on these requirements, which is then submitted to the Commission for Higher Education (CHE) and the Knowledge Consortium of Gujarat (KCG) for further consideration and sanction.

- Under the guidance of the Principal, a Purchase Committee is established to mobilize funds by government procurement procedures. This committee assesses the listed requirements, prioritizes them, and ensures optimal utilization of available financial resources.
- In-depth analysis of annual expenditure and budget scrutiny by the Purchase Committee ensures efficient resource allocation, particularly for major equipment purchases. Funds from library grants, Saptdhara, and UDISHA are utilized for the acquisition of books, journals, and reference materials for undergraduate students.
- The Purchase Committee oversees the procurement process, ensuring adherence to proper tendering procedures. Additionally, certain items are acquired through centralized dispersal procedures facilitated by CHE. The college has also initiated registration on the Government e-Marketplace (GeM) portal, streamlining purchasing procedures and enhancing efficiency.

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 contributed significantly for institutionalizing the quality assurance strategies and processes**

**IQAC has made a significant contribution to enhancing the quality of education and administration of the college.**

- Prepared strategies and did planning of academic, co-curricular and extracurricular activities to be carried out in the college for the year 2023-24 as per the guidelines of NEP 2020 in coordination with various department heads, committee heads and SRC students under the guidance of the head of the institute for quality enhancement and sustenance2) Planning and Organization of

training programmes and Short Term Certificate Courses for students viz 'Yog Trainer' Training of 100 hours in collaboration with Gujarat State Yog Board, Co operation Training of 30 hours(Seven Days) in collaboration with Gujarat State Co Operative Union, and 90 hours Certificate Course in Self Defence. 3) Successfully Planned and provided guidance for Organization of Various Skill Enhancement and Employability Building Training Programmes viz Training of 100 hours for Developing Employability skills and make students industry ready in collaboration with TCS, Workshop and training to make Glass Paintings and flower Making, Training for Competitive Exams and English Communicative Skills. 4) Encouraged students and faculty members to pursue research and innovation in the college by creating a conducive environment and research infrastructure as well as strengthened the Innovation Club and SSIP Cell to promote an innovative and critical mindset in students. 5) Drafting and Writing of AQAR as per the prescribed format and its guidelines.

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

- IQAC regularly conducts meetings with various committees of the college & students to review the academic and administrative structures and methodologies adopted by the college and its outcomes. •

- In the year 2023-24, as per the instructions from the State Government and Gujarat University, the college made significant efforts to implement the new credit structure and syllabi and help in creating ABC IDs of the students.

Based on the reviews and feedbacks from students, teachers and various committees, efforts were made to update ICT facilities, emphasis on introduction of skill based and capacity enhancement trainings.

•Skill Enhancement Workshops, motivational lectures, webinars, and Competitive Exam Coaching were approved by IQAC and smoothly conducted to ensure the all round development of the students. •

Under the guidance of IQAC, the Unit of NSS & ECO Club was strengthened and many activities of social and ecological concerns were organized in the college. •

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)**

A. All 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)	<a href="#">View File</a>

## **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 college prioritizes gender consciousness, equity, and safety through a multifaceted approach aimed at creating an inclusive and secure environment. Campus is equipped with CCTV surveillance and sanitary napkin vending machines, ensuring safety and convenience. Female staff and security personnel contribute significantly to fostering a secure atmosphere. The college deters trespassers via the-clock security with trained guards conducting ID checks.

The college has an active CWDC, prevention of sexual harassment cell and NCC girls' wing. Under the SETU (Sustaining Equality Through Universities) scheme, seminars such as "Moving Towards Enabling and Empowering Women" and discussions on "Food and Nutrition for Women" have been organized. Additionally, CWDC conducts expert lectures and training sessions under POSH and POCSO, self defence classes, cyber security lectures for girls. Female faculty accompany the girls on field visits and NSS camps. Gynaecologists are invited for lectures to increase awareness about female health and hygiene. Lectures have also been conducted for cyber security amongst girls. Female students are given fee concessions to discourage dropouts. Department of Psychology operates a confidential counseling center to address personal challenges and prevent education discontinuation.

A student Ladies' Representative on the Students Representative Council ensures that female voices are actively heard. Collectively, these initiatives uphold the college's commitment to empowering women and maintaining a secure educational environment.

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**

**C. Any 2 of the above**

energy      **Biogas plant Wheeling to the Grid**  
**Sensor-based energy conservation**  
**Use of LED bulbs/ power efficient equipment**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

The institution is equipped with a robust waste management infrastructure to address diverse waste streams, adhering to environmentally conscious practices.

**Solid Waste Management:**

The campus implements an organized solid waste management system with strategically placed bins for segregating degradable and non-degradable waste. Regular waste collection services, in collaboration with Ahmedabad Municipal Corporation ensure proper disposal. Awareness campaigns in collaboration with Environment department in the neighbouring college, further educate the campus community about responsible waste disposal.

**Liquid Waste Management:**

An advanced liquid waste management system includes an efficient drainage network and rain water harvesting. Regular monitoring of water quality ensures compliance with regulatory requirements, contributing to sustainable water management practices.

**E-Waste Management:**

The management of e-waste typically involves a combination of government initiatives and public awareness campaigns. The Gujarat government has specific regulations in place regarding the handling, disposal and recycling of electronic waste. These regulations include proper collection, transportation, and treatment of e-waste hence we manage E-waste as per government

procedures.

#### Waste Recycling System:

A comprehensive waste recycling system encourages the segregation of recyclable materials at the source. Recycling bins for paper, plastic, glass, and metal are strategically positioned across the campus. Collaborations with local recycling units ensure the proper processing and recycling of materials, contributing to sustainability efforts.

#### Hazardous Chemicals and Radioactive Waste Management and Biomedical Waste Management:

Being an Arts College, we do not handle chemicals or radioactive waste. Biomedical waste such as sanitary napkins etc are disposed of hygienically.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
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**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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:**

B. Any 3 of the above

- 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**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
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**

**A. Any 4 or all of the above**

assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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 college is committed to fostering an inclusive, equitable environment that celebrates diversity while promoting tolerance, unity, and harmony. Emphasizing democratic values and women's empowerment, it transcends racial, cultural, social, and linguistic boundaries to create a supportive atmosphere for all students. Admissions are conducted inclusively, ensuring representation for SC, ST, differently-abled, backward communities, minority groups, and students from other states, as per university mandates. Financial support is given through government scholarships. Thus, support to disadvantaged students highlight the institution's dedication to easy accessibility of higher education.

Special initiatives such as remedial coaching for academically weaker students and facilities for differently-abled learners (Divyangjan) enhance learning opportunities. Various bodies and programs, including the College Women's Development Cell (CWDC), Student Representative Council (SRC), Anti Sexual HarrasmentCell, SETU, NSS, and NCC, actively foster inclusivity and student empowerment. Activities like gender sensitization talks, self-defense training, health and hygiene awareness, human rights discussions, and skill development workshops are regularly organized. Alumni students are also offered courses such as Competitive examination coaching, Self Defence Courses and Skill enhancement courses totally free of cost.

Cultural development programs and community service initiatives

further strengthen the bond among diverse student groups, ensuring a sense of belonging. Overall, the college demonstrates its commitment to holistic development and academic inclusiveness by providing a nurturing environment that supports students from all backgrounds.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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 college begins each academic year with a comprehensive Induction Program for staff and students, highlighting rights, responsibilities, ethical conduct, and behavioral expectations. Key national festivals are celebrated in addition to important days such as Constitution Day and National Voters Day etc. Relevant excerpts are prominently displayed across the campus. The institution emphasizes constitutional values, rights, and duties through workshops, seminars, webinars, special lectures, and exhibitions organized by departments, IQAC, and committees.

The college has dedicated Internal Complaints, Anti-Ragging, and Anti-Sexual Harassment Cells. Celebrations of National Youth Day, Netaji Subhas Chandra Bose's Birth Anniversary, Republic Day, and International Mother Tongue Day foster cultural and patriotic engagement. NSS and NCC units lead activities promoting constitutional obligations and nationalism, including visits to old age homes and paediatric hospitals, distribution of essentials, environmental campaigns, and tree plantation drives.

First-year students are educated on voting rights and take annual oaths on 'Voters' Day.' Important national days like Gandhi Jayanti and Martyr's Day involve awareness programs, cleanliness drives, and lectures. Faculty contribute to the election process, underscoring the college's role in creating constitutionally aware citizens. Initiatives like International Yoga Day, Vigilance Awareness Week, and National Unity Day reinforce values of integrity, sustainability, and unity, reflecting the college's commitment to holistic education.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
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>A. All 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	
<b>The college actively celebrates national festivals, thematic days, and the birth and death anniversaries of eminent personalities, fostering patriotism, cultural awareness, and ethical values. Independence Day and Republic Day are observed with vibrant programs involving students and faculty, promoting pride and nationalism. Tributes are paid to figures like</b>	

Mahatma Gandhi, Sardar Vallabhbhai Patel, Dr. Babasaheb Ambedkar, Netaji Subhas Chandra Bose, and Dr. Sarvapalli Radhakrishnan, among others, through events like flag hoisting, essay writing, poster presentations, and inspirational speeches by invited dignitaries.

The college marks significant days like Constitution Day, Voters' Day, International Yoga Day, Women's Day, World AIDS Day, Kargil Diwas and International Mother Tongue Day. Teachers' Day is celebrated on September 5th with great respect, emphasizing the values of genuine teaching and teacher-student respect. Events like Navratri, Durga Puja, and Garba foster religious harmony among students and staff. Environmental awareness is highlighted through tree plantation drives on World Environment Day.

Cultural and constitutional celebrations are integral to the institution's co-curricular activities, enriching students' experiences and nurturing strong cultural beliefs. By organizing programs and engaging students in meaningful observances, the college instills values of patriotism, ethics, responsibility, health awareness, and physical and mental fitness, promoting a holistic understanding of India's cultural and historical heritage.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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. "Social Responsibility and Environmental Sustainability"

Community and social development are essential pillars of higher education institutions, fostering holistic growth and driving sustainable societal progress. Our college actively engages students in community development and environmental consciousness through initiatives led by the National Service Scheme (NSS) CWDC and Eco Clubs. NSS promotes social transformation by instilling values of community service and civic responsibility among students. Its activities include cleanliness drives to promote hygiene, health camps offering medical assistance and awareness. Additionally, NSS organizes village camps, visits to old age homes, distribution drives of clothes and toys. By integrating NSS and Eco Club activities, the college addresses socio-environmental challenges in order to nurture responsible citizenship and leadership qualities amongst students. These efforts enrich the academic experience, foster sustainable development, and contribute meaningfully to societal welfare. CWDC, under SETU conducted lectures on women empowerment for women in neighbouring area and female staff on campus.

## 2. "Skill Development and Capacity Building"

UDISHA Club's main focus is on career development. Finishing school training and CWDC classes regularly provide skill development classes for girls. Research and entrepreneurship initiatives like the Student Startup Policy (SSIP) and Innovation Club provide mentorship, funding, and incubation support for students' startups. Collaborations with industry, institutions such as DA-IICT Gandhinagar, neighbouring colleges viz Government Science College, Khokra offer exposure and sensitization programmes. Tata Consultancy Services conducted employability skill development classes on campus. By inviting existing entrepreneurial start ups like 'Simply Salad', the college provided successful start up stories for students.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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 college regularly focuses on skill enhancement and capacity building courses. We understand that Arts graduates will find hurdles in the job market immediately after leaving college as there is tough competition out there. Moreover, girls discontinue their studies due to societal and economic pressures. Hence, the college attempts to enhance their skills through workshops and training conducted on campus thus aiding their economic independence through self employment. CWDC conducted workshops on glass painting and artificial flower making.

Tata Consultancy Services conducted ' Youth Employment Programme for Graduates' to make students industry ready.

Coaching classes for competitive examinations were conducted free of cost for students, this helps the economically weaker section gain an edge.

To enhance the IT skills of students, the college conducted computer classes during the summer vacation of 2022. This was welcomed by students as their time was fruitfully utilised and the college resources were put to good use.

Yoga classes were conducted with the help of Gujarat State Yoga Board to train students to become certified yoga trainers.

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

To strengthen the existing infrastructure on campus focusing on ICT based learning.

Start vocational courses for students especially computer based skills.

To Sign Memorandum of Understanding (MOUs) with industries and institutes to make students industry ready, sensitize them towards various current issues and latest trends, develop soft skills and employability skills.

Upgrade existing sports facilities.

Host national level FDP/ Seminars in order to facilitate exchange of knowledge and encourage research projects.

Facilitate research projects and industrial apprenticeships for students as per NEP guidelines.

Start certificate courses in multi disciplinary subjects.

Community service through NSS

Seminars for women empowerment.

Move towards greener initiatives to ease climatic burden.