



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		NALINI ARVIND AND T V PATEL ARTS COLLEGE, VALLABH VIDYANAGAR
Name of the head of the Institution		Dr. M.G.Mansuri
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02692230194
Mobile no.		7265084501
Registered Email		naliniartscollege@yahoo.com
Alternate Email		nilbhav@yahoo.com
Address		Opp Bank of Baroda Nana Bazar
City/Town		Vallabh Vidyanagar
State/UT		Gujarat
Pincode		388120

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr.N.K.Barot			
Phone no/Alternate Phone no.		02692230194			
Mobile no.		9427005139			
Registered Email		naliniartscollege@yahoo.com			
Alternate Email		nilbhav@yahoo.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://natvpatelarts.edu.in/index.php">http://natvpatelarts.edu.in/index.php</a>			
4. Whether Academic Calendar prepared during the year		No			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.52	2008	28-Mar-2008	27-Mar-2013
6. Date of Establishment of IQAC			20-Jun-2007		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
Dharma Sabha		08-Oct-2018 01		300	
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nalini Arvind and T V Patel Arts College Vallabh Vidyanagar	Finishing School	State Government	2018 01	4000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

1. Adopted five villages under Unnat Bharat Abhiyan, HRD, GoI, New Delhi

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

Plan of Action	Achievements/Outcomes
Soft Skills Training Program	Thirty Nine Students appeared for the job interview
No Files Uploaded !!!	

**14. Whether AQAR was placed before statutory body ?**

No

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

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The members of Boards of Studies of Sardar Patel University discuss and prepare syllabi for all the subjects and provide the same to the institution. As per the aims and objectives of the syllabus as guided by the UGC, each department prepares the action plan. All the teachers strictly follow the division of the duties allotted by institution guided by the UGC, i.e. minimum 40 hours per week. The Heads of Departments are allotted teaching duties as per 18 hours per week. All the teachers are supposed to maintain diary according to academic annual and semester plan. Where there are no government approved teachers, ad hoc teachers are appointed by the management with handsome salary. The prime focus of the action plan is to implement the curriculum in an effective way to make the students academically sound to meet the challenges in the current competitive world. Moreover, the secondary focus is to make the students responsible as well as accountable through co-curricular and extra-curricular activities for their good being.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
0	0	Nil	0	0	0

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
<a href="#">View File</a>		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System

BA	Humanities	14/06/2018
MA	Philosophy	14/06/2018

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
00	Nil	Nil
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nil
Employers	Nil
Alumni	Nil
Parents	Nil

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

Feedback Obtained
<p>The institution regularly collects students' feedback forms prepared by the institution. They are scrutinized and issues raised in them are extensively debated in the staff meeting in the presence of the principal and the management (CVM). Following the unanimous consensus on the necessity of these refinements or modifications in the meeting of Board of Studies, the curriculum changes are incorporated in future. There is a formal mechanism to obtain feedback from students and Stakeholders on Curriculum. Students: To receive feedback from students regarding curriculum, the institution at the end of every academic year provides a questionnaire. There are some other ways too to gain feedback like Suggestion box and Student Counseling. Visitors: Hundreds of visitors come to our institution to take part in various conferences, seminars, workshops, annual celebrations and on various academic occasions. Whatever suggestions are given by the visitors, the institution tries to incorporate them. Parents: Parents are given the opportunity to give their suggestions during parents meeting at department as well as at college level. Teachers: During seminars, conferences, workshops and on various occasions held at college, the feedback from teachers are incorporated. The feedback is communicated to the university authorities and the management (CVM) as and when needed.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

## 2.1 – Student Enrolment and Profile

### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Huminities and Social Sciences	750	401	401
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	401	6	24	2	24

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
24	24	25	4	Null	6
<a href="#">View File of ICT Tools and resources</a>					
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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, The following Students Monitoring system are available for our students: 1. Personal: Personal and family problems 2. Academic: Educational counseling 3. Economical and Financial: Scholarships and appreciation of meritorious students 4. Psychosocial: The problems of adolescence and depression 5. Career and Jobs: UDISHA, expert lectures are arranged for career guidance 6. Women Cell: Psychosocial issues of girl students 7. Women's Cell and Grievance Redressal Cell handle the cases pertaining to sexual harassment. 8. The institution has a n anti ragging committee.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
765	17	45

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	16	7	1	20

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

Year of Award	Name of full time teachers receiving awards from	Designation	Name of the award, fellowship, received from
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	state level, national level, international level		Government or recognized bodies
Nil	0000	Nil	00
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	Semester	25/04/2018	26/05/2018
<a href="#">View File</a>				

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

institute organize semester end internal examination. department organize class room test for continuous evaluation.

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

Sardar Patel University and Cahrutar Vidyamandal provide general academic calendar. as per the university schedule college organize examination. internal examination conducted by college.

## 2.6 – Student Performance and Learning Outcomes

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

[http://www.spuvvn.edu/students\\_corner/syllabi/](http://www.spuvvn.edu/students_corner/syllabi/)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	BA	171	150	87071
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

[college taking student feedback.](#)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	00	Nil	Nil	Nil

[View File](#)

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Not Applicable		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Not Applicable	Nil	Nil	Nil	Not Applicable

[View File](#)

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Not Applicable	Nil	Nil	Nil	Nil	Nil

[View File](#)

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			

[View File](#)

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	

[View File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
not applicable	Nil	Nil	Nil	Nil	Nil	Nil



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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Not Applicable	Nil	Nil	Nil	Nil	Nil	Nil

[View File](#)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	Nil	Nil
Presented papers	4	18	6	15
Resource persons	Nil	2	2	Nil

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## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Education Awareness in Primary School Students at NSS Annual Camp, Ghuntely	NSS and Madhuvan Foundation	4	97
Crochet	Women Cell, Madhuvan Foundation and MICQ (Mother India Crochet Quine)	5	68
Campus Cleanliness Drive	NSS, NCC	8	195
Health Checkup Camp	NSS, NCC	6	165
Thelesemia Awareness Program	NCC, NSS Nature Club	6	159
Environmental Awareness Program	NCC, NSS Nature Club	6	125
Blood Donation	NCC AND NSS	6	59
Tree Plantation	NCC, NSS Nature Club	6	159

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Not Applicable	Nil	Nil	Nil
<a href="#">View File</a>			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation	NSS AND NCC	Blood Donation	9	87
Tree Plantation	NSS AND NCC	Tree Plantation	6	159
<a href="#">View File</a>				

**3.5 – Collaborations**

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

Nature of activity	Participant	Source of financial support	Duration
Not Applicable	Nil	Nil	Nil
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Not Applicable	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Madhuvan Foundation	10/10/2018	Social Outreach Activities	16504
<a href="#">View File</a>			

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 – Physical Facilities**

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
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0	0
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#### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2013

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
<b>Text Books</b>	71185	525732	228	27103	71413	552835
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Not Applicable	Nill	Nill	Nill
<a href="#">View File</a>			

### 4.3 – IT Infrastructure

#### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	30	22	28	0	0	6	2	4	1
Added	2	0	0	0	0	1	0	0	1
Total	32	22	28	0	0	7	2	4	2

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

10 MBPS/ GBPS
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#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Not Applicable	Nill

### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	0	0	0

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

The institution is governed by one of the prestigious managements in Gujarat. It is known as Charutar Vidya Mandal (CVM). It runs 48 institutions from KG to PG and Research. The management has a different policies and committees for any kind of development. All development takes place under the vigilance of the management where the head of the institution has an important role to play. Generally, the infrastructure that facilitates to improve teaching learning is decided as proposed by the institution infrastructure committee. The educational township has been planned in a way that certain infrastructure facilities like, boys' and girls' hostel facilities, play ground, gymnasium, auditorium, sports, indoor and outdoor games, are used commonly. The management has a policy to form a committee for academic enhancement and enhancement of infrastructure for effective teaching and learning where the Principal and coordinator IQAC have a say. 1. Academic Enhancement Committee ? The Secretary (from management) ? The Principal ? IQAC Coordinator ? One member from the staff ? General Secretary of the institution 2. Infrastructure Enhancement Committee ? The Secretary, Estate department (from management) ? The Principal ? IQAC Coordinator ? One member from administrative office

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

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

[View File](#)

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Finishing School Training Program	12/09/2018	124	KCG, Gov. of Gujarat

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for	Number of benefited students by	Number of students who have passed in	Number of students placed

		competitive examination	career counseling activities	the comp. exam	
2018	UDISHA	50	Nil	Nil	Nil
2018	Chankyavartul	105	105	Nil	Nil
2019	UDISHA	50	Nil	Nil	Nil
2019	Chankyavartul	105	105	Nil	Nil
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	Nil

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Govt. of Gujarat Organize	43	Nil	Nil	43	Nil
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	158	M.A., B.Ed., LLB	00	00	00
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
Annual Sports meet Nil	College	168
University Sports Meet Nil	University	36
College Cultural Program Nil	College	56

University Cultural Program Nill	University	13
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### 5.3 – Student Participation and Activities

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

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

Central Committee is executed. student are actively participate in all curricular and extra curricular activities.
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### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

120
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5.4.3 – Alumni contribution during the year (in Rupees) :

0
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5.4.4 – Meetings/activities organized by Alumni Association :

00
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## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

<p>The college is affiliated to Sardar Patel University and managed by Charutar Vidya Mandal. The management is committed to ensure transparent governance and providing quality leadership for the effective, efficient and qualitative transaction of the teachinglearning process on the campus. Meetings and their decisions are conveyed to the principal for their implementation. The Management and the Head of the Institution ensure that the responsibilities are assigned, defined and communicated to the staff by forming different bodies, and committees. Important matters related to the curricular, cocurricular, extracurricular activities are discussed in the meetings of Central Committee and the matters related with academic and administrative activities are discussed in the meetings. Resolutions made in the meetings are implemented by the Head of the institution with the help of the coordinators of academic and extracurricular activity committees.</p>
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6.1.2 – Does the institution have a Management Information System (MIS)?

Partial
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## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	<p>In the beginning of the academic year teaching schedules are prepared by all the staff members based on working days available for class instruction. The syllabus coverage is reviewed by Head of the department of each department at the end of term. ? The library is procuring latest reference books and text books every year. ? The laboratories (Psychology, Geography Computer) are fully equipped for conducting all practical stipulated by the university. ? The staff members of social science subjects prepare lectures for power point presentations on important topics and deliver lectures using audiovisual technology. 141 ? The staff members are deputed to attend orientation courses, refresher courses, state, national and international conferences, seminars, workshops etc. to enrich their knowledge. ? The guest lectures are conducted in almost all subjects to enrich the knowledge of students and staff members by inviting eminent personalities from different college and universities of national and international repute. ? Seminars are also conducted for the benefit of the students and staff members. ? The principal reviews coverage of the syllabus and attendance of students at the end of term.</p>
Research and Development	<p>The college takes following steps for research and development: ? Motivating the faculty members to undertake Minor Major research projects. ? Encouraging the teachers who have not completed the Doctoral Degree to get registered for the same and those registered to complete and submit their thesis to the University, motivating the teachers with Ph.D. to get recognition from the university to work as Research Guide. ? Encourages the teachers to publish books and research articles in reputed journals.</p>
Human Resource Management	<p>? The Counselors from nearby guidance/coaching centers are invited to guide the students. ? The Career Guidance cell established in our college ? The books and the study</p>

materials are available in the Cell for entrance examinations conducted by various Universities for higher studies. ? Coaching classes and orientation classes are conducted on the general topics like mental ability, current affairs, and arithmetic ability. The college has adopted following methods for human resource management: Utilization of the potential of faculty members in various work of the college as per their skills and competence, evaluation of faculty members through selfappraisal method, evaluation of faculty members by students every year, evaluation of students and teachers by inviting academic peers.

**Curriculum Development**

The members of Boards of Studies of Sardar Patel University discuss and prepare syllabi for all the subjects and provide the same to the institution. As per the aims and objectives of the syllabus as guided by the UGC, each department prepares the action plan. All the teachers strictly follow the division of the duties allotted by institution guided by the UGC, i.e. minimum 40 hours per week. The Heads of Departments are allotted teaching duties as per 18 hours per week. All the teachers are supposed to maintain diary according to academic annual and semester plan. Where there are no government approved teachers, ad hoc teachers are appointed by the management with handsome salary.

**Examination and Evaluation**

Under the guidance IQAC and Exam Reform Cell of Sardar Patel University, the reforms are suggested and implemented. The last four years have witnessed drastic changes in the structure of question papers, manner of asking questions and to attempts given to achieve required credits affecting the examination and evaluation patterns both at the university as well as the institution level.

**Library, ICT and Physical Infrastructure / Instrumentation**

The institution is governed by one of the prestigious managements in Gujarat. It is known as Charutar Vidya Mandal (CVM). It runs 48 institutions from KG to PG and Research. The management has a different policies and committees for any kind of development. All development takes place under the vigilance of the management where the



head of the institution has an important role to play. Generally, the infrastructure that facilitates to improve teaching learning is decided as proposed by the institution infrastructure committee. The educational township has been planned in a way that certain infrastructure facilities like, boys' and girls' hostel facilities, play ground, gymnasium, auditorium, sports, indoor and outdoor games, are used commonly.

**Admission of Students**

Meetings are held with the stake holders to know about their needs and accordingly, policies are planned. Our efforts have always been to achieve stated objectives. For this purpose, the principal and the Heads frame Teaching Learning Policies considering the stakeholders's present and future needs. Keeping this in mind we have provided ICT facilities in the Language Laboratory, library, Book bank Facility, Upgraded the laboratories, Provided Internet facility, Personality Development Program, Remedial Classes. We also realize the students' dilemma when they first come to seek admission because they are not fully aware of the future prospects in the subjects of languages and social science. Therefore, it has been our practice to counsel them at the time of admission so that they get proper guidance about which course to choose.

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

E-governance area	Details
Administration	Bio metric attendance system.
Finance and Accounts	Tally based accounting.
Student Admission and Support	Centralized online admission system.
Examination	Online examination form submission

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

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

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	00	00

## 6.4 – Financial Management and Resource Mobilization

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

<b>Yes, Charutar Vidyamandal and government of gujarat audited all the account and activities.</b>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
<b>Government of Gujarat and all the maintenance are doing by management. management not provide separate grant.</b>	<b>1889956</b>	<b>Maintenance</b>
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

<b>No Data Entered/Not Applicable !!!</b>
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	Nil	Nil	Yes	Charutar Vidyamandal
Administrative	Yes	Local Fund - Government of Gujarat	Yes	Charutar Vidyamandal

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

Not Applicable

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

No Data Entered/Not Applicable !!!

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

1. Finishing School Training Program 2. Faculty Induction Program 3. Student induction Program 4. Placement Fair

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
WDC Orientation Program	05/07/2019	05/07/2019	332	215

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

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

Eco-Club orientation program and tree plantation program organize.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	17
Braille Software/facilities	Yes	15
Scribes for examination	Yes	15

### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	5	4	06/12/2019	07	NSS	06	87
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
<b>No Data Entered/Not Applicable !!!</b>		

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Student Induction Program	08/07/2019	10/12/2019	325
<a href="#">View File</a>			

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

The institution takes initiatives to make the campus ecofriendly. The institution belongs to faculty of Arts. Therefore, it does not use much technological equipment and environment affecting machineries. Dust bins are placed in the campus and in the building. The importance and necessity of nature and the requirement of ecofriendly campus are discussed during the orientation programs the institution, NSS and Nature Club. Two NSS one day camps are organized every year. During those camps, the whole institution, the hostels, the surrounding areas and the whole campus are cleaned.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. Student Induction Program 2. Organized expert lectures at department level
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

## 7.3 – Institutional Distinctiveness

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

The institute has practice to observe value based education system to prepare upright citizens for nation building. Till the date, the institute has produced well known personalities in the field of education, politics and administration. The institute is also very keen and serious to produced the same in future. The institute is always ready to support the faculty members to upgrade and enhance the latest development in the field of education.

Provide the weblink of the institution

### **8.Future Plans of Actions for Next Academic Year**

1. More seminars for teachers and students.
2. Major and Minor research projects
3. More academic flexibility
4. Internship program for students