SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

GOVERNMENT COMMERCE COLLEGE

GOVERNMENT COMMERCE COLLEGE, GANDHINAGAR, SECTOR 15, NEAR
MAHATMA MANDIR
380051
www.gccgnr.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2021

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Government Commerce College, Gandhinagar was established in 1970 with a view to impart quality education to students from all the sections of the society. Our college is situation in the heart of Capital city of Gujarat, Gandhinagar. It is affiliated to Gujarat University institution.

The objective of our college is to serve society and contribute to the development of the nation by imparting quality education to the students.

Our college has a beautiful building with 24 spacious classrooms, different cabins for Principal, HODs and administrative offices, Gymnasium, Sports room, Ladies Room, NSS, NCC rooms, Tally Lab, Digital lab, Hostel, Seminar cum Auditorium Hall, Spacious Library with huge reading space having a seating capacity of 250 students. College has also a big playground and beautiful auditorium. Apart from all, college has a lush green garden campus.

Our college is 2F and 12B recognized institution by UGC.

Our college offers two programs 1) Bachelor of Commerce in Accountancy and Auditing (offered since 1970) and 2) Master of Commerce with in specialisation in Costing (offered since 1983).

Our college has always achieved remarkable results in academic, curricular and extracurricular activities. Our students have made us proud in the field of sports, cultural, social and academic activities.

Our college is well connected with the road and bus-stand in nearby the college as a result most of the students travel by public transport. We promote public transportation for our students coming from remote distance which will ensure promoting healthy and green environment.

Vision

Our vision is to make our students capable enough to established themselves in this vibrant and competitive environment by imparting education with a purpose to make them academically sound, technologically updated, physically strong, moral in values and ethically responsible citizens who will contribute in the nation building for a better future.

Mission

Our mission is to provide quality education for the holistic development of the students so that they can make a better career in the competitive scenario, enhance their capacity building and become independent learner through subject knowledge learning and participating in extracurricular activities.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

College has proper and adequate Infrastructure with garden and parking space for the student and staff. Gymnasium, sports facilities, yoga facilities, rich library, administrative staff for the support to the students, Tally lab and sports ground. Proper facilities is provided for the students for placement related activities and competitive counseling center. Our college has maintained good reputation since last 50 years among students and society. Our institution Staff is very dedicated and they have required proficiency of computer and IT knowledge. The zeal is very high among the staff to create a positive environment in the institution.

Institutional Weakness

The student teacher ratio is high as our institution is a government institution. The number of students division wise is higher as being a government institution and the number of student intake depends. Most of the Students of our college belong to different demography and therefore their exposure to English language and competitive environment in comparison less than other urban students.

Institutional Opportunity

To set up competitive exam counseling center, which will give student an opportunity to prepare for the competitive exam right from the very early stage of career build up. We are planning to start CA training center. We have started promoting scope exam in order to overcome student`s English language proficiency issues. There is huge pool of opportunity to be created for students and we are working towards the same.

Institutional Challenge

As we are government institution recruitment of the faculty and administrative staff depends on Government. Student teacher ratio and student computer ration both are high which is a challenges. We have high number of student`s strength so we have a great opportunity to create student career oriented courses and training which will help them grow in their career. We will start career growth related courses in near future to overcome the challenges.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The College is affiliated to Gujarat University and follows the curriculum and syllabi prescribed by the university. Gujarat University provides Academic Calendar at the beginning of each academic year and in accordance Advance planning of Academic activities are prepared and accomplished by the college.

- A meeting of Department Heads is conducted by the Principal at the very first day of the beginning of each term to discuss the roadmap. The head of each department conducted meetings for their respective department faculties, where syllabus is distributed amongst them. Students are made aware of the

academic plans eventually through time table, relevant notices and ofcourse in classrooms by their respective teachers.

- Each faculty prepares the plan for the delivery of curriculum by further bifurcation of the units to be taught in to the number of lectures to be delivered. Faculties inform their Head of the departments regarding the delivered curriculum on the last working day of the month.

- Weak students or the students having difficulties/ doubts are always encouraged by faculties to see them in person after completion of lectures. Moreover, slow and advanced learners from F.Y. B. Com. Students are identified in the beginning of academic year.

- In addition to conventional teaching methods, faculties use advance tools to supplement the effective delivery of curricular aspects such as group discussions, assign projects, class seminars, quiz sessions and use of ICT. Regular assignments of all subjects are taken semester wise.

- To improve the delivery of curricular aspects by teachers, the institute supports the faculty members in various ways: by providing well-equipped library facility; by providing encouragement to attend various seminars, workshops, faculty development programs, refresher and orientation courses to update their knowledge strength. Head of the each department and the Principal do a periodical review monitoring over delivery of curriculum. IQAC monitors the feedback of students regarding curriculum delivery which helps in incorporating necessary measures for effective implementation.

Teaching-learning and Evaluation

The college is affiliated with Gujarat University, Ahmedabad which provides well in advance schedule of the continuous internal evaluation. Continuous internal evaluation is conducted through unit tests, assignment, MCQ test well in advance before university examination to help students to prepare well for exam.

At the onset, a well planned Time Table of the examination is displayed on the College Notice Board and conveyed in the class rooms at least 15 days prior to the commencement of the examination. The invigilation duties are assigned to the faculty members. All necessary precautions are taken into consideration for copy-free atmosphere. After completion of examination final internal mark sheets are displayed on the notice board.

The whole process of paper verification is transparent and robust as the students can analysis their mistakes and can even challenge the examined answer sheet. If the student does not get satisfactory response from the concerned teacher he/she can go to examination or IQAC committee and even can approach the principal. This type of process makes evaluation transparent and robust and the faith of the student is maintained in the process. In some cases, if the student is absent for the internal examination due to any valid reason the student can appear for a retest.The college has an effective system to address the grievances of the students for the internal assessment marks and also after the results is announced by the university at the end of every semester. The mechanism is transparent, time-bound and efficient. The final internal marks are displayed on the notice board, before uploading them in the university portal to facilitate the students to know how much they would get as the internal marks when the final results are released. The students are free to approach the concerned subject teachers once the internal assessment marks are released and can get them clarified regarding the obtained marks. Thus, in case any grievance remains unsolved by the subject teacher then the matter is sent to the HOD. Students can ask for rechecking and reassessment.

Research, Innovations and Extension

Government Commerce College motivates innovations and research by teachers and students by providing an

environment conducive to research, though there is no formal independent incubation or research centre.

The institution has created a healthy environment for research and innovation and facilitates teachers with all types of research facilities.

4 faculty members have completed their doctoral studies during the last 5 years.. The College has collaborated with various institutions of national and international repute by signing MoUs to conduct various activities year after year, or by having linkages to conduct some programmes for the benefit of the students.

The Government Commerce College is being organized Research Methodology workshops in collaboration with the KCG, Ahemdabad.

The Research committee upholds ethics in research activities and encouraged teachers for interdisciplinary collaborative research work with social commitment . one teacher is recognized Research Guides of the affiliating University and 4 students are enrolled under them. Teachers have carried out two Minor Research Projects of UGC successfully during the last five years. During the last five years, thirty two Books/Chapters have been published research articles were published in national, international and peer-reviewed journals and forty seminars and workshops has been attended by faculties.

The College has active NSS and NCC units, which act as liaison units in arranging various extension activities in collaboration with various local organizations like Indian Red Cross Society, Rotary Club, etc to name a few. Blood donation camps, , visits to old age homes , environment preservation awareness programmes, social service activities, and many other programmes sensitize the students to various social, health, gender, environmental issues and ensure their holistic development, and groom the softer side of their personality. A huge number of students participate in such programmes.

Infrastructure and Learning Resources

The institutional infrastructure well augments teaching learning environment. Our big lush green campus with commodious buildings is extraordinary merit to propend holistic development of students. 24 big airy rooms with 3 smart class rooms with ICT facilities are conducive to learning. Entire campus is Wi-Fi enabled is under CCTV surveillance and security guards are deployed all over. The college has resource Tally Lab and DELL, partially automated library, 1 Auditoriums cum Seminar hall with ICT facilities, CWDC, NCC and NSS rooms, partially automated admin office, well equipped staff room, faculty chambers, ladies room, IQAC room, Grievance Redressal Cell are contributed to create an ideal learning environment. PH friendly walk path-ramp and wheel chairs to felicitate differently abled students. Conversion from conventional energy to solar energy makes it an eco-friendly campus.. Large well maintained sports grounds, spacious sports room, yoga room etc are enable our students physical and mental health which culminate in not only their achievements in different sports but also choosing sports as career. Institutional library is partially automated, remains accessible to a large corpus of books, magazines and journals on different subjects like Accountancy, Statistics, Economics, Commerce, English etc. A provision of the budget for the library maintenance is done by Library Advisory Committee. The library has SOUL 2.0 software under ILMS system. The institutional library has a considerable collection of e-learning resources also. Institution has auditoriums cum seminar hall with latest facilities and with ample seating capacities for arranged different co-curricular and extra-curricular activities throughout the year. The partially automated admin office, website, online feedback system, institutional social media page etc. ensure gradual move towards ideal teaching learning environment.

Student Support and Progression

Government Commerce College Gandhinagar is an institution with a history of about 50 years where students are considered to be the soul of the institution. We have preserved the image of the institution through well being and the success of our students. A student stays connected lifelong with the institution and wherever they go they shine and spread the glory of the college. The Alumni Association of Government Commerce College, Gandhinagar is active since long and it provides valuable suggestions for the betterment of the college. Students are the real mirror of the institution and the success of the alumni reflects the efforts Putin by the faculties of the college in shaping their career. The students are the integral part of the institution. We at our institution follow student centric approach towards the functioning of the institution. Student representatives participate in various committees of the institution so that proper communication can be established between the staff and then students. They spread the awareness of the institution through word of mouth in the community. The meeting of the alumni association is held on regular intervals. These meetings become a source of suggestions which helps to improve the planning and execution of the functioning in the college. Our alumni are a very important part of our college as they are part of different committees right from our IQAC to Alumni association committee giving their valuable input.

Governance, Leadership and Management

This institution is fully financially supported by Government of Gujarat. The institution being a Government college, we have to follow the prescribed Performance Appraisal System framed by the Government of Gujarat both for Teaching staffs as well as Non-Teaching staffs.

Apart from this, the institute has also its own performance appraisal system by collecting feedback from students, parents and alumni that are analyzed, outcomes are discussed and prompt actions are taken accordingly. Even periodical departmental meetings and staff meetings are held for effective curriculum implementation. And in term end meeting, reporting is presented to the principal regarding duty performed during the current semester.

The funds for the different purposes are allocated by the State Government viz. Standing Charges & Development Charges and the Central Government (UGC) under different heads as per rules and regulations. PWD maintenance fund (Building Maintenance) is allocated to the Road and Building Department by the State Government directly. The institute may utilize tuition fees, library fees, CWDC fees, partially gymkhana fees from the students fees, are kept with the college. The funds are maintained under different heads and disbursed for the same purpose. All these funds are utilized only for the constructive purpose and for the wellbeing of the students and the institution. Records are maintained for the expenditure incurred and are submitted to the auditors during auditing sessions.

The grant utilization and spending is done as per Government rules and regulations. Purchase committees look after fair process of the inviting tender to place the order. Institute is allotted floor wise duty to each and individual all teaching and non-teaching staff to the optimal utilization of resources. All responsibilities of instrument of the institute are allotted to all teaching and non-teaching staff.

Institutional Values and Best Practices

Government Commerce College Gandhinagar believes in imparting values and ethics in our students as they are

integral of society. Our college undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation, Values, Rights, Duties and responsibilities of the citizens. Women and girls represent half of the world's population and, therefore also half of its potential. Gender equality besides being a fundamental human right, is essential to achieve peaceful societies with full human potential and sustainable development .It has been shown that empowering women spurs productivity and economic growth of the society.

Educational institutes represent the main components of sustainability promotion in our society. Waste management is one of the challenges that an institute has to face in accomplishing sustainability goals. The institute constantly strives to substantiate its contribution in clean India campaign and implement healthy practices. Waste management is one such practice.

- Different coloured dustbins are placed at different places with markings and instructions in the premises and on the campus.
- We are continuously appealing our students to throw solid waste as per its recyclability. Staff members continuously inspire students to follow this practice.
- This institute gets regularly facilitated by the Gandhinagar Municipal Corporation (GMC) in waste collection, waste management and composts it.
- Our sewages are connected with the city sewages, where all used water is purified in corporation water works sights.
- Besides this, the institute is vigilant to the use of water. Our students are continuously sensitized towards maintenance of cleanliness, save water and proper disposal of all waste.
- The institute helds theme based programmes like Painting Competition, Poster Making Competition, Slogan Making competition, Elocution Competition, Essay Writing Competition, Rallies, Slum visits, Lectures of renown persons and many such programmes under NSS. This helps in awareness and responsible behavior towards issues of cleanliness, controlled water consumption, proper disposal of E Waste etc. and prompts to make society aware of such issues for healthy and safe climate.

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2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT COMMERCE COLLEGE
Address	Government Commerce College, Gandhinagar, Sector 15, Near Mahatma Mandir
City	Gandhinagar
State	Gujarat
Pin	380051
Website	www.gccgnr.org

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Amit N Sutaria	079-23288236	9427007344	079-2328823 7	gccgnr1970@gmai l.com
IQAC / CIQA coordinator	Jaydeepsingh G Rao	079-23328836	9724813122	079-2332883 7	dr.jaydeepsingh.ra o@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-06-1970

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Gujarat	Gujarat University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	20-02-2009	View Document
12B of UGC	20-02-2009	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Government Commerce College, Gandhinagar, Sector 15, Near Mahatma Mandir	Urban	2.25	12523

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	HSC	English + Gujarati	867	867
PG	MCom,Commerce	24	BCOM	Gujarati	125	125

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				4				21
Recruited	0	0	0	0	3	1	0	4	6	5	0	11
Yet to Recruit				0				0				10
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				9
Recruited	7	2	0	9
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	1	0	3	2	0	8
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	3	1	0	3	3	0	10

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	1	0	3

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	1	2	0	3

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1673	6	0	0	1679
	Female	521	3	0	0	524
	Others	0	0	0	0	0
PG	Male	100	0	0	0	100
	Female	144	0	0	0	144
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	186	199	216	355
	Female	89	86	114	170
	Others	0	0	0	0
ST	Male	63	82	76	127
	Female	45	36	44	80
	Others	0	0	0	0
OBC	Male	785	722	662	579
	Female	247	191	220	327
	Others	0	0	0	0
General	Male	685	683	797	1079
	Female	334	359	368	430
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2434	2358	2497	3147

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
39	39	39	39	39

File Description	Document
Institutional data prescribed format	[View Document](#)

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	2	2	2

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2434	2358	2497	3147	3561

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
600	600	600	600	600

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
737	624	762	983	694

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
13	18	17	17	17

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
25	26	26	26	26

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 24

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
22.53	10.40	11.26	16.75	7.40

4.3

Number of Computers

Response: 81

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The College is affiliated to Gujarat University and follows the curriculum and syllabi prescribed by the university. Gujarat University provides Academic Calendar at the beginning of each academic year and in accordance Advance planning of Academic activities are prepared and accomplished by the college.

- A meeting of Department Heads is conducted by the Principal at the very first day of the beginning of each term to discuss the roadmap. The head of each department conducted meetings for their respective department faculties, where syllabus is distributed amongst them. Students are made aware of the academic plans eventually through time table, relevant notices and ofcourse in classrooms by their respective teachers.
- Each faculty prepares the plan for the delivery of curriculum by further bifurcation of the units to be taught in to the number of lectures to be delivered. Faculties inform their Head of the departments regarding the delivered curriculum on the last working day of the month.
- Healthy discussion and constructive suggestions help to complete the syllabus properly in time. All Department Heads report to the Principal regarding the status of delivered curriculum on the first working day of the month.
- Weak students or the students having difficulties/ doubts are always encouraged by faculties to see them in person after completion of lectures. Moreover, slow and advanced learners from F.Y. B. Com. Students are identified in the beginning of academic year.
- In addition to conventional teaching methods, faculties use advance tools to supplement the effective delivery of curricular aspects such as group discussions, assign projects, class seminars, quiz sessions and use of ICT. Regular assignments of all subjects are taken semester wise. The college has put in place required infrastructure for technology-led learning. The campus is fully Wi-Fi enabled with internet access to all students and faculty.
- To improve the delivery of curricular aspects by teachers, the institute supports the faculty members in various ways: by providing well-equipped library facility; by providing encouragement to attend various seminars, workshops, faculty development programs, refresher and orientation courses to update their knowledge strength. Head of the each department and the Principal do a periodical review monitoring over delivery of curriculum. The internal examinations are organized systematically to assess the attainments of course outcome. The IQAC monitors the feedback of students regarding curriculum delivery which helps in incorporating necessary measures for effective implementation.

File Description	Document
Link for Additional information	[View Document](#)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

- The college is affiliated with Gujarat University, Ahmedabad. In the beginning of the first term every year Academic calendar is provided by the university, which is supposed to follow by every affiliated college. Academic calendar contains details about date of commencement of classes, dates of semester closure, completion of internal exam date, university exam dates, vacation duration etc. After the admission process is completed, the institute prepares an annual academic calendar for the monthly academic process with respect to University academic schedule. The calendar specifies the dates of college reopening, internal evoluation, University examination and Schedule of extra and co-curricular activities under various head such as Saptdhara, Cultural, NCC, NSS, Sports, etc.
- Head of the institution and Department Heads are in regular touch with the students. They have their own mechanism to collect information either directly or indirectly from them. We have a separate suggestion box which is attended frequently by the Student Grievance redressal Cell where students openly express their opinions. Hence we are getting vital information about the merits-demerits and deficiencies of the teachers. This is an informal way of continuous internal evaluation.
- Periodically we conduct Evaluation of infrastructure where basic amenities related issues are subjected to evaluate. Complaints received directly from the students are sent to concerned authorities for the redressed of their grievances. A feedback format fixed by IQAC is distributed to the students, which covers all the information regarding the performance of a teacher, infrastucture, teaching learning process.
- The data so collected is consolidated, evaluated, analyzed by the committee. Corrective measures are taken. Teachers take class tests and surprise tests eventually. The test papers are checked by teachers/ nterchange of papers amongst the students or by self-assessment by the students themselves to make them aware of their own mistakes and improve upon it.
- Continuous internal evaluation of students takes place even in the class. Gradually our cultural activities, co-curricular activities, and allowing competitive platform at our college help us to assess their talent.
- The university conducts the written/ theory examination at the end of each semester. The result of same are communicated to the students after declaration by the affiliated university. The academic committee analyses the university examination results for each Programme.

File Description	Document
Link for Additional information	View Document

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 last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**

4.Assessment /evaluation process of the affiliating University

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	[View Document]

1.2 Academic Flexibility

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

Response: 100

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

Response: 2

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 0

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
List of Add on /Certificate programs	[View Document]
Brochure or any other document relating to Add on /Certificate programs	[View Document]
Any additional information	[View Document]

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

As our college is affiliated to the Gujarat University, The College has to follow the programs designed by the university. The compulsory and elective courses offered to sensitize the students towards Gender, Environment and Sustainability, Human values and Professional ethics by interweaving these issues in various topics. Additionally, the foundation and soft skills courses offered by the College have been selected in order to integrate the above mentioned issues with class teaching. The College has made efforts to integrate cross cutting issues relevant to Gender, Environment, Sustainability, Human Values and, Professional Ethics during the implementation of the curriculum. They are as under

- In Foundation and Soft Skills papers the institute offers subjects – Insurance Services, Environmental Studies, leadership Development, Presentation Skills, Business Ethics, National Service Scheme and World Trade Organization etc., which motivate the students towards various human traits.
- Professional Ethics is very essential for a business and a significant value for every commerce graduate. These ethics are covered in various topics in subjects like Taxation, Auditing and Management and in foundation and soft skill courses. The college runs Finishing School for the last year students which help the students to learn the ethics and etiquettes of professional life and prepares him for job.
- Human values are addressed in a general sense in various subjects like Economics, Management and Commercial Communication, and in literature teaching in the English subject. Through NSS students learn about human values by various programmes and activity.
- Gender equality is an important human right. Gender issues are covered in various subjects like Economics, English, and soft skill and foundation courses. Stories and other literary genres in the English subject aim to cover the same.
- In Foundation Course the Subject Environmental Studies incorporates issues like various types of pollution, its effect on the environment and measures to mitigate the same. The aim of the course is

to inculcate in the students a sense responsibility towards the environment sustainability.

- The institutional co curricular and extracurricular activities also compliment cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics through NSS, NCC, Collegiate Women's Development Cell (CWDC) and other programmes wherein Doctors are invited to speak on women's health issues, eminent Lawyers address our students about women's rights. To encourage women, college organizes programme on women empowerment, gender equality, human rights, law for women rights, save girl child, health and hygiene, self defence etc.
- College conducts various activities for sustainable environment like plastic free campus, tree plantation. Programme on Swachhata Abhiyan, Jal Seva Abhiyan etc.
- Students are made aware of and sensitized towards nationally and globally troubling issues- gender census, water scarcity, climate change through different Days Celebration, rallies, Elocution competition, Extempore, Essay writing, Discussions, Role play, Green Campus Drive and other programmes.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 0

1.3.3.1 **Number of students undertaking project work/field work / internships**	
File Description	**Document**
List of programmes and number of students undertaking project work/field work/ /internships	<u>View Document</u>

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

File Description	**Document**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<u>View Document</u>
URL for stakeholder feedback report	<u>View Document</u>

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1.Feedback collected, analysed and action taken and feedback available on website
2.Feedback collected, analysed and action has been taken
3.Feedback collected and analysed
4.Feedback collected
5. Feedback not collected

Response: C. Feedback collected and analysed

File Description	**Document**
URL for feedback report	<u>View Document</u>

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 73.6

2.1.1.1 **Number of students admitted year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
990	914	886	865	761

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1200	1200	1200	1200	1200

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 87.7

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
530	509	483	511	598

File Description	Document
Average percentage of seats filled against seats reserved	[View Document](#)

2.2 Catering to Student Diversity

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

Response:

Slow learners and advance learners are identified by college on the basis of marks obtained by the students in the test or previous exams attempted and through discussion in classrooms and activities they are involved into.College have implemented following system for advanced learner and slow learner:

All students are motivated to participate in Inter college and university competitions, to involve in seminars, workshops, conferences, summer schools, and education fairs., so that advance learners can utilize their ability and slow learners can built their ability to face the competitive environment.

Advance learners are also involved in all event as volunteers to develop event management skills.

Slow learners are provided with Extra lectures whenever required to that they can also gear up and meet the targets efficiently. Not only that Slow learners are also provided personal counseling, simplied learning material.

The numerous intellectual and cultural programmes within and outside the campus provide exposure to develop their innate talents in organizing and it also serves as a platform for interaction and experiential learning

Moreover, other programmes and activities undertaken by college for both advance and slow learners in common are:

- Every student is covered under the specific mentorship to guide them at academic as well as other curricular activities.
- Lectures of experts are arranged for the benefits of all the students.
- Finishing school Programme (for Skill Development).
- Poster presentation.
- Various activity programmes under UDISHA which helps the students to enhance their employability skills and make them career oriented. Expert from different industries condusts lectures and help the student understand the importnace of career making guidance.
- Placement Cell with Education Department of Gujarat organises Placement Fair where students participate and also the College organizes campus interviews.
- Peer learning is focused.
- Competitive Exam Training.

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

Response: 187.23

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

Response:

Experimental Learning practices:

Through experimental learning, faculties do application of theory and academic content to real-world experiences. They organize an Orientation programme at the inception of the academic year and evaluate the approach of teaching learning to be adopted during the year to cater the needs of the students depending upon students` past academic performance, their current level of knowledge and their future prospects. They interact with students in order to make them aware about the rules and regulation of the college and subject outcomes. To fulfill the above purpose, various departments conduct a number of activities like seminars, debate and elocution on current issues, group discussion, and quiz. Such activities enhance stage courage and public speaking skill and help them learn expression of ideas and brainstorming skills.

Participative Learning:

During the academic year, group discussions are conducted under different programmes to enable student to strengthen their power of expression. Students are assigned various assignments and project during the academic year and it helps to inculcate presentation and management skills.

Case study method is used to develop the ability of critical thinking, problem solving and analytical skills. Students get greater motivation to participate in the class and are in a better position to understand the relationship between academic topics and the real world situation. Teachers encourage students towards critical thinking by asking questions and assigning problems.

Students are also motivated to take part in educational fairs, workshops, conferences, seminars, placement fair and symposium organized by the Government and educational institutes.

Problem- solving Methodologies:

Institution has the strategy of planning academic activities before the commencement of the semester. The academic calendar is given by the affiliating University. The faculty prepares curriculum delivery plan, and carry out the same by using different techniques for improving the students understanding and grasping power. Besides maintaining notes and using only blackboard for teaching as in earlier days, ICT and other teaching methods as group teaching, seminars by students, class quiz, roll play, assignments, etc. are used

in the classrooms faculties to enhance their teaching by making learning more interesting.

Query solving sessions are organized at regular intervals to promote smooth completion of the syllabus. Special attention is given to the slow learners and extra class is also arranged whenever required. Also revision lectures are conducted before exams including past years paper solving sessions.

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Faculties are quite innovative and creative. They adopt a teaching attitude according to the need of the hour and hence use various ICT tools for effective presentation which have animation and experimental videos. They use PPTs, videos, audios, online Google feedback form and online practice tests to teach effectively and to assess the level of comprehensiveness of the learning digitally.

Faculties also provide video lectures in regional language prepared by expert lecturer on SANDHAN. SANDHAN (All Gujarat Integrated Classroom) is an initiative by Office of the Commissioner of Higher Education and Department of Education-Government of Gujarat.

Students are provided with various preloaded educational programs tablet under the NAMO tablet yojana which are used to gain knowledge and stay updated with latest development in the subject and surroundings.

The facility of DELL (SCOPE) lab, Computer lab, Smart classrooms and uninterrupted Internet facility contribute to achieve the objective of providing effective teaching.

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

Response: 187:1

2.3.3.1 Number of mentors

Response: 13

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 63.48

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 54.76

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
7	11	9	9	9

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 5.46

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

Response: 71

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The college is affiliated with Gujarat University, Ahmedabad which provides well in advance schedule of the continuous internal evaluation. Continuous internal evaluation is conducted through unit tests, assignment, MCQ test well in advance before university examination to help students to prepare well for exam.

At the onset, a well planned Time Table of the examination is displayed on the College Notice Board and conveyed in the class rooms at least 15 days prior to the commencement of the examination. The invigilation duties are assigned to the faculty members. All necessary precautions are taken into consideration for copy-free atmosphere. After completion of examination final internal mark sheets are displayed on the notice board.

The whole process of paper verification is transparent and robust as the students can analysis their mistakes and can even challenge the examined answer sheet. If the student does not get satisfactory response from the concerned teacher he/she can go to examination or IQAC committee and even can approach the principal. This type of process makes evaluation transparent and robust and the faith of the student is maintained in the process. In some cases, if the student is absent for the internal examination due to any valid reason the student can appear for a retest.

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

Response:

The college has an effective system to address the grievances of the students for the internal assessment marks and also after the results is announced by the university at the end of every semester. The mechanism is transparent, time-bound and efficient. The final internal marks are displayed on the notice board, before uploading them in the university portal to facilitate the students to know how much they would get as the internal marks when the final results are released. The students are free to approach the

concerned subject teachers once the internal assessment marks are released and can get them clarified regarding the obtained marks. Thus, in case any grievance remains unsolved by the subject teacher then the matter is sent to the HOD. Students can ask for rechecking and reassessment.

However with respect to External (Final) examination, University conducts the written/theory examination at the end of semester. The result of same are communicated to the students when declared by the affiliated university. With respect to evaluation found to be defective in external examination, the students are legally eligible under the university rules for the re-evaluation. The Controller of the Examination makes the final decision with regards to exam related grievances at the university level.

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students .We have our website www.gccgnr.org which displays the information of the subject faculties and about the program (B.COM and M.COM) Course offered in the college.

Subject syllabus, subject material, old university paper link and practice paper links are also displayed in the website. We are in a process of making our website more effective and knowledge orient. We are planning to upload PDF of the books soft copies on website as our students and access and read them from remote area.

The college also communicates the same to the parents and the students at the time of Orientation of the First Year students. The college keeps a copy of the Program and the course outcomes in the college library. In each of the departmental meetings the Head of the respective departments discuss the course outcomes and all the faculties are sensitized and made aware of the same so that they do not lose track of it in the class room and during preparation of the questionnaires.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	[View Document](#)
Past link for Additional information	[View Document](#)

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

Response:

Ours being a Government College Affiliated to Gujarat University, we follow the syllabus prescribed by the University and in the matters of the schedule of the Examination, the pattern of Internal Evaluation, the declaration of the results etc. we follow the directives of both the Govt. and the University as the case may be. Yet, we make every possible effort to see to it that the pre-determined Program Outcomes, Program Specific Outcomes and the course outcomes are achieved through our Effective Curriculum delivery, our internal evaluation comprising of exams, assignments and objectives tests.

After the declaration of the university results the IQAC committee along with all the concerned faculties analyses the result. It is the responsibility of each of the department head to analyze the result of their specific subject and keep the track of the advancement of the students in their subject.

The college collects the feedbacks from the stake holders viz. the students, teachers, alumni, and employers. These feedbacks are then evaluated and analyzed. On the basis of the churning further correction measures are taken for the next academic year.

2.6.3 Average pass percentage of Students during last five years

Response: 70.4

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
643	786	965	698	598

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
800	991	1386	1193	932

04-09-2021 03:31:10

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.57

File Description	Document
Upload database of all currently enrolled students (Data Template)	<u>View Document</u>

Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 0.65

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0.65	0

File Description	Document
List of endowments / projects with details of grants	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)
Any additional information	[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 7.69

3.1.2.1 **Number of teachers recognized as research guides**

Response: 01

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 10

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	1	0

3.1.3.2 **Number of departments offering academic programes**

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	2	2	2

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)
Any additional information	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

Innovation means to improve or to replace something like process, a product or a service. Innovation is also to apply new processes, introducing new techniques or establishing successful ideas to create new values. The education Department, Government of Gujarat has taken series of steps and policy measures to promote Innovation and Start-ups across academia in Gujarat. Gujarat is the only state which has Mandated dedicated 200 crore INR support system for creating Innovation and Student start-up culture across 174 plus universities and Institutes in the state. Our college has systematically tried to create an end-to-end innovation and Pre-incubation ecosystem with the Vision of create an integrated, statewide, University based Innovation ecosystem to support Innovation and Ideas of Young Students. College has established SSIP Cell to create an environment for creativity to flourish and an end-to-end support system in our institute to allow ample support to ideas for better education. Education Department, Government of Gujarat has sanctioned Rs.10 Lakhs as a financial support to SSIP. Three students of this college has submitted their proposal on COGENT portal of Government of Gujarat under SSIP Cell. We cultivate the approach of the students to adopt green and environmental friendly approach in start up and innovation.

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

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 1

3.2.2.1 **Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	0	0	0

File Description	Document
List of workshops/seminars during last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 4

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

Response: 04

3.3.1.2 **Number of teachers recognized as guides during the last five years**

Response: 01

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)
URL to the research page on HEI website	[View Document](#)

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.06

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	01	00	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document]()

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.3

3.3.3.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
05	0	0	0	0

File Description	Document
List books and chapters edited volumes/ books published	[View Document]()

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The institute is committed to reciprocate to society and nature through its various programs. The institute contributes not only to sustain community development but also provide sense of social responsibility and mature vision to address and contribute to national, social and environmental issues. Students are groomed to shoulder responsibilities of a citizen. Several activities are drawn by the institute under NSS, NCC, CWDC, RUSA, and UDISHA. A detailed description is given below:

NSS: Our NSS unit has organized activities such as Blood Donation Camp, Old Age Home visit,

celebration of World Yoga Day, World Ozone Day, Adopted Village visit and cleanliness programme, Shero positive Orphanage visit and donatated useful stationary items , Deaf and Dumb School visit, visit of the Institute for Mentally Challenged, Green Campus Drive, , Thalassemia Awareness and Testing Programme, No Vehicle Day, Save Bird Campaign during Kite Festival, Voters' Awareness Programme, Charity and Under 'Say No to Plastic', our students conducted workshops in different areas of the city to create awareness among people about hazards of plastic and demonstrated methods of preparing ' Paper Bags' from newspapers.

NCC: The institutional National Cadet Corps motivates students for services of the Nation. We aim to inculcate duty, unity and discipline among future citizens of the country. Our motto is 'TO SERVE THE NATION FIRST'. An involvement of students in NCC has inculcated spirit of nationality and serves the nation first.

CWDC: Collegiate Women's Development Cell has conducted number of community welfare activities like Traffic Awareness Programme in collaboration with HERO HONDA, AIDS and Cancer Awareness Programme Save Girl Child Mission, seminars on Legal rights of women in society, Guest lecture on Food and Nutrition by Dr.Nilesh Thakor ,Presentation by Mahila Abhayam, Save girl child, Health awareness, Women Empowerment, International women day, Karate coaching, Self-defense training, Rifle Shooting, Glass painting, Computer Training, Celebration of Yoga week.

UDISHA: Institutional Placement Cell UDISHA is a shot in the arm providing career opportunities equally to all our past and present students. From time to time Job Fairs are organized by inviting different companies and banks to look out for jobs as well as better prospects for the students already placed. Finishing School Programme is organized to groom our students, alumni and students from nearby areas who are on the threshold of ever changing career market. The students have been nurtured and trained under finishing school recently with prime focus on Personality Development, Communication Skills, and IT skills.

RUSA: Under RUSA our college has organized various program with a motto of providing opportunity to develop other skill apart from education like Oven Cooking Class, Glass Painting Work shop, Tie –Dye, Basic Computer Training Workshop, Spoken English Classes, Cosmetology and Beauty Therapist, Beauty Parlour Crash Course, Self Defence Training, Nail Art.

SSIP Career Counseling Placement Cell Sports Activities, Voter Awaerness program. Swachta Pakhvada, Blood Donation Camp and Cultural

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
00	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 34

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
07	07	06	07	07

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 37.38

3.4.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1358	788	1110	1179	561

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 3

3.5.1.1 **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2	1	0	0	0

File Description	Document
e-copies of related Document	
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	
Any additional information	

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 0

3.5.2.1 **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - 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.

Response:

The College takes great care for teaching learning. The institution has adequate facilities for teaching-learning process.

- The College is spread across 2.25 acer of campus with built-up area of 12523 Sq. Mt. The institution has lush green campus .
- The college has 24 big airy rooms with sufficient natural light equipped enough lights, black/green boards, seating facilities equipped with multimedia teaching aids that are used for presentations/seminars and discussions on regular basis.
- Entire campus is Wi- Fi enabled with the bandwidth of 70 mbps. The entire campus is under CCTV surveillance for security and addressing discipline issues if any.
- Institutional Resource Centres- Dell and Tally Lab is well equipped with Internet connectivity and provide free access to students during college hours is for students to carry out their academic advancements in efficient manner.
- The institute has a well-equipped library partially automated with internet facility, photocopier, scanner, and printer with specious seating arrangement and atmosphere with comfortable for reading. Library is accessible from 8:00 a.m. to 2 p.m.
- The institution has a seminar hall with technical facilities for hosting different institutional Lectures, conferences, symposia, seminars etc. of state, national and international level with sufficient seating arrangement to accommodate larger group.
- The institute building has the basic facilities like ramp with two wheel chairs, separate washroom for the differently abled students.
- The institute has a well maintained playground to train the students in different sports.
- The institute has well-equipped staff rooms-chambers, Ladies Room, IQAC room, Grievance Redressed Cell, rooms for CWDC, NCC, NSS, Tally Lab.
- Pure drinking water points with water coolers have been installed on each floor. Adequate and clean Sanitation facility is available for students on each floor.
- Sanitary pad vending machine with incinerator is made available for female stake-holders.
- The institute is kept clean full time from inside and outside buildings of the campus.
- Waste disposal is done systematically as per government norms. Separate Dustbins are kept at various places for different kinds of wastes.
- Separate Parking lots for two wheelers and four wheelers is available for students and staff on campus.
- First aid facility is provided in the college Campus.
- The Collegiate Women Development Cell (CWDC) is active under the active guidance of the lady teachers of the college. The CWDC provides an access to various women rights by organizing special guest lecture on different issues related to gender discrimination.
- The institute has well-equipped room with the Computer, Internet, Printer, scanner for the student startup and innovation. The CWDC provides an information and guide to student by organizing special guest lecture or webinar.

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

Response:

The institution aims at the overall development of the student and therefore provides all the facilities like sports, gym, games and cultural activities for the students. The adequate facilities for sports, games and cultural activities are:

Sports, indoor and outdoor games:

The college has a large sports ground for the facility to play football, volleyball, cricket, hockey and a badminton court. The college provides professional coaching to the students for football, volleyball, cricket, hockey, badminton, kabaddi and table tennis etc. Our students have performed well in various tournaments at intercollegiate, University, inter-university, State, National. Students utilize the grounds throughout the year for practice of different tournaments. Well-equipped sports room is set-up in the institutional premises for indoor games like table tennis, carom, chess etc. Students have excelled and won laurels in Indoor games like table tennis, chess, carom, etc. The institute has gymnasium with some basic modern gym equipments.

Yoga Room:

Our director of sports conducts 'Yoga Training Classes' everyday early in the morning in Sport room.

Cultural Activities:

Our institution has a large seminar cum auditorium hall equipped with audio visual facilities for cultural activities named Mahatma Gandhi Hall. The total seating capacities of the auditoriums are more than 200. This hall has all the facilities like sound system, multimedia projector, air conditioner etc. for cultural programmes organized throughout the year. Every year our students take part in Gujarat University Youth Festival. The institution leads various kinds of work-shops for the students such as music, dance, drama workshops, painting, rangoli, mehandi, clay modeling, collage, card making, cartoon making, poster making workshop, Diya decoration, tie & dye etc. The college has one auditorium with hi-tech facilities. They are using for the purpose of interdisciplinary lectures, power-point presentations, public speaking program and communication skill development program.

File Description	Document
Paste link for additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 20.83

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 5

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 0

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document

4.2 Library as a Learning Resource

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

Response:

Library is fully automated with the ILMS – SOUL 2.0(Software for University Libraries).). It is designed and developed by INFLIBNET Centre, Gandhinagar. The software fulfils basic requirements of college library. It is designed to automate all housekeeping operations in the library. The institute library is partially automated. The OPAC has simple and advanced search facility with the minimum information of the item by using author, title, corporate body, conference name, subject headings, keywords, class number, and accession number regarding the item. Due to SOUL software; it helps library staff to manage information sources and to provide library resources, services to library patrons efficiently and timely. Two computer systems with internet connection are installed in the library for the students and faculty members. All the students of the college are given library membership by default. Moreover to make maximum use of library resources and to help society in making the people informative.

There is well-enriched library having around 16887 books on various subjects at our institution. We inspire our students towards reading books through 'Book Exhibition' every year. Our faculties also recommend them best books and magazines for extra reading through year. This institute subscribes to 8 journals of

Accountancy, Commerce and Management, Statistics, Economics and 6 newspapers. Our students can also avail the benefit of e-learning resource from the library. We have a collection of around 49 CDs on different subjects. N-LIST E-resources are accessible from off-campus via Internet. The library procures books, journals etc. on the recommendations of the faculty members. These recommendations are to be approved by the concerned HODs, and thereafter by the Principal. There is also a Library Advisory Committee which looks after the whole process.

The library has separate reading area for the faculty members and the students. It has a separate periodicals and magazine section. The digital section provides internet access to the faculty members and students.

4.2.2 The institution has subscription for the following e-resources

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**
6. **Remote access to e-resources**

Response: D. Any 1 of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.86

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.07	0.49	1.45	0.89	1.41

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	[View Document](#)

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 8.34

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

Response: 204

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

- The college has a DELL and Tally lab equipped with 80 computers for the access of students and staff.
- In the whole college building there is a facility of WI-FI to help the students avail manifold study material through Internet.
- The college has 3 Classes with projector at present, but more classes will be upgraded as smart classes in future time as soon as received.
- There are **16 CCTV cameras** installed in the college campus for monitoring.
- The institute has an Digital-podium equipped with computer based multifunctional -multimedia set up
- There are two LED TVs for teaching purpose.
- The NAMO Wi-Fi installed in the college campus has 16 access points.
- There is a GSWAN – a wide area network owned by the Government of Gujarat for Integrated Financial Management and government web casting.
- Recently each faculty member is given a computers, photocopier machines; scanners, Microphone.
- The administrative department has 6 computers, photocopier machines; scanners for the routine work. These IT facilities are updated time to time as per the need.
- The principal's office is equipped with 1 multifunctionality smart LED TV and a PC.
- 25 computers have internet connectivity through GSWAN.
- Creating awareness among the library users regarding use of library sources & services through Library Orientation Sessions.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 30:1

4.3.3 Bandwidth of internet connection in the Institution

Response: D. 05 MBPS – 10 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 83.48

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

2019-20	2018-19	2017-18	2016-17	2015-16
5.9	16.3	10.8	9.9	5.88

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)

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.

Response:

Being a Government institution, our college believes in providing the level best infrastructure facilities to achieve excellence in academics and co-curricular activities. Policy of the college for creation and maintenance of Institute's infrastructure facilities is in line with the objectives laid down by the Government of Gujarat. College has an excellent physical infrastructure in the form of eco friendly campus, airy class rooms, resourceful library, DELL laboratory, Tally Lab seminar hall cum auditorium, staff room, Chambers for Faculties, Girls' room, sports room, drinking water supply, rest rooms etc. The college is well aware of the need of different committees to achieve optimum utilization of facilities and services for the benefit of stakeholders, to receive constant, uninterrupted and smooth functioning of physical, academic and support service facilities, to prevent misuse and misconduct of resources and services, to achieve timely up-gradation, replenishment, repairing and replacement of the resources and services and to set standardized maintenance and utilization procedures for resources.

At the beginning of each academic year under the direction of the principal various committees are formed in such a manner that all the needs of the maintenance and utilization of existing infrastructure can

smoothly done. For which both the teaching and non teaching staff is clubbed in. The purchase committee headed by a senior faculty takes an annual review of the facilities and services. Dead- stock register is maintained. All the physical facilities are taken due care of in order to keep them secure for the coming new batches.

Building Maintenance:

As this institute belongs to government the entire responsibility of the construction and maintenance comes under the R & B. Whenever the need of any maintenance arises the principal informs the local R & B and monitors its works. For overall campus, security staff is deployed round the clock.

Cleanliness:

It must be mentioned that the college receives maintenance grants for cleanliness and security from the government and uses them according to the requirement. The college has support staff through contract allotted by KCG for the daily mail maintenance of physical resources. For daily maintenance of physical resource support staff through Out-source contract by the allotted by KCG, Government of Gujarat. Cleanliness of the whole campus and buildings are regularly cleaned and maintained by them. A supervisor of the contractor monitors their work that follows the instruction of administrative office. All classrooms are regularly cleaned by sweepers and cleanliness is maintained all around the campus. The NSS unit and students are also motivated to keep the campus clean and whole.

Purchase and maintenance of furniture, books and other equipments:

The college strictly follows the norms as per the government rules and arrounding that purchase and maintenance committee is setup which follows.

- IT facilities: One lab coordinator is appointed to take care of computer lab facility. Yearly contract of maintenance of computers and printers is given to local agency and antivirus software is installed every year. Computers, Printers, Photocopy machine, Projectors, etc are maintained regularly.
- Library: Library committee and librarian take proper care of books and infrastructure of the library. The library procures books, journals etc. on the recommendations of the faculty members. These recommendations are to be approved by the concerned HODs, and thereafter by the Principal. There is also a Library Advisory Committee which looks after the whole process.
- NSS: A special store room is allotted for keeping the NSS items. Gardening tools, utensils and other belongings of NSS activities are purchased, maintained and repaired as per the need.
- Cultural Activities: Various musical instruments and other items necessary for different cultural activities are purchased, maintained and repaired as per the need. A special store room is allotted for keeping these items.
- Sports Room: Every year, as per the need, new sports kits and items are purchased through proper procedure. Instruments of Gymnasium and other long lasting items of various games and sports are maintained by mending and repairing as per the need. Students can use these resources as per their requirement.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 30.04

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1089	866	627	690	772

File Description	Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 30.04

5.1.2.1 **Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1089	866	627	690	772

File Description	Document
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 5.98

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
112	33	151	430	150

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 9.62

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
180	139	4	3	4

File Description	Document
Details of student placement during the last five years (Data Template)	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 59.7

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 440

File Description	Document
Details of student progression to higher education (Data Template)	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 20

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, *etc.*)) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	4	3	7	15

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	40	30	35	25

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

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) year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<u>View Document</u>

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

Response:

The students are the integral part of the institution. We at our institution follow student centric approach towards the functioning of the institution. Student representatives participate in various committees of the institution so that proper communication can be established between the staff and then students. The principal is the head of the student Representative committee of the college and seniour faculty is coordinator, which listens to the problems of the students and gives solution to them. Student Representative Committee (SRC) works towards betterment of the students. The student's actively participate in all the events of the college and it is the role of the SRC members to motivate the students to participate in all the activities in the college. The approach of the institution is student centric so the formation of the rules and regulation is in the favour student`s holistic development which is ensure by IQAC and Student Representative Committee (SRC).

File Description	Document
Paste link for additional information	<u>View Document</u>

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 6

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
6	6	6	6	6

File Description	Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[View Document](#)

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

Response:

Government Commerce College Gandhinagar is an institution with a history of about 50 years where students are considered to be the soul of the institution. We have preserved the image of the institution through well being and the success of our students. A student stays connected lifelong with the institution and wherever they go they shine and spread the glory of the college. The Alumni Association of Government Commerce College, Gandhinagar is active since long and it provides valuable suggestions for the betterment of the college. Students are the real mirror of the institution and the success of the alumni reflects the efforts Putin by the faculties of the college in shaping their career. They spread the awareness of the institution through word of mouth in the community. The meeting of the alumni association is held on regular intervals. These meetings become a source of suggestions which helps to improve the planning and execution of the functioning in the college. Our alumni are a very important part of our college as they are part of different committees right from our IQAC to Alumni association committee giving their valuable input.

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

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

Criterion 6 - 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

Response:

1. Government Commerce College is one of the oldest college of Capital of Gujarat (Gandhinagar) in Commerce branch in Gujarat state. we at Government Commerce College strive for excellence in commerce education at the under graduate and post graduate programme. We believe in creating and enriching learning experience for our students.

2. The institute committedly efforts to move forward in the direction to achieve its mission and vision, because of which today the institute is having pride and known for best institute in the area having large intake of students from mired strata of society irrespective of caste, creed, colour, religion, region, nationality and economic status.

3. The principal along with the staff shoulder the responsibility of ensuring that the vision and the mission of the college are adhered to. The institute being the government college, the Commissioner of Higher Education, Education Department, Gujarat Government reviews all aspects to to time and again about execution of vision and mission of the institute.

4. To achieve our mission of holistic development for stake holders needed in changing global scenario and gain access to multiple career opportunities for better life, productive life and become a socially and ecologically responsible citizen of the nation.

5. To fulfil the Vision-Mission, the Institute has been catering quality education to students from the urban and rural area having diverse back grounds and abilities. Most of the students are coming in this college from educationaly backward district like Banaskatha ,Sabarkatha and Dahod. Their individual needs are properly addressed.

6. The administration of the institution is always committed and eager to fulfil all the educational needs of this college.

File Description	Document
Paste link for additional information	[View Document](#)

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

Response:

Decentralization:

1. The Commissionerate of Higher Education of Gujarat, the Principal, the IQAC coordinator and the heads of departments play active role in policy decisions. The Commissionerate of Higher Education of Gujarat is the supreme authority in taking decisions related to the policies, road map, development and functioning of institute.The institute is a Government college. As and when any

important policy decision regarding education system is taken by Commissioner of higher education, it is communicated by the principal to the staff members. In accordance with this, different committees implement the decision smoothly.

2. Developmental plans are proposed to the commissioner of Higher Education, and approved and different plans are financed accordingly to help the institute grow and expands.

3. The Principal is the head of the institute. The action plan is formulated by the planning body which includes Principal, heads of the department and coordinators of various academic committees. The Principal provides suggestions, monitors the procurement, and decides on the introduction of new programs and welfare activities. Further, for the sake of smooth running of the college, different committees like Academic and Examination, Cultural, Discipline, NCC, NSS, CWDC (Collegiate Women's Development Cell), Anti-ragging squad, etc. are formed. Institute has also effectively set up SCOPE centre, DELL LAB, Smart Class rooms for development of students.

Participative Management:

1. The college promotes a culture of participative management. The responsibility of managing the institution for its progress rates on the faculty, Heads of the department, Administrative officials. Various committee members work as a team for the betterment of the institute. At each level, there is an active participation in planning and implementation. Administrative officials and all Faculties of Institution is working as team for the development of students and ultimately institution.

2. The staff members participating in the execution of the institutional activities are motivated and their good work is appreciated by the authority in their performance appraisal report.

3. The committees prepare action plans and submit to the principal for approval. The committees carry out the activities and at the end of the academic year, the conveners submit the reports of the work done to the head of the institution.

4. The students' representatives are also nominated to carry out the co-curricular and extra curricular activities.

5. Feedbacks available from the students and stake holders are considered for the improvement of the plans and policies.

6. The Principal constitutes different committees at the beginning of each academic year in the interest of students over all development.

Thesecommittees are

- Academic Matters: Time table,
- SANDHAN lectures
- Admission Committee
- Anti-Ragging Committee
- Arrangements of Star Batch and Slow Learners Batch
- B. Com. Exam and Student Counselling
- Career Guidance Centre
- Cultural Committee
- Discipline Committee\
- Examination Committee
- Finance Committee
- Finishing School
- Grievance Redressal Committee
- Gym and Sports,Sports Committee

- Implementation of MOUs
- Library Committee
- M. Com. Exam and Student Counselling
- Magazine, Annual College Report, College Brochure,
- Media and press note
- MYSY and tablet distribution
- Placement Cell,
- Research Committee
- SC/ST/OBC Cell
- Time-Table Committee
- Website Committee
- Women Development Cell
- Youth Festival and
- Saptdhara

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

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The college thoroughly develops action plan for effective implementation of the curriculum. Keeping in view of Gujarat University academic calendar, curriculum, guideline and objectives, teaching modules are developed by individual faculties for effective implementation of syllabus. After accreditation by NAAC in 2009, the IQAC was constituted. The IQAC comprises of seven faculty members. This committee in consultation with the Principal heads of various departments and as per requirements of NAAC plans and deploys variouspolicies that improve the quality in the institution. The policies and decisions are reviewed in meeting with the Heads by principal and corrective measures are taken if need be.

1. Regular meetings of the Managerial body and IQAC.
2. The feedback system (From Stakeholders, Alumni, Staff, Parents and Students)
3. IQAC Academic Audit Team visits the departments (once in a Semester).
4. Regular visits of the Principal to the departments and interaction with heads of the departments.
5. Heads of the departments monitor the system of each department regularly. Faculty meet forfeedback twice in a semester.
6. Infrastructurerequirements (Academic, Research, Physical) for the institute are conveyed to the Government andthe Principal sees to it that they are fulfilled.
7. Policies and plans are constituted, monitored and evaluated by IQAC.
8. The official notice is issued along with the guidelines defining the roles and responsibilities of thecommittees.

9. The committees prepare action plans and submit to the principal for approval. The committeescarry out the activities and at the end of the academic year, the conveners submit the reports of thework done to the head of the institution.To groom leadership at the student level, the students' representative is also encouraged andnominated to handle the co-curricular and extracurricular activities.

10. For academic matters, HODs are given full liberty to improve the academic level.

11. Physical Director, Librarian, Programme officer of NSS, Associate NCC Officer and conveners ofdifferent committees are also independent to perform their duties.

Curriculum Development:

- The College follows curriculum determined by the Gujarat University and faculties actively contribute to provide class notes to the students. They make curriculum easy for students through different teaching methodologies, ICT and other techniques.

Examination and Evaluation:

- Internal examinations are conducted at the end of each semester and evaluation is carried out by the faculty. Semester external examinations are conducted by the University.

Research and Development:

- Faculties are encouraged to pursue research. UGC has sanctioned two minor research projects to our faculties.

Library, ICT and Physical Infrastructure / Instrumentation:

- This institute has 16887 books, 6 news papers, 8 journal, 8000+ E-Journal through N-list and 164300 E–books through N-List to enrich the library. Free Wi-Fi facility is available for the students and the staff.

Human Resource Management:

- As a government organization, academic and non-academic staff is recruited by the government of Gujarat.
- Potential talents of the students are explored through extra-curricular activities.

Admission of Students:

- Our college supports the University admission committee for UG level admission. Equal opportunity is given to all the eligible candidates/students irrespective of their caste, creed, gender, number of attempts and merit at HSC level purely on merit basis.

File Description	Document
Upload any additional information	[View Document](#)
strategic Plan and deployment documents on the website	[View Document](#)
Paste link for additional information	[View Document](#)

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.

Response:

Institution has set up IQAC for effective and efficient management of teaching learning activities. Institutions administrative is set up for Admission, scholarship, Exam and Assessment. Institution has appointed various committees as per IQAC policies and provide service as per the requirement of student and relevant stake holder of the institution.

Finance and Accounts:

- Accounts, salary, and exam fees, Scholarship, etc. are being operated online. All the salaries of teaching and non-teaching staff are done online. Our institutions also actively utilized PFMS and IFMS system for the transpatent, fast and better office management.

Student Admission and Support:

- Our college is affiliated to Gujarat University so college has to follow the online admission process as per rules and regulation of Gujarat University. University admission committee has to formulated rules and regulation for UG and PG level admission. As per the Merit based on HSC exam, opportunity is given to all the eligible candidates as per category and quota's. PG level admission process is also online on merit basis, done by Gujarat University. All the seats are filled up every year in UG and PG. Institution has set up COGENT facilities for online payment of college fees. U. G and P.G. admission are given as per the merit through online process by Gujarat University.

Examination:

- All the exam related data and management activities are managed through online. Results of internal exams are uploaded online. Students' registration form for examinations and marks of internal exams are uploaded online by the office staff on college Websites. The hall tickets are received online. External results are available on the university website. Internal weekly Test and Assignment are given online and conducted online Exam.

Scholarship:

- Scholarship process is through digital online mode. Our college has a centre of Scholarship under MYSY and CMSS scheme. Students of other colleges also visited to our college to get verify their

documents online. College Technical staff provides technical support to students to fill up scholarship form and various competitive exam form in the college through Online Facility centre.

Correspondence:

- All correspondence with University like communicating the internal examination results, University examination forms, etc. are partially communicated as soft copies and in the form of emails, Google sheet, Online Portal System. Our institution has utilized Office 365 mail system for communication purpose.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

This institution is fully supported by Government of Gujarat. All basic welfare facilities are provided by Government of Gujarat to all teaching and non-teaching staff. The Government takes utmost care to enhance the professional development of teaching and non-teaching staff.

It always strives to satisfy the need of the employees proactively some facilities provided for the welfare of the employees of the institution are:

1. General Provident fund and Contributory provident fund for all the employees who fall under the eligibility criteria.

2. Group life insurance

3. Leave travel concession

4. Home town allowance

5. Medical allowance

6. Transportation allowance

7. House rent allowance

8. Washing allowance

9. Uniform allowance

10. Leave salary

11. Special pay

12. Charge allowance

13. Dearness allowance

14. Leaves as per Gujarat Civil service rules 2002

15. Maternity leave/ paternity leave

16. Duty leave

17. Earned leave

18. Casual leaves

19. Medical leaves

20. Special study leaves

21. Medical Facilities

22. Compliments and bonus at time of Diwali Festival

23. Sponsoring for workshop, FDP, orientation, refresher course, Orientation Programme

24. Well maintained staff room

25. Personal cabins

26. Personal computers

27. Printers

28. Scanners

29. Free stationary to faculty members

Welfare measures for teaching and non-teaching members in details:

1. Employees Provident Fund as per PF rules

Keeping in view the future safety of employees, the Government of Gujarat contributes specific amount towards PF of an employee as per PF rules.

2. Medi-claim-Health Insurance

As for the health insurance, Medical insurance provides to employee for the employee and his/her family.

3. Gratuity-Gratuity is applicable to every staff as per Gujarat Government of permanent employee.

4. Full paid Maternity Leave-Under humanitarian grounds, Government provides 180 days full paid maternity leaves to all female employees. Government provides 15 days full paid paternity leaves to all male employees also.

5. Encashment of Earn leave at the end of service

At the end of service of an employee, he/she can en-cash his/her earned leaves as per the rules of Finance Department Government of Gujarat.

6. Salary timely credited to bank account of employee.

In each month, the employee gets the salary on time through bank accounts only. The institute credits the salary on time every month.

7. Reimbursement of Membership fees for the professional bodies.

The institute has the provision of reimbursement of membership fee of any professional body provided he/she publishes a research paper within a year in the concerned professional body. Institute provide financial support to all faculties for attending seminar / conference/ Workshop and induction programme.

8. Festival advance: Non-teaching staff can avail interest free festival advance up-to Rs. 10,000 repayable

in 10 months

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

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 9.41

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	8	0

File Description	Document
Upload any additional information	[View Document](#)
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 2

6.3.3.1 **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	2	2	1	1

File Description	Document
Upload any additional information	[View Document](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 29.01

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

2019-20	2018-19	2017-18	2016-17	2015-16
9	2	4	3	4

File Description	Document
Upload any additional information	[View Document](#)
IQAC report summary	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

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

Response:

This institution is fully financially supported by Government of Gujarat. The institution being a Government college, we have to follow the prescribed Performance Appraisal System framed by the Government of Gujarat both for Teaching staffs as well as Non-Teaching staffs.

Apart from this, the institute has also its own performance appraisal system by collecting feedback from students, parents and alumni that are analyzed, outcomes are discussed and prompt actions are taken accordingly. Even periodical departmental meetings and staff meetings are held for effective curriculum implementation. And in term end meeting, reporting is presented to the principal regarding duty performed during the current semester. Performance appraisal mechanism is discussed as under:

For Teaching Faculties:

- At the end of each academic year, Confidential Report is filled in by the faculty members in the prescribed format for the assessment of duties performed. Confidential Reports are then forwarded to Joint Director of Government Colleges after review of the Principal. On the basis of remarks received from the higher authority, needful steps are taken. Thus, review is made at three stages. In case of disagreements or disputes, staff member is given notice if the charges of the reviewing officer are found genuine by the Commissioner of Higher Education, Education department, Government of Gujarat.

For Non-Teaching Staff:

- At the end of each academic year, non-teaching staff members also fill in the Confidential Reports in the prescribed format for the assessment of duties performed. The Confidential Reports are reviewed by the Principal and after that they are forwarded to Commissioner of Schools for final evaluation. On the basis of remarks received from the higher authority necessary steps are taken. Thus, review is made at two stages.

Promotion under Career Advance Scheme (CAS) depends upon the Confidential Report evaluation along with other things.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institute for the effective control of financial resources conducts three way audit. i.e. AG Audit, Departmental Audit and Internal Audit.

The institute conducts internal audit continuously throughout the year by qualified Chartered Accountant appointed by the institute as well as external financial audit is conducted annually by the Comptroller & Auditor General of India viz. Accountant General Office Audit and

Departmental Audit.

- If any financial or administrtive objection is raised by the auditor same is to be solved before the next audit. If any qualified remarks received from the audit team same are resolved in the forthcoming years.
- Our institutions also actively utilized PFMS and IFMS system for the fast and better office management.

The audit during the last five years are…

- Departmental Financial Audit- From April 2014 to March-2017 --Audited by Commissioner of Higher Education Government of Gujarat (26-12-2018 to 29-12-2018)
- Departmental Financial Audit- From April 2009 to March-2014 --Audited by Commissioner of Higher Education Government of Gujarat (21-04-2014 to 24-04-2014)

- The office of the Principal **Accountant General** (Civil **Audit**) is responsible for **audit** of the offices of the Civil departments of the State government
- .A. G. Financial Audit- From June 2004 to March-2012 --Audited by Accountant General Rajkot, Government of Gujarat (20-06-2012 to 30-6-2012)
- A. G. Financial Audit- From June 2012 to March-2014 --Audited by Accountant General Rajkot, Government of Gujarat (29-01-2015 to 03-02-2015)

Internal financial audits:

- All the expenses incurred for conducting different activities of various committees like Cultural Activities like youth festival at college level, participation in inter collegiate level, zone level youth festival, inter zone level youth festival,, CWDC (Collegiate Women's Development Cell) Activities like Oven Cooking, Beauty Parlour certificate Course, Self Defense Training, Computer Class, Spoken English, Tie and dye, Glass painting, etc., NSS, SPORTS, Career Counselling, Finishing School, Examination Committee, Medical checkup of first year students, office stationary and maintenance etc. are sanctioned by the Principal.

External financial audits:

- All the expenses incurred for conducting different activities for NSS are internally audited and sanctioned by the Principal and audited by Chartered Accountant.

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The funds for the different purposes are allocated by the State Government viz. Standing Charges & Development Charges and the Central Government (UGC) under different heads as per rules and regulations. PWD maintenance fund (Building Maintenance) is allocated to the Road and Building Department by the State Government directly. The institute may utilize tuition fees, library fees, CWDC fees, partially gymkhana fees from the students fees, are kept with the college. The funds are maintained under different heads and disbursed for the same purpose. All these funds are utilized only for the constructive purpose and for the wellbeing of the students and the institution. Records are maintained for the expenditure incurred and are submitted to the auditors during auditing sessions.

The grant utilization and spending is done as per Government rules and regulations. Purchase committees look after fair process of the inviting tender to place the order. Institute is allotted floor wise duty to each and individual all teaching and non-teaching staff to the optimal utilization of resources. All responsibilities of instrument of the institute are allotted to all teaching and non-teaching staff.

File Description	Document
Upload any additional information	View Document

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

Response:

IQAC encourages and motivates faculties and Students to actively participate in research activities.

The practices are -

Regular Practice:

The copies of UGC & University Circulars pertaining to research are provided to Professors individually. With the help of the RUSA & State grant, efforts have been made to develop research infrastructure like Computer Labs, advanced equipment's, modern ICT gadgets, Library, access to electronic learning materials (Smart Class Room) etc. Availability of Internet and latest technological facilities are ensured for carrying out research work. All faculty members have been provided with unique user ID and password for accessing N-LIST site that offers 164300 e-Books and 6000+ e- Journals in full text form. Faculty members are motivated to pursue their Ph.D. work & college also provides relaxation in workload for carrying out research Support and motivation was given to the faculty to take up Major/ Minor research projects. Faculty members are granted leave to participate in short term courses, FDP, FIP and various workshops related to Research methodology. Faculty members who have completed their Ph.Ds. are facilitated by staff club and encouraged for publishing research papers in reputed Journals not only that they are motivated to guide others.

Some of the Outcomes are:

Research Development Committee (RDC) has been formed in the college that looks after the Publication department of the institute.

Most of our faculty members from various departments have been awarded Ph. D Degree, some of our faculty members have submitted their Ph.D. thesis, and few of our faculty members have completed their Ph. D course work, and few of our faculty members completed their Minor Research Project under UGC XIIth Plan. Almost all of our faculty members have published their research papers in reputed Journals.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

IQAC manages, facilitates and maintains attendance records of the students. The teaching learning process structure developed within the organization is as listed as below. All test results are reviewed by the principal and faculty members for each subject. To review effective teaching learning process students' faculty wise feedback are sought, analyzed and passed on with suggestions to the concerned faculty member for improvement. Periodic review meetings are conducted by the principal to evaluate structure & methodologies of operations & learning outcomes and reforms are adopted on the basis of these meetings. The duties of all faculty members other than teaching are defined well in advance by the IQAC. Faculty members submit their planner of activities academic as well as extra-curricular in advance.

The IQAC looks after on physical availability of faculty members and ensures completion of curriculum in stipulate time. The IQAC in consultation with institutional examination committee and principal organizes internal written evaluation, to minimize exam days and maximum teaching.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: D. 1 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document

Criterion 7 - 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 last five years.

Response:

Women and girls represent half of the world's population and, therefore also half of its potential. Gender equality besides being a fundamental human right, is essential to achieve peaceful societies with full human potential and sustainable development .It has been shown that empowering women spurs productivity and economic growth of the society. To develop the skill of women which will enhance their overall Personality College has organized various activities such as Beauty parlour, Oven Cooking, Computer training for girls, Glass Painting for girls, English speaking for girls. Hygiene is a serious of practices performed to preserve the health and it refers to conditions and practices that help to maintain health and prevent the spread of diseases. Considering the importance of hygiene, college has organized Seminar on Health and Hygiene, Awareness against female feticide, Guidance for Gynecologist for Girls, Guidance on Nutritious food and avoiding Anemic condition. Legal Awareness can be significant tool for attaining equality of women in all spheres of social and political life. Legal awareness is the knowledge of laws, rights, and legal provisions which is must for all women for their future security. To extend the Legal knowledge of college girls, college conducted guest lectures on Anti ragging awareness, Lecture for legal awareness for girls, Mahila Abhayam (181) presentation, Self defense training programme for girls, Celebration of women safety day.

File Description	Document
Link for annual gender sensitization action plan	View Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Educational institutes represent the main components of sustainability promotion in our society. Waste management is one of the challenges that an institute has to face in accomplishing sustainability goals. The institute constantly strives to substantiate its contribution in clean India campaign and implement healthy practices. Waste management is one such practice.

- Different coloured dustbins are placed at different places with markings and instructions in the premises and on the campus.
- We are continuously appealing our students to throw solid waste as per its recyclability. Staff members continuously inspire students to follow this practice.
- This institute gets regularly facilitated by the Gandhinagar Municipal Corporation (GMC) in waste collection, waste management and composts it.
- Our sewages are connected with the city sewages, where all used water is purified in corporation water works sights.
- Besides this, the institute is vigilant to the use of water. Our students are continuously sensitized towards maintenance of cleanliness, save water and proper disposal of all waste.
- The institute helds theme based programmes like Painting Competition, Poster Making Competition, Slogan Making competition, Elocution Competition, Essay Writing Competition, Rallies, Slum visits, Lectures of renown persons and many such programmes under NSS. This helps in awareness and responsible behavior towards issues of cleanliness, controlled water consumption, proper disposal of E Waste etc. and prompts to make society aware of such issues for healthy and safe climate.

File Description	Document
Any other relevant information	[View Document](#)
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

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**

Response: B. 3 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	[View Document](#)
Any other relevant documents	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: D.1 of the above

File Description	Document
Any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Disabled-friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **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**

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)

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 500 words).

Response:

Culture is the characteristic of group of people defined by everything such as language, religion, lifestyle. Culture shapes the way we work and play, and it makes a difference in how we view over selves and others. It affects our values-what we consider right and wrong. Sharing cultural aspects leads to development of feelings of respect, brotherhood, harmony amongst people. To impart cultural knowledge to the college students, college has organized Cultural events like Mehndi Competion, Rangoli Competition, Dance Competition including Group dance, Solo dance Folk dance, western dance etc.,Singing Competition which includes Light Vocal, Classical singing, western song, Group song, Folk Orchestra. Everyyear Gujarat University is organizing Youth Festival which reflects cultural diversity of Indian Culture and provides platform to the students for the development of their inherent qualities. Our college students actively participating in more than 20 Events and declared as winners in the various activities. In the Event of Folk Orchestra college students has secured First and Second position at Zonal level as well as Inter-Zonal Level.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The constitution of India lays down the framework demarcating fundamental, political code, structure, procedures, powers and duties of government institutions and sets out fundamental rights, directive principles and the duties of citizens. Our college undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation, Values, Rights, Duties and responsibilities of the citizens. Every year on 26th November Constitution day was celebrated at our college campus. The head of the institute appealed to all to remember the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides for human dignity, equality, Social justice, Human rights and freedom, Rule of law, equity and respect and superiority of constitution in the national life .As a part of strengthening the democratic values. A voters pledge programme was organized 5th December, 2018 and 15ty January, 2018 for students and faculties at Government Commerce College, Gandhinagar. Quiz competition was organized on National Voters day at college. Awareness procession was also organized at Palaj Village in the second week of July 2020. Earlier activities relating to this task were undertaken by our NSS committee. Every year on 15th August Independence Day and on 26th January Republic day is celebrated by organizing activities highlighting the importance of Indian Constitution. Struggle of freedom and importance of Indian constitution.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	[View Document](#)

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.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

File Description	Document
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 Document](#)
Code of ethics policy document	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

In Indian tradition it is inherited to give importance to days like Social, International, Economic, Commemorative or Festive importance. Commemorative can also promote acknowledgement by pointing to a legacy of the past that still has importance for today and can be beneficial to a society because it has potential to help develop or renew relationships between opposing groups by working together to bring conflicting views of history together. Celebration of commemorative days cultivates a sense of community, provides a sense of meaning and significance of our lives. Our college.

·	This institute is committed to build responsible citizens out of its novices. All activities conducted in this institute have its focus on inculcating unity in diversity among its students and valuing Indian rich Culture and Traditions. Our Independence Day and Republic Day are being invariably celebrated by inviting dignitaries to kindle the sense of Independence and to remind great sacrifices rendered by our forefathers to achieve the sovereign republic. We make our students take pride that ours is the most democratically and diligently ruled country where each and every citizen has the right of franchise without caste and creed. No other country in the world has such a unique system where the citizen is the master of his own destiny.

·	We remember the great contributions of Mahatma Gandhi in shaping our National Movement to the culmination. His ideas of Non Violence, Truth and Expulsion of Untouchability are attempted to instill in the minds of students on 30th January and 2nd October every year about the menace which obstructs National Development. College has organized various programs on occasion of Celebration of Gandhi Jayanti. Along with Mahatma Gandhi, we tribute to all freedom fighters who have voluntarily sacrificed everything for the fulfillment of our free state of existence today. Youth is the real strength of any nation

·	The exponent of Indian Culture and Tradition who has travelled to distant countries to propagate our rich heritage is fondly commemorated every year by celebrating International Yoga day.

·	We also cooperate with State and University sponsored programmes by making our students represent in various activities guided by teachers such as International Voter's day, International Ozone Day.

- This institute celebrates birth anniversary of Sardar Patel, the architect of Indian Union.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	[View Document](#)
Link for any other relevant information	[View Document](#)

7.2 Best Practices

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

Response:

Best Practices successfully implemented by the institution are as follows:

1. **Women Empowerment Oriented Programs**:

Objectives:

·   For the holistic development of girl students.

·   To make girls aware about better hygiene and health.

·   To encourage them to come become confident enough to realize their abilities to achieve great heights in life.

·   Women Empowerment helps girl students to become self-reliant and confident.

India is the fastest –growing economy in the world with almost half of the population as women. If the nation wants to get into the league of the developed nation then empowerment of women is need for the hour. Modern era urges for individual financial independence. We believe that an educated and skilled girl can help society and family to develop and progress. So as an education institution it is our responsibility to put efforts for the holistic development of girl students, for which we organize various programmes for the overall development of girl students. Events organized by our institute for the development of the girl students are as under: International Women Day: It is organized with an aim to ensure that girls are socially, economically and politically empowered. Other activities like Lecture on health and hygiene, Mahila Abhaym, Self Defence Programme, Mahila Sharirik Shostav Diwas, Mahila Karmyogi Diwas etc were organized which involves strategies, practices and policies which aim to reduce gender base issues. These programs help develop their confidence, self-reliability and individuality. Lecture and projection of short film on female feticide and domestic violence, lecture of gynecologists, Oven Cooking, beauty parlour etc were organized which will develop their confidence, self-reliability and individuality. Events Regarding Road Safety organized with an aim to increase awareness and knowledge of traffic environment and to enhance knowledge, understanding and skills to travel safely in or on a vehicle. It was organized under CWDC in collaboration with Hero Honda Gandhinagar. Training on Cosmetology and Beauty Therapy was conducted and visit of ORANE institute for girl's students was arranged by the college under CWDC in collaboration with ORANE institute Ahmadabad which will help in their self Grooming as well as financial Independence.

Impact of the Practice:

 Most importantly all these activities have developed confidence and changed the approach of the students towards life problems and there solutions. These programs will help to develop their confidence, self-reliability and individuality.

Resources Required:

• Experts for training.

• Hall with IT and Audio facilities.

2.   Enhancing Employability Skills while preparing Students for Competitive Exams

Objectives:

·   To make students aware of various types of competitive exams.

·   To guide students for various competitive exams by inviting experienced experts from SPIPA (Sardar Patel Institute of Public Administration), Ahmadabad and other institutions.

·   To develop the personality of the students by introducing the life skills, employability skills and communication skills.

A growing trend has been seen in recent years that more and more students are opting for government jobs because of the salary factor and mostly job security. The government of Gujarat has taken an initiative to start coaching for competitive examinations in the college itself. Our college was selected for this project and granted counseling centre for the students. For the all round development of students Finishing School Programme was introduced by that helps to develop personality of the students by teaching them life skill, employability skills and communication skills of the students. Our college was selected as one of the 20 higher education institutions under implementation of this pilot project.

The Practice: Our College has a Career Counseling centre that enable, trained and guides the students for various competitive exams by arranging free of charge coaching through invited experienced experts. Announcement was made in all the classes and the interested students registered their names by filling up the registration forms. Many students have benefited under these course. he sessions covered general awareness (UPSC, GPSC, Banking exams etc, currents affairs, Gujarati, English, public administrations, history, Geography, Logical reasoning, quantitative aptitude etc.) The college has rich library were they are facilitated with books, magazines, news papers etc and peaceful conductive ambience with ample reading space to prepare for competitive exams. Facility of computer and internet is also available in college library. For Finishing School, KCG has given list of empanelled experts for the training. Students were taught grooming, etiquettes, effective presentation, time management, CV Writing, personal interview, group discussion etc. NIIT was invited for placement in which 132 students were registered and out of that 7 students were selected. The college also Organized Mega Placement Fair for B. Com and M. Com final year students in collaboration with Department of Education, Government of Gujarat to increase employability. Total 371 students registered and 239 students selected for the job in the year 2018-19 and 1278 students registered and 1088 students selected in the year 2019-20 by various companies. The college received 2 awards for the category, "Most Active College" and "College with Highest Placement" for valuable contribution during Placement Camp 2019 from the Department of Education, Government of Gujarat.

Impact of the Practice:

• Students were oriented towards awareness of competitive examinations.

• Students were inclining towards getting jobs to clearing competitive examinations.

• Students were direct in touch with the experts to solve their difficulties and queries.

• Students were guided to increase their life skill, employability skills and communication skills.

Resources Provided:

·   Library well equipped with Competitive exam material.

·   Experts for teaching and training.

·   Hall with IT and Audio facilities.

File Description	Document
Link for Best practices in the Institutional web site	<u>View Document</u>

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Government College that offers Commerce faculty in Gujarati as well as English medium at Under graduation level and Post Graduation Centre in Gujarati medium in Gandhinagar District. The college has admission committee for UG level admission. Equal opportunity is given to all the eligible candidates/students irrespective of caste, creed, number of attempts and merit at HSC level. College also admits those students, who have passed in supplementary Exams after main HSC Exams. As a government college, the college also give priority for admission to the deprived students. PG level admission process is done online on merit basis, and is under the control of the Gujarat University. All the seats are filled by Gujarat University every year in UG and PG. All the permanent faculties are selected by GPSC (Gujarat Public Service Commission) and contractual faculties are appointed by the central recruitment committee of higher education department. Total four faculties are M. Phil., seven faculties are Ph. D. Five faculties have passed NET, Five faculties have passed GSLET, PTI is M. Phil., GSLET and librarian has also passed NET. So, overall contribution and performance of the institution in academic area is distinctive in a way that improves the results of the students

File Description	Document
Link for appropriate web in the Institutional website	<u>View Document</u>

5. CONCLUSION

Additional Information :

Alumni association is very active in participating in the development of the rules and regulation for the development of the students though it is in the process of registration the alumni participate whenever there is committee meeting in the institution. The college is 50 years now and many students who are now proud alumni of the college are always ready to help the institution in whatever way they can help. College committees like NCC and NSS are always ready to extend helping hand to the society. College always tries to inculcate ethics and moral values in the character of the student.

Concluding Remarks :

Government Commerce College Gandhinagar is an institution with a history of about 50 years where students are considered to be the soul of the institution. We have preserved the image of the institution through well being and the success of our students. A student stays connected lifelong with the institution and wherever they go they shine and spread the glory of the college.

Government Commerce College Gandhinagar is very reputed and well known college in Gujarat for its progressive teaching and supportive approach. Most of the students inspires for competitive exam preparation and we always try to support students by giving them all the facilities and staff on the college campus.

Educational institutes represent the main components of sustainability promotion in our society. Waste management is one of the challenges that an institute has to face in accomplishing sustainability goals. The institute constantly strives to substantiate its contribution in clean India campaign and implement healthy practices. Waste management is one such practice.

Best Practices successfully implemented by the institution are as follows:

1. **Women Empowerment Oriented Programs.**

2. **Enhancing Employability Skills while preparing Students for Competitive Exams.**

Government Commerce College motivates innovations and research by teachers and students by providing an environment conducive to research, though there is no formal independent incubation or research centre.

Culture is the characteristic of group of people defined by everything such as language, religion, lifestyle. Culture shapes the way we work and play, and it makes a difference in how we view over selves and others. It affects our values-what we consider right and wrong. Sharing cultural aspects leads to development of feelings of respect, brotherhood, harmony amongst people.

Our College is committed towards nation building and betterment of out students and society.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
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 last five years** 1. **Academic council/BoS of Affiliating university** 2. **Setting of question papers for UG/PG programs** 3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses** 4. **Assessment /evaluation process of the affiliating University** Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: B. Any 3 of the above
1.2.2	**Number of Add on /Certificate programs offered during the last five years** 1.2.2.1. **How many Add on /Certificate programs are offered within the last 5 years.** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
1	2	1	1	0 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
0	0	0	0	0	
1.2.3	**Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years** 1.2.3.1. **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
112	76	44	45	0 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
0	0	0	0	0	
1.4.1	*Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders*

1) Students

2)Teachers

3)Employers

4)Alumni

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: B. Any 3 of the above

1.4.2	**Feedback process of the Institution may be classified as follows:**
	Options:
	1. **Feedback collected, analysed and action taken and feedback available on website**
	2. **Feedback collected, analysed and action has been taken**
	3. **Feedback collected and analysed**
	4. **Feedback collected**
	5. **Feedback not collected**

Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website

Answer After DVV Verification: C. Feedback collected and analysed

Remark : As per the HEI statement in the response box and the outcome of 1.4.1. The link however, is non operative.

2.1.1	**Average Enrolment percentage (Average of last five years)**

2.1.1.1. **Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2434	2358	2497	3147	3561

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
990	914	886	865	761

2.1.1.2. **Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2434	2358	2497	3147	3561

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16

1200	1200	1200	1200	1200

2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)**

2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1192	1155	1223	1542	1744

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
530	509	483	511	598

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

2.3.3.1. Number of mentors
Answer before DVV Verification : 15
Answer after DVV Verification: 13

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

2.4.3.1. **Total experience of full-time teachers**
Answer before DVV Verification : 5.6
Answer after DVV Verification: 71

Remark : As per the HEI statement in the response box and the data attached by the HEI during clarification.

2.6.3	**Average pass percentage of Students during last five years**

2.6.3.1. **Number of final year students who passed the university examination year-wise during the last five years**
Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
615	521	683	885	599

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16

| 643 | 786 | 965 | 698 | 598 |

2.6.3.2. **Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
697	675	882	1303	1075

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
800	991	1386	1193	932

3.1.1	**Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

3.1.1.1. **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	.8

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0.65	0

3.1.2	**Percentage of teachers recognized as research guides (latest completed academic year)**

3.1.2.1. **Number of teachers recognized as research guides**
Answer before DVV Verification : 01
Answer after DVV Verification: 01

3.1.3	**Percentage of departments having Research projects funded by government and non government agencies during the last five years**

3.1.3.1. **Number of departments having Research projects funded by government and non-government agencies during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	2

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	1	0

3.1.3.2. **Number of departments offering academic programes**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

3.3.1	**Number of Ph.Ds registered per eligible teacher during the last five years** 3.3.1.1. **How many Ph.Ds registered per eligible teacher within last five years** Answer before DVV Verification : 4 Answer after DVV Verification: 04 3.3.1.2. **Number of teachers recognized as guides during the last five years** Answer before DVV Verification : 1 Answer after DVV Verification: 01
3.3.2	**Number of research papers per teachers in the Journals notified on UGC website during the last five years** 3.3.2.1. **Number of research papers in the Journals notified on UGC website during the last five years.** Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2	3	14	4	7

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	01	00	0	0

Remark : As per the HEI statement in the response dialogue box and the data provided with the Metric. The HEI has provided details of only 01 paper being on the ugc-care list. Paper by Dr. Dinesh .R. Chavda 2018-19 is considered.

| 3.3.3 | **Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.3.3.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**
Answer before DVV Verification: |

2019-20	2018-19	2017-18	2016-17	2015-16
05	9	9	9	8

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
05	0	0	0	0

Remark : As per the HEI statement in the response dialogue box and the data provided with the Metric.The HEI has not identified its faculty member only the paper titles referred have been ticked.

3.4.2	**Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

3.4.2.1. **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	2	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	0	0	0	0

3.4.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

3.4.3.1. **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
29	18	23	29	7

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
07	07	06	07	07

Remark : As per the HEI statement in the response dialogue box and the data provided with the Metric.

3.4.4	**Average percentage of students participating in extension activities at 3.4.3. above during last five years**
	3.4.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
3516	788	1110	2536	561

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1358	788	1110	1179	561

Remark : As per the HEI statement in the response dialogue box and the data provided with the Metric.

3.5.1	**Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**
	3.5.1.1. **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4	3	2	2	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2	1	0	0	0

Remark : As per the HEI statement in the response dialogue box and the data provided with the Metric.

3.5.2	**Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**
	3.5.2.1. **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4	3	2	2	3

	Answer After DVV Verification :				
	2019-20	2018-19	2017-18	2016-17	2015-16
	0	0	0	0	0

4.1.3	**Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.** *(Data for the latest completed academic year)* 4.1.3.1. Number of classrooms and seminar halls with ICT facilities Answer before DVV Verification : 18 Answer after DVV Verification: 5
4.2.2	**The institution has subscription for the following e-resources** 1. **e-journals** 2. **e-ShodhSindhu** 3. **Shodhganga Membership** 4. **e-books** 5. **Databases** 6. **Remote access to e-resources** Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: D. Any 1 of the above
4.3.3	**Bandwidth of internet connection in the Institution** Answer before DVV Verification : A. ?50 MBPS Answer After DVV Verification: D. 05 MBPS – 10 MBPS
4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
22.53	10.40	11.26	16.75	7.40

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
5.9	16.3	10.8	9.9	5.88

  Remark : As per the HEI statement in the response dialogue box and the data provided with the Metric.

5.2.1	**Average percentage of placement of outgoing students during the last five years**

5.2.1.1. Number of outgoing students placed year - wise during the last five years.

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
324	165	4	3	5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
180	139	4	3	4

Remark : As per the HEI statement in the response dialogue box and the data provided with the Metric. . HEI to provide year wise number of placements, as a Table verified and signed by the principal. The HEI was requested to provide a certificate, signed by the principal, that all the students listed have been through campus placement. None of these is provided.

5.2.3	**Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, *etc.***)) year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
7	4	3	7	15

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	4	3	7	15

5.2.3.2. Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

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) year-wise during the last five years.

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
6	6	4	14	4

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

5.3.3	**Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
136	214	222	239	207

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
6	6	6	6	6

6.3.2	**Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
02	2	5	15	5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	8	0

6.3.4	**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
18	2	4	3	4

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
9	2	4	3	4

6.5.3	**Quality assurance initiatives of the institution include:** 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements** 2. **Collaborative quality intitiatives with other institution(s)** 3. **Participation in NIRF** 4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)** Answer before DVV Verification : A. All of the above Answer After DVV Verification: D. 1 of the above
7.1.4	**Water conservation facilities available in the Institution:** 1. **Rain water harvesting** 2. **Borewell /Open well recharge** 3. **Construction of tanks and bunds** 4. **Waste water recycling** 5. **Maintenance of water bodies and distribution system in the campus** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above Remark : As per the HEI statement in the response box and the data attached by the HEI during clarification.
7.1.5	**Green campus initiatives include:** 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** Answer before DVV Verification : Any 4 or All of the above Answer After DVV Verification: B. 3 of the above

	Remark : As per the HEI statement in the response box and the data attached by the HEI during clarification. The HEI has some photographs on its website which support the claim.
7.1.6	**Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:** 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions / awards** 5. **Beyond the campus environmental promotion activities** Answer before DVV Verification : D.1 of the above Answer After DVV Verification: D.1 of the above
7.1.7	**The Institution has disabled-friendly, barrier free environment** 1. **Built environment with ramps/lifts for easy access to classrooms.** 2. **Disabled-friendly washrooms** 3. **Signage including tactile path, lights, display boards and signposts** 4. **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** Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: D.1 of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
2	2	2	2	2 | Answer After DVV Verification: | 2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
39	39	39	39	39	
2.2	**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
1192	1155	1223	1542	1744	

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
600	600	600	600	600

2.3	**Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
737	624	762	983	694

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
737	624	762	983	694

3.1	**Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
15	18	17	17	17

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
13	18	17	17	17

3.2	**Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
25	25	25	25	25

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
25	26	26	26	26