YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Shree R P Arts, Shree K B Commerce and Smt B C J Science College
• Name of the Head of the institution	Dr. V. J. Dwivedi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02698220366
• Mobile No:	09712980066
• Registered e-mail	acskhambat@gmail.com
• Alternate e-mail	bcjscience@gmail.com
• Address	Shri R. P. Arts, K. B. Com. & Smt. B. C. J. Science College, Khambhat
• City/Town	Khambhat
• State/UT	Gujarat
• Pin Code	388620
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Sardar Patel University**
• Name of the IQAC Coordinator	**K T Gosai**
• Phone No.	**02698220366**
• Alternate phone No.	
• Mobile	**8980616263**
• IQAC e-mail address	**acskhambat@gmail.com**
• Alternate e-mail address	**bcjscience@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.acsckhambhat.com/aqar
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.spuvvn.edu/studentscorner/termschedule/Term-Schedule-Noti-24-25-Final.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.16**	**2009**	**29/01/2009**	**28/01/2014**

6.Date of Establishment of IQAC	**16/01/2017**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Azadi ka Amrut Mahotsav (2023-24)	Govt. of Gujarat	2023-2024	12000
Institutional	Azadi ka Amrut Mahotsav (2023-24)	Govt. of Gujarat	2023-2024	12000
Institutional	Placement Grant (2023-24)	Govt. of Gujarat	2023-2024	50000
Institutional	NSS Grant	S P University	2023-2024	102000
Institutional	NSS Shibir Grant	S P University	2023-2024	90000
Institutional	NSS Grant by PFMS	S P University	2023-2024	65603
Institutional	Yuva Samvad Grant (2023-24)	Govt. of Gujarat	2023-2024	20000
Institutional	Finishing School Grant (2023-24)	Govt. of Gujarat	2023-2024	127750
Institutional	Finishing School Grant (2023-24)	Govt. of Gujarat	2023-2024	127750
Institutional	Finishing School Grant (2024-25)	Govt. of Gujarat	2023-2024	255500

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	3	
• 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?	No	
• If yes, mention the amount		

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

1. Infrastructural Upgradation of IQAC/ Conference Room 2. Research Centre 3. Central Storage Facility 4. Yoga Centre 5. Painting of college building 6. Natural Farming Project

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
Thriving to support the social welfare, as a part of Institutional Social Responsibility, the institute has been persistently aiming to undertake the endeavor that can be proved beneficial for the socio-economic structure of the society. The retrospection directed to aim of spreading awareness about the importance of natural farming. As a part of Natural Farming Project, the committee came in contact with the officials of Gujarat Natural Farming Science University (GNFSU). The proposal of collaborative work was generated during introspective session, up on which the discussions were made and was decided to go for MOU with GNFSU and arrange a training workshop for farmers of surrounding area jointly with GNFSU.	The institute signed MOU with GNFSU on 17/01/2024. organized 'Natural Farming Training Camp' for the farmers of the surrounding area on 08/02/2024. Honorable Governor of Gujarat Shree Aacharya Devavratji consented to be the Chief Guest and Key-note speaker of the training camp. With him, the training session witnessed the gracious presence of Dr. C. K. Timbadiya (Vice Chancellor- Gujarat Natural Farming Science University), Dr. Niranjanbhai Patel (Vice Chancellor- Sardar Patel University) and Shree Pravin Chaudhari (Collector and District Magistrate, Anand District). The function was well announced in surrounding area, and, hence, 500 student farmers and 3000 professional farmers attended the training camp. On the day of training, the plantation of 1000 plants (containing 30 various species) was held in the auspicious presence of Hon. Aacharya Devavratji. It was a grand success and mojority of the farmers vowed to adopt natura; farming for their crops.

13.Whether the AQAR was placed before statutory body?	**No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	22/02/2024

15.Multidisciplinary / interdisciplinary

The basket for Inter/ Multi disciplinary subjects are decided and made available to students for selection by Sardar Patel University with which our college is affiliated.

16.Academic bank of credits (ABC):

Sardar Patel University, with which our college is affiliated, looks after to collect and manage the data of students to gratify the process of ABC.

17.Skill development:

The basket for Skill Development subjects are decided and made available to students for selection by Sardar Patel University with which our college is affiliated.

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

The basket for subjects related to IKS are decided and made available to students for selection by Sardar Patel University with which our college is affiliated. The teachers sincerely care to use indian languages during teaching-learning process.

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

Sardar Patel University, with which our college is affiliated, has designed the courses keeping in view Outcome Based Education. Programme Outcomes, Programme Specific Outcomes, etc. are well defined in each syllabus, and the teachers are instructed to follow them in their academic dealings.

20.Distance education/online education:

Not Applicable

Extended Profile

1.Programme

1.1   11

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **2108**

Number of students during the year

File Description	Documents
Data Template	[View File](#)

2.2   **531**

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

File Description	Documents
Data Template	[View File](#)

2.3   **162**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **43**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2   **58**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**11**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**2108**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**531**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**162**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**43**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	58

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	40
4.2 Total expenditure excluding salary during the year (INR in lakhs)	6169937.58
4.3 Total number of computers on campus for academic purposes	69

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

assess the covered curriculum and discuss the difficulties the students may be facing in the classes. Special attention is given to cater to the needs of both the Slow and Advanced learners.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.spuvvn.edu/students_corner/syllabi/

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

Before the commencement of each semester, Sardar Patel University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for internal/ semester-end examinations. The college follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except unforeseen circumstances. The academic calendars help faculty members to plan their respective course delivery, academic and co-curricular activities. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it. Internal Assessment tests (IA), assignments, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students. There is a well-defined process for the conduct of CIE as per the calendar of events. The internal assessment test timetable prepared by the examination committee is published on notice board, website and conducted as per the schedule. Post IA tests and evaluation of answer books are carried out by respective teachers. The continuous evaluation process supremely depends on laboratory works, submission of journals, project works, group discussions, assignments, quiz, viva, seminars, etc. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	https://www.spuvvn.edu/studentscorner/term schedule/Term-Schedule-2023-24-Final.pdf

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	View File
Any additional information	View File

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

11

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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

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

4

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

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

552

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

552

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

1.3 - Curriculum Enrichment

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

Moral Values, Human Values & Professional Ethics:The institute ensures the academic enrichment of the students by providing them choices of subjects. By studying these subjects, the students will be able to understand the importance of ethics and values in their personal, social & professional life after studying these courses. These subjects provide free environment for inculcating values and developing ethical competence among the students.College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students.

Gender Sensitization: The college has Collegiate Women Development Cell (CWDC) and Student Grievance Redressal Cell to promote gender equity among students. The college campus is secured with CCTV and high level security. There are separate Boys & Girls hostel (Incampus) for providing the safe environment to all students.

Environment & Ecology: The subjects like Environmental Studies and Energy Economics, offered by the college, are related to ecosystem, its balance & sustainability. Awareness about Environment is necessary for the protection of the environment and survival of human life. The College has an integrated rain water harvesting System, which is used for practicals in various science laboratories as an option to distilled water. The campus is ornated with numerous tree plantations. Keeping in view the environmental aspect, the college has already set up light polls supported by solar energy.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

01

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

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

14

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**E. None of the above**

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.acsckhambhat.com/sss

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

1268

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

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

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

531

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

2.2 - Catering to Student Diversity

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

Since our institute is located in a rural area, there are two types of students, Advanced Learners and Slow Learners. In this regard, the institute has designed a policy for the academic advancement of the students by assessing their level of education. For which, the subject teachers have been given autonomous responsibility with regard to Student Improvement in academic matters. Accordingly the students are divided into two sections namely Slow Learners and Advanced Learners based on the results of internal evaluation tests. Through personal meetings with both the groups, the teachers design the revision method separately for both the groups. In the period between the internal test and the university examination, each subject teacher arranges extra revision classes independently for both. In which, the advance learners are facilitated with some distinct academic tips to excel in respective subjects, whereas the slow learners are advised and rectified about their weaknesses and are supported to improve in their academics through considerable hard works. As a result of this joint effort of the teachers and the students, a definite upgrading is often observed in the university results.

File Description	Documents
Link for additional Information	https://www.acsckhambhat.com/learnerscapacity- building
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
2108	41

File Description	Documents
Any additional information	[View File]

2.3 - Teaching- Learning Process

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

Our institution envisions overall growth of the students coming to the campus from various backgrounds. We firmly believe that contemporary scenario robustly needs to formalize academic activities keeping in view students' requirements. The same ideology is also observed permanently in our curricular & co-curricular actions. To justify this, the teachers execute teaching process by inspiring students participate in discursive manner. They also adopt supporting methods like quiz, class seminars, project works, group discussions, assignments, guest lectures, academic celebrations, various competitions, etc. through which considerable progressive changes in the students have been witnessed over a period of time. The teachers, by discussing new challenges in this regard, frame and find out new methodologies to make such process more effective.

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

The teachers of our institute use proficient ICT tools to enable the students coping with modern learning necessities and to make the teaching process more effective. Regarding the need for this, we have three classrooms equipped with multimedia projectors and smart boards. In addition, we have two portable projectors and screens which can be used as and when they are required. The teachers prepare and use digital materials & presentations to deal with the teaching process in a lucid manner and to facilitate the students through audio-visual medium. Furthermore, the ICT tools are also used to show inspirational movies & speeches, and the movies produced on the basis of literary works. Because of the significant implementation, such tools have now become an integral and routine part of our academic activities.

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

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

2.3.3.1 - Number of mentors

00

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

2.4 - Teacher Profile and Quality

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

41

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File]
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

19

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

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

2.4.3.1 - Total experience of full-time teachers

693

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

2.5 - Evaluation Process and Reforms

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

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

in stipulated time frame. This adds substantial transparency and authenticity to the whole process of evaluation.

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 results of all mid semester/ internal examinations are posted on the notice board of the institute after 15 days. Under any discrepancy, grievance or dissatisfaction towards the results, the students can directly meet the subject teacher within ten days of the announcement of the result. After carefully listening the query of the student, the teacher is required to solve the doubts of the student by showing him/ her mistakes/ false writing in the answer book. The teacher also allows the student to justify what he/ she believes to be the truth. During the reassessment, if the teacher finds any change in marks, he does so and rectifies the result with immediate effect. Thus, the 'Exam Committee' of the institute has set up much transparent and lucid mechanism to solve any examination related grievance convincingly.

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.

Our institution is affiliated to Sardar Patel University, which meditatively follows LOCF (Learning Outcomes-based Curriculum Framework) pattern conceived by UGC. Accordingly the syllabus prepared and published (on its website) by Sardar Patel University consists of programme and learning outcomes. Thus, an individual institute doesn't need to frame the programme and course outcomes separately. As a part of the academic policy decided by IQAC of the institute, the teachers avail the information about such outcomes to the students during individual DOP (Departmental Orientation Programme). This can also be found on

`https://www.spuvvn.edu/students_corner/syllabi/.`

File Description	Documents
Upload any additional information	[View File](#)
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.

POs (Programme Outcomes), PSOs (Programme Specific Outcomes) and Cos (Course Outcomes) are integral parts of the syllabus prepared by Board of Studies for every subject recognized by Sardar Patel University. Accordingly, the teaching process in any college affiliated to Sardar Patel University robustly depends on such POs, PSOs and COs. And so, in order to justify the pedagogical substance of the curriculum, it befits very important to evaluate the attainment of different outcomes assigned to each programme. The process can also be helpful to encourage and apply Outcome Based Education for attaining a futuristic approach towards education. We have conceived the policy of assessing POs, PSOs and COs on the basis of students' curricular and co-curricular performances. For curricular performance, students are assessed through mid-semester/ internal and external examinations. And their co-curricular performance is evaluated on the basis of their activity in the classroom (quiz, seminars, assignments, group discussions, presentations, project works, viva voce, etc.) as well as their participation in various activities organized by the department/ institution.

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

499

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
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)

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

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	**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)	<u>View File</u>

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

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

00

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

01

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)	[View File](#)

3.2 - Research Publications and Awards

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

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

02

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

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

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

02

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

3.3 - Extension Activities

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

There are several activities carried out by the institution to promote orientation and holistic development of students, institution neighborhood community network and student engagement, contributing to good citizenship. They are as follow: 1. NSS unit is actively performing the leading role in the community services. The unit arranges service camps, annually, in the remote areas for 07 days. During camping, students are guided to perform socio-cultural activities like health awareness, medical checkup and blood donation camps. Skill based, inspirational and meditative lectures are also arranged where students are encouraged to have knowledge from the eminent scholars of various disciplines. 2. Thriving to justify government's initiatives, the institute also observes and celebrates designated days like Independence Day, Rebplic Day, Yoga Day, Fit India Day, National Voters' Day, World Mother Language Day, Teacher's Day, Hindi Day, International Women's Day, Nutrition Week, etc. for socio-cultural reforms. 3. Under CPE, the college has adopted a village Nagra and conducted various programmes to create awareness about health, education and social equality. 4. The NCC unit inspires and prepares the cadets to participate in diversified camps like NIC, ALC, RDC, TSC organized by DGNCC, Government of India to stimulate the cadets about their sociopatriotic responsibility. 5. Under the flagship of CWDC, the institute held various activities for the betterment and up-gradation of girl students.

The institute has also initiated lectures by police department and lawyers to make students aware about the law systems of the country, and thereby enable them to be a good citizen.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

55

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

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

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

35

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

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

3.4 - Collaboration

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

Nil

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

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

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

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College is situated in Shree B. D. Rao College Campus with 83 areas of Land. The college always gives priority to student's facilities for effective teaching – learning process. The college obtains maximum support from UGC and uses its grants to develop infrastructural facilities for teaching and learning process. The college has augmented its infrastructure systematically and continuously over the years. At present also the task of augmenting the infrastructural facilities for effective teaching and learning in the college is going on.

The details of the infrastructure facilities available in the college for teaching – learning are summarized as follows:

No.

Description

Number

1

Total Classrooms

31

Classrooms with LCD/ Projectors facilities

03

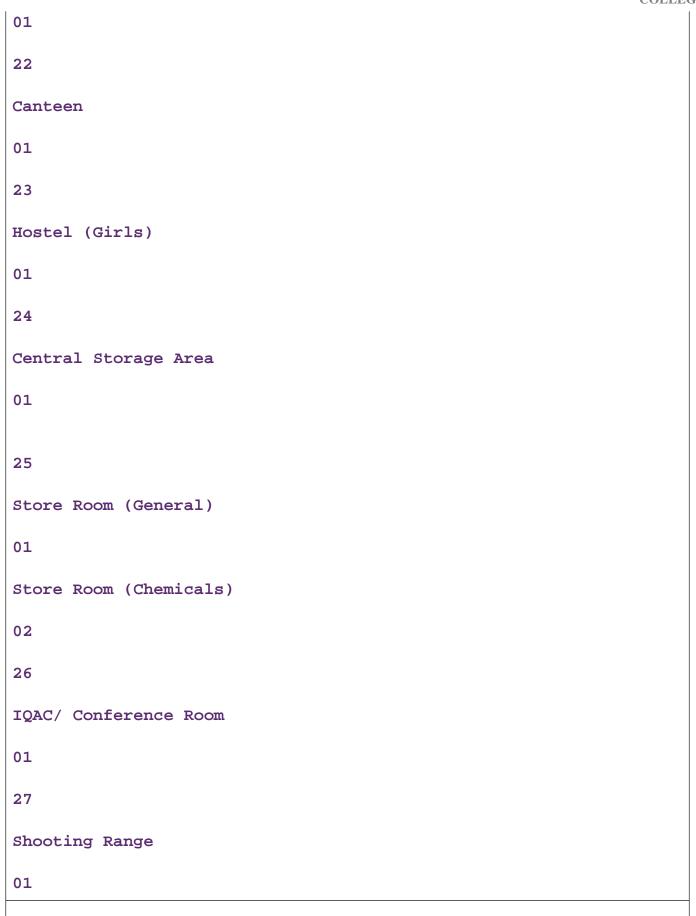Classrooms with WI-FI/ LAN facilities

31

2

Auditorium

01

3

Laboratories

12

a. Chemistry (UG + PG)

07

b. Physics

01

c. Microbiology

01

d. Botany

01

e. Home Science

01

f. Computer Science

01

4

Botanical Garden

01

5

Examination Room

01

6

Girls Room

01

7

Library

02

8

Museum

01

9

Computers

69

Laptops

03

10

Printers & Scanners

17 & 6

11

Copiers

04

12

Wi-Fi

Whole College

13

NSS Office Room

01

14

NCC Office Room

01

15

Sports Office Room

01

16

Sports Hall (for indoor games)

01

17

Play Ground

02

18

Student Activity Center

01

19

Yoga Center

01

20

Research Center

01

21

Student Rest Area

01

22

Canteen

01

23

Hostel (Girls)

01

24

Central Storage Area

01

25

Store Room (General)

01

Store Room (Chemicals)

02

26

IQAC/ Conference Room

01

27

Shooting Range

01

File Description	Documents
Upload any additional information	View File
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 physical director regularly trains the students in different games like kho-kho, Kabaddi, Badminton, volleyball, Table Tennis, Cricket etc. The college provides essential equipment, kits, sportswear etc. to the students participating in different sports as per the game's requirement. The college also arranges for incentives like traveling allowance, dearness allowance, prizes etc. to encourage and nurture such activities The institution has a designated sports room to accommodate the sports equipment, a hall for indoor games like table tennis, chess, etc. and a considerable big ground (of more than 10000 sqm) for outdoor games. The College Square is also used for many activities like Yoga camp (of 3 days), which is organized every year, collaborating with various experts of the field. The participation in the camp is made free for all the students. Some students, trained in such camps, are allotted duty of making people aware of the benefit of yoga during annual NSS camp in any nearby village. The college has established a shooting range where the NCC cadets are trained for rifle shooting. The college has developed NRS Hall to avail the space for cultural activities and art performances. The Cultural committee has been appointed to promote cultural activities among the students of HEIs) committee in the college, which looks after and executes various cultural activities throughout the year. Under Saptdhara grant, the college has procured music system, musical instruments and other facilities to add into the available infrastructure.

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

Nil

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

41

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**No File Uploaded**

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)

6169937.58

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

4.2 - Library as a Learning Resource

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

Library is considered to be the heart of any educational institute. The college possesses a prosperous library since the establishment. Every year the library is enriched by purchasing text books, reference books, magazines, etc. The institute has established one central library for UG courses and one for PG courses. Both are allotted with designated reading area for students. But, because of the lack of government appointed trained library staff, the institute can't afford the utilization of ILMS.

In order to cope-up with this deficit, the college has arranged for 5 ICT enabled computers in an IT corner of the library. These computers are equipped with high-speed internet facility and around 500 hundred e-books are pre-stored making them available for the students. The students can use such facility by submitting their I-cards with the librarian. They can search/read from obtainable open sources on internet and thus be benefitted with the enormous knowledge treasure.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | B. Any 3 of the above |

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

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

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

4406

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

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

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

3111

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

4.3 - IT Infrastructure

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

The college has state of the art facility of computers with internet facility which can be accessible by:

- Faculty at various departments, Library and Computer lab.
- Students at library and Computer lab.

The Institution has well enough facility for ICT enabled resources. The staff and students are availed such resources during college hours to develop computers aided materials or to excess open knowledge sources. In order to support ICT enabled teaching process, the college has established 3 Classrooms with multimedia projector facility.

The college has successfully oriented the campus and office toward integrating IT into every activity for improving the quality of teaching- learning and evaluation processes and also for making the admistrative process friendly, efficient and transparent.

The government is very keen to increase the use of e-learning, so mission like BISAG has taken shape. Under this the government is giving free Internet connectivity and set top box, to be able to use these resources within our highly compartmentalized schedule, we do manage to do on line teaching about relevant topics.

The Administrative office is fully atomized and OS and all Clerks facilitated with computer, Printers etc.

Namo WI-Fi facility is also available in the college. The Gujarat government gives tablets at subsidize rate to the first-year students of the college.

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

4.3.2 - Number of Computers

69

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

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	[View File](#)

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)

915456

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

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

The 83 acres college campus with sound infrastructure installations and equipment is maintained by the estate office. The Estate office has policies to carryout both preventive and post maintenance activities. The college has well-established machinery for the maintenance of Campus facilities; Regular preventive maintenance is carried out by the Estate office. Regular checking of electrical supply, water-installations, equipment, and sewage and garbage disposal takes place in the college. The Estate office looks after all the maintenance requirements in the college.

Science Laboratories: -

The college takes necessary measures to maintain the laboratories in proper manner. The stock in the labs in verified annually and damaged ones are discarded. Electrical and Electronic equipments are checked regularly. Issue and Breakage registers are also maintained in the laboratories.

ICT and Internet facilities: / Computer maintenance

There are Total 50 computers (available in Administrative office, Staff Room, Departments, Library and Laboratories) which are maintained properly. The college has a comprehensive policy regarding services, data and network security. In order to minimize e-waste, computers are serviced and updated periodically through outsourcing agencies.

Library Facilities: -

The Librarian and the team of support staff look after the maintenance of the library books, journals, periodicals, furniture etc. The librarian coordinates with the Estate officer to ensure that maintenance is done regularly.

Sports facilities: -

The physical director and sports committee monitor the maintenance of sports facilities. The sports equipments are maintained regularly. Regular inspection and maintenance of sports fields, track, Playground etc. is undertaken by the college.

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

1219

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)	<u>View File</u>

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

4

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)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

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

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

Nil

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

68

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)	<u>View File</u>

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	B. Any 3 of the above

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

44

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

162

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

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

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

government examinations) during the year

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

The institute has a well-planned mechanism to engage students in any activity held in the premise or of any extension nature. Teachers, as members of various committees, try to identify the students as per the need and nature of the activity. And likewise the students get selected and are inspired to participate in the events. Those, who aren't selected but have desire to be part of the same, can directly approach the concerned teacher/s. Whilst the event days, the concerned teachers appoint some of the students in organization committee to look after the event management. This experiment, of engaging students in college's

mainstream management, has achieved tremendous result and many students have been benefitted, through this, in their personal managerial skills grooming. During the year, the institution noticed enthusiastic student representations and engagement in various administrative, co-curricular and extracurricular activities. The institute promotes students co-academically through cultural/ sports events, NCC, NSS, and CWDC. Under the umbrella of such units, the institute organizes various events/ activities/ trainings/ workshops/ competitions, round the year, to facilitate the students to excel.

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

12

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

5.4 - Alumni Engagement

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

The Alumni Association of the institute, which is known ACSCK Alumni Association, has been established to maintain relation with the students who move out of the college achieving their bachelors in respective subjects, and thereby acquiring suggestion and help

from these stake holders. The institute has gained much (academically and financially) from this healthy bond. Few of the random contributions to the institute by the alumni are:

· Companies/ factories of the alumni are regularly participating in place fairs organized by the institute

· Prizes to the winners of various competitions

· Providing needs like fans/ benches/ tables/ chairs

· Establishing various facilities

· Actively participating in Inspiron, A Research Club activity

· Providing help in events of NCC, NSS

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

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

Motto:

'sa vidhya ya vimuktaye' That is knowledge, which Liberates.

Vision:

"Preparing students to be value conscious human beings with the right attitude for a healthy society."

Mission:

Our mission is to prepare confident, competent, reflective, visionary and responsible citizens. We uphold our tradition of academic excellence as we maintain our commitment to create growing atmosphere where knowledge and humanitarian values will be vital to transform our students into professional asset for the world.

With an objective to cater to the educational needs of the Semi-Urban and Rural area of the erstwhile Khambhat Tuluka- Tehsil (Now divided between Khambhat and Tarapur Taluka) of Kheda District (Now Anand District) the institution was established in 1960.

The vision and mission of the institution are in accordance with the objectives of the Higher Education policies f the Nation by:

- **Providing stupendous and accessible education to all including various impoverished groups.**
- **Providing greater pliability to all students of the surrounding area by offering various courses and subjects of their choice.**
- **Flourishing character, discipline, secular, outlook, leadership, ideals of selfless services, essence of adventure, companionship and sportsmanship among the youth of the district.**
- **Framing human resource of organized, educated and motivated youth, to devote leadership in all walks of life.**

The transmission of the same is done through demonstration of the vision and mission of the institution at various spots in the building and also by demonstrating the same in institution prospectus, material and literature and so on.

File Description	Documents
Paste link for additional information	https://www.acsckhambhat.com/about-us
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 governing body of Khambhat Taluka Sarvajanik Kelavani Mandal, Khambhat, which also manages other colleges (e. g. B.Ed College,

Degree-Diploma Pharmacy Colleges, Schools) keeps alive the spirit of healthy academic environment and creates the environment of growth as per the National and International Standards.

- The managerial authorities of Mandal take the leadership in the governance and management of the institution
- The management with the support of the principal inspires the staff members by intercommunication during get to gather meetings and propels the staff give the best in the teaching practice.
- The college practices decentralization and participative management by establishing college level committees and accreditation work to different committee members.
- Strategies and proposals are framed, supervised and appraised by IQAC.
- The Principal, Head of the departments and the various committees materialize the strategies and proposals together.
- The students' representatives are also named to accomplish the co-curricular and extracurricular activities.

The Principal establishes various committees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution conceives a definite structure to strategies the developmental activities. Every year, the IQAC, visualizing and considering the future need for the academic & administrative progress of the institute, prepares a strategic planning, which is shared subsequently to the higher authority (The Principal & The Local Management Officials) for further discussion on how these requirements should be fulfilled. The sanctioned requirements are considered to be executed by the authority keeping in view the period of execution and the funds required. It is normally looked after that such requirements are availed to the institute by the beginning the new academic year.

Following are the future needs, the IQAC has planned to work on this year:

1. New Building for Museum
2. Student Canteen
3. Botanical Garden Fencing
4. Addition of Smart Boards

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

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

direct control of the Principal and adroitly supported by the co-operation of teaching & additionally non-teaching staff members.

The Management of the institution is inner-directed and committed. The Managements supervises the following processes:

- Teaching-Learning Process
- Recruitment
- Promotion of staff
- Freedom for Academic Development
- Financial Support
- Evaluation of Teachers Performance
- Academic Environment

The Principal and the Management organize the regular staff meetings and advance them about the smooth functioning of the institution.

Various Committees such as Admission Committee, Grievance Redressal Committee, NCC, NSS, Sports Committee, CWDC Exam committee, Time -Table Committee, Library Committee are designed for smooth functioning.

The recruitment of the teacher is as per the norms of the UGC, State Government and the affiliated University. The institution

working hours are set in pursuant to UGC and Government of Gujarat norms. Casual leave, Earned leave, Medical leave, Maternity leave etc. have been availed to the teaching and non-teaching staff according to the norms.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://www.acsckhambhat.com/organogram
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination | **C. Any 2 of the above** |

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

6.3 - Faculty Empowerment Strategies

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

The Institution provides all statutory welfare measures and leave facilities to its employees as per Government of Gujarat/ Sardar Patel University/ UGC provisions.

The College provides encouragement for Pursuing doctoral degree and take up research projects, Leave for FDPs/ Orientation-Refresher Programmes/ Seminars- Workshops-Conferences, Revision of salary under CAS, etc.

Preference is given to the children of teaching & non-teaching staff for admission.

GSLIC is compulsory for all staff members.

Members of the institute run a Co-Operative Credit Society in the name of "Shri Khambhat Taluka Sarvajanik Kelvani Mandal sanchalit Shaikshanik Sansthao Na Karmchario Ni Dhiran And Grahak Sahkari Mandali Ltd. Khambhat" (A co-operative Credit society and Customer co-operative Society of Employees of the institutions run by the Khambhat Taluka Sarvajanik Kelvani Mandal, Khambhat). The credit society offers member- employee a quick loan (subject to availability of funds) at cheaper rate of interest. One remarkable gesture of the credit society is that in case if a member-employee dies while in service, all the members contribute 3% of their salary towards the fund meant for the kins of the deceased.

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

00

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)	<u>View File</u>

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

1

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

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

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

33

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

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

The performance of teachers is appraised based on criterions of participation in teaching- learning and evaluation, involvement in

co-curricular and research and development activities.

Student feedback on teaching – learning and evaluation is initiated by IQAC every year with the help of the concerned Head of the department. This helps to evaluate the performance of each teacher by students. Principal analyses the report and give proper feedback and suggest corrective measures if any.

It is mandatory for the teacher, who is aiming progression under CAS, to submit the self-appraisal form to IQAC. The promotion of teacher is done as per University's Performance Based Appraisal System for UGC Career Advancement Scheme.

The performance of the non-teaching staff is assessed by Office Superintendent and Principal. and based on the analysis of their competence, participation and performance for the development of the Institution, they are recommended for higher scales/ promotions.

File Description	Documents
Paste link for additional information	https://spuvvn.edu/download/A4_CAS_Form.pdf
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

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

proposal for government audit by the auditors appointed by Comptroller and Auditor General of India and the Government of Gujarat. Any audit objections raised are settled amicably in pursuance of the statutory rules.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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)

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

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

The principal of the college calls for the requirement list from various departments at the beginning of every academic year. The estimate of which, recommended by the principal, is reviewed and approved by local management body. After the approval and allocation advice by the local management body, the funds are utilized.

The financial resources of the institution are generated through the following sources:

· Tuition fees

· Government funds

· UGC

- **KCG (State Government body)**

- **University**

- **Donations from individuals and organizations**

The resources are effectively utilized by channeling the resources for which it is envisaged. Regular audit for the utilization of funds is observed transparently, which proves to be the further benefit to supervise the expenditure.

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

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

IQAC has been a very instrumental tool for the progress of any academic institution. Keeping in view the same, the institutional IQAC meditates on the developmental steps in the regular meetings. The outcome of such, recommended by the principal, is forwarded to the local management body. After the review and approval by the local management body, the plan is executed under the direct observance of the principal. Such actions taken are recorded by the IQAC every academic year. The prime contributions by the IQAC for this year are:

1. **Infrastructural Upgradation of IQAC/ Conference Room**
2. **Research Centre**
3. **Central Storage Facility**
4. **Yoga Centre**
5. **Painting of college building**
6. **Natural Farming Project**

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

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

IQAC plays active role in reviewing and implementation of teaching-learning reforms time to time through a proper system as mentioned below:

- Review of Teaching, Learning, and Evaluation in periodical meetings of Heads of various departments with the principal. Such meetings generally take place at the beginning and towards the end of every semester. The heads of the departments brief their teachers about the outcomes & decisions taken in such meetings. Thus, the academic activity runs observing the equal norms in each faculty.
- The evaluation of the students (learning outcomes) is carried out substantially through internal/ university exams, Projects, Seminars, Assignments, Industrial visits, Paper presentations, Quiz, etc.
- Blended Teaching and Learning integrated with ICT. Many classrooms are strengthened with multimedia projectors for better Audio-Visual Aids in teaching.
- All the classrooms are WI-FI- enabled. Students get free access to WI-FI during the stay in the campus.
- Students can access academic timetable, syllabus, exam schedule and other important information online through college website.
- Library is equipped with the facilities like INFLIBNET and other e-resources, which brings an additional academic support for the students and teachers.

Some of the major academic reforms/ additions during the year are:

- Establishment of Research Center
- Upgradation of IQAC Room

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);	C. Any 2 of the above

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)	

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	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

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 opened its gates for women from the very beginning to empower and educate women, presently yearly 50% of the student's strength is of girls – students and so the girls are vital parts of the governance of the college. Safety and Security:Our institute is located in a rural and natural setting; therefore, special measures are taken for security and safety. The campus is protected by a 2.25 km long compound wall. 24 hours of security is employed for the campus. While entering the college premises it is mandatory for the students enrolled at this institution to wear the ID card issued by the college.The college buildings and campus are under CCTV surveillance. Anti-ragging Cell: Ragging in any form is strictly prohibited inside the college campus and hostel.The institution has constituted the collegiate Women Development Committee (CWDC) to prevent anykind of sexual harassmentof the female students. Grievance Redressal and Women Development Cell: All students, faculty members and parents can complain about their grievance to the Principal or the Members of the committee. All complaints received are communicated and solved.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1N0ICA3RUYtwBdwvZcKCOfo3bs21L59kr/view?usp=sharing
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	https://drive.google.com/file/d/1FG8gupBAyNAT1aTRzZmzcG7P1P45cI12/view?usp=sharing

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	View File
Any other relevant information	**No File Uploaded**

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

The college campus is spread over 84 acres of lush green land which has more than 500 trees, which predominantly creates pollution free campus. The institution follows "Green Protocol" in regular practice and also while conducting any events. Some of the steps undertaken by the college to observe the waste management are as follow:

Solid Waste Management:

- **The institution has enforced strict norms such as ban on single-use plastic and no waste dumping.**
- **The waste generated in the campus are given for recycling to external agencies.**
- **The implementation of e-Governance minimizes the usage of paper.**
- **Each classroom / staffroom / office / library is provided with dustbin, and the waste thus gathered is regularly**

collected and disposed off with the help of Khambhat Municipality.

- Unusable papers, books, magazines, journals and newspapers are sold for recycling.
- Proper maintenance of infrastructure and timely repair of furniture is done to minimize solid waste.
- The leaf litter are collected and incinerated periodically.

Liquid Waste Management:

- Our college's drainage system is underground, and there is no open sewage system in the campus.
- To provide safe drinking water, the college has installed RO Filtration Plant in the campus.

E-Waste Management:

- Electric and electronic wastes are disposed-off in a such a way that it does not cause any hazard to the environment.

All electrical hardware wastes from computer parts, security devices and lab equipment are collected and discarded through the authorized vendor.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1BT-mUV3a2RzQIw9LvQUpRDk4iDPqmyfc/view?usp=sharing
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	A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment	B. Any 3 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
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 situated just at the out skirts of the city and ours is the only college in the town to provide higher education to the students who take admissions in the college. Most of the students taking admissions are local and belong to the nearby villages.The statutory committees of the college are well balanced with the representation of each category. Local citizens are participated along with the students in the national development activities, national festivals, awareness rallies and government campaigns. Every year the college arranges various cultural programmes. Particularly on 15th August and 26th January celebrations. With the help of the performance of different sociolinguistic, patriotic plays and dance performances the talented students give clear and good messages to the students which ultimately enhance the regional harmony among the students. Our college students participate in many socio-cultural programmes with various other educational institutions and schools of the city. Our NSS / NCC units and college arranges blood-donation camps from time to time. The Department of Hindi of the college organizes Hindi Day celebration every year which makes

studentsaware about national language and that creates respect to the national language. Elocution competitions, essay writing competitions and drawing competitions are organized by the college on birth anniversaries of all national heroes which enhance tolerance and harmony among the students of various communal socio- economic and other diversities. This way, the college has created very positive time for all the communities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

Our is a democratic country, therefore, each citizens of India should learn by heart the constitutional rights, duties and responsibilities of the citizens. Our Institution also makes various efforts to provide enough information about the duties to the students by arranging different programmes during the academic year. Every day with the Morning Prayer at the beginning of the college hours and the National Anthem after the last lecture are compulsorily broadcasted and sung by the college students and all the college staff, which is observed to be the value addition in maintaining discipline and unity among the students to make them better citizens. Our institution also arranges various activities of personal development through which the students can create the ability to grow with confidence. All the teachers at various times deliver lectures on the constitutional obligations, national unity and social harmony in the society. In addition, the college has also arranged for posters on some parts from Constitution of India at different places. Various programmes on socio- economic and social justice are arranged by the college. National and religious festivals are organized and celebrated every year which provide clear message of socio-religious unity and harmony to the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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	C. Any 2 of the above

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

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

India is a great country having different cultures, castes, creeds, religions, but still, they live together. The institution organizes national festivals and birth / death anniversaries of great Indian personalities. The college also helps students to relate with Indian culture. Institute pay tribute to all the national Leaders on their birth or death anniversaries. The event is followed either by lecture, rally or the competitions like elocution, singing, essay writing, dancing etc. some of the international days are also celebrated with great enthusiasm.

Gandhi Jayanti: Our College conduct cleaning the college campus.,Independence and Republic Day:-Flag hoisting ceremony, on the taking and motivational talks,Gurupurniama : -Celebration and honors of the teaching staff by the NSS students, Hindi Diwas: - The Department of Hindi in the college leads the celebration of Hindi Diwas on 14th September every year. They conduct elocution competition for the students,Teachers Day: is celebrated on a grand scale in the college, International Yoga Day: The College organizes Yoga Programme for the students and staff,National Unity Day: - is celebrated on 31st October as the annual commemoration of the birthday of Sardar Vallabhbhai Patel,World AIDS Day: 1st December the NSS Department organizes an AIDS awareness programme on World AIDS Day. The message about healthy living and the dangers of this deadly disease are conveyed through placards and wearing red ribbon on the day. NSS and NCC organize various functions and celebrations on these days.

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

7.2 - Best Practices

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

E Fasting

Mobile phones are one of the prime influents of modern times, which may be beneficial for the people if used in a balanced manner. But, somehow, the usage lost its balance and has negatively started influencing people's lives. In order to rectify such a trend, there emerges profound need to change the way these digital tools are used. And, as per the social and technological scholars, the remedy is to promote e-fasting/ digital fasting among the people. Understanding the Institutional Social Responsibility, the IQAC has conceived an idea of e-fasting, experimenting with students and staff within the campus.

Certificate Course in BSFI (Banking, Finance and Insurance)

Banking and Finance Sectors have been the core side of any country. The globalization has invoked a definite need for the awareness in such field. In order to equip the students with the necessary skills to cope-up with the speed of the world, the institute has desired to felicitate them with an academic course in that. And, the result was the establishment of Certificate Course in BSFI (Banking, Finance and Insurance) in the year 2023-24. The intention of the institute was well received by the student fraternity, and thus, it decided to undertake an MOU with Bajaj Finserv Ltd. The course conceived a period of 60 hrs., after the completion which, the students were able to initiate themselves in the financial sector.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Besides the realization of the its vision and objectives, the institute thrives to step into the territory distinctive to its core ideology. At the end of every single effort to achieve the uniqueness as an educational institution, it has found itself at the threshold of societal avenues. Hence, the institute has been persistently aiming to undertake the endeavor that can be proved beneficial for the socio-economic structure of the society. The retrospection directed to aim of spreading awareness about the importance of natural farming. The authority contacted the officials of Gujarat Natural Farming Science University (GNFSU) for the same and the way to collaboration opened. The institute signed MOU with GNFSU on 17/01/2024 with following objectives:

• Undertake collaborative Research, Education, to impart advanced training and workshops and Awareness programs for the students, faculty, officers, scientific & other staff of both the parties as well as external stakeholders.

• Jointly conceptualize collaborative research proposals for funding and publications. Financial arrangements for each specific collaboration will be decided on a case-to-case basis.

• Collaborate in supervision of students and undertaking joint

research in disciplines of mutual interest and for pursuing higher degrees.

• Extend the laboratories and other infrastructure facilities for specified collaborative Research, Education, Training and Awareness Programs.

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

7.3.2 - Plan of action for the next academic year

The institution wishes to avail more smart class activities for the students and establish solar panels within the campus for energy saving oriented atmosphere for the coming year.