



# YEARLY STATUS REPORT - 2020-2021

## Part A

### Data of the Institution

#### 1. Name of the Institution

MAHILA ARTS COLLEGE

- Name of the Head of the institution **DR KANAIYALAL L PATEL**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **02772244621**
- Mobile No: **09925531707**
- Registered e-mail **macvidhyanagari@gmail.com**
- Alternate e-mail **dr.klpatel233780@gmail.com**
- Address **Vidhyanagari Campus, Motipura**
- City/Town **Himatnagar**
- State/UT **Gujarat**
- Pin Code **383001**

#### 2. Institutional status

- Affiliated / Constitution Colleges
- Type of Institution **Women**
- Location **Semi-Urban**
- Financial Status **Grants-in aid**

- Name of the Affiliating University **Hemchandracharya North Gujarat University, Patan**
- Name of the IQAC Coordinator **Dr B L Patel**
- Phone No. **02772232180**
- Alternate phone No. **09426503180**
- Mobile **07016951699**
- IQAC e-mail address **macvidhyanagari@gmail.com**
- Alternate e-mail address **blgrowmore@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))** <http://www.mahilaartshimatnagar.org/naac-aqar.html>

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

- if yes, whether it is uploaded in the Institutional website Web link: <http://www.mahilaartshimatnagar.org/about-academic-calendar.html>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.11</b>	<b>2009</b>	<b>31/12/2009</b>	<b>31/12/2014</b>

**6. Date of Establishment of IQAC** **05/07/2010**

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

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

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

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

**9. No. of IQAC meetings held during the year** **2**

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

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

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

- If yes, mention the amount

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

Corona Awareness Lectures and to follow SOP in the college and at home

Online Teaching and Learning

Prepared AQAR 2019-20 and submitted

Internal evaluation tests were conducted online

World Yoga Day Celebration

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

Plan of Action	Achievements/Outcomes
To format various committees and allocate the work	Committee members arranged programmes accordingly
To prepare system for Online Teaching through various platforms	Faculty members taught through Microsoft Teams, Google Meet, YouTube links, Videos etc.
To organize different extension activities.	Different activities were performed by NSS unit like Cleanliness Drive, mask Making, Yoga, Awareness about Corona etc.
To organize corona awareness in society.	Online awareness performed by NSS Co-Ordinator through NSS volunteers
To celebrate Republic day	Republic Day was celebrated by members of management, faculty, staff members and students
World Yoga Day celebration	Faculty and students celebrated Yoga at home on the day due to corona guideline.

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

- Name of the statutory body

Name	Date of meeting(s)
Vishvamangalam Kelavani Mandal	18/12/2021

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

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>MAHILA ARTS COLLEGE</b>
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• Designation	<b>PRINCIPAL</b>
• Does the institution function from its own campus?	<b>Yes</b>
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• City/Town	<b>Himatnagar</b>
• State/UT	<b>Gujarat</b>
• Pin Code	<b>383001</b>
<b>2.Institutional status</b>	
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• Location	<b>Semi-Urban</b>
• Financial Status	<b>Grants-in aid</b>
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• Name of the IQAC Coordinator	<b>Dr B L Patel</b>
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• Alternate phone No.	09426503180				
• Mobile	07016951699				
• IQAC e-mail address	macvidhyanagari@gmail.com				
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<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.mahilaartshimatnagar.org/about-academic-calendar.html">http://www.mahilaartshimatnagar.org/about-academic-calendar.html</a>				
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<b>6.Date of Establishment of IQAC</b>			05/07/2010		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	NIL	NIL	NIL	NIL	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>	Yes				
• Upload latest notification of formation of IQAC	<a href="#">View File</a>				
<b>9.No. of IQAC meetings held during the year</b>	2				
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes				

<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>Corona Awareness Lectures and to follow SOP in the college and at home</p>	
<p>Online Teaching and Learning</p>	
<p>Prepared AQAR 2019-20 and submitted</p>	
<p>Internal evaluation tests were conducted online</p>	
<p>World Yoga Day Celebration</p>	
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	

Plan of Action	Achievements/Outcomes
To format various committees and allocate the work	Committee members arranged programmes accordingly
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<b>13.Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Vishvamangalam Kelavani Mandal	18/12/2021
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-21	28/02/2022
<b>15.Multidisciplinary / interdisciplinary</b>	
<b>16.Academic bank of credits (ABC):</b>	



<b>17.Skill development:</b>	
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>	
<b>20.Distance education/online education:</b>	
<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>03</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>625</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>515</b>
File Description	Documents
Data Template	<a href="#">View File</a>

2.3	166
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	12
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	13
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	12
Total number of Classrooms and Seminar halls	
4.2	1078441
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	82
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
The institution scrupulously follows the curriculum and Academic Calender prescribed by the university for the	

courses offered. Though the college does not have a direct involvement in the framing the curriculum.

#### Teaching plan

- IQAC holds meeting at at the beginning of the academic year and discusses academic plan of the year. Academic Calender, Time Table, Teaching Plan are prepared for the academic year.
- Principal holds meeting with the FacultyMembers and HODs of each subject and discuss about distribution of papers semester wise. HOD allocates papers and distributes lectures paper wise.
- Academic Diary is prepared for the effective implementation of the curriculum.
  
- The institution takes feedback from the students regarding curriculam, activities and about quality of teaching faculty. Feedback committee anlyses the responses and make discussion with the Management, Principal, IQAC and Faculty members. Necessities and requirements of the students taken into consideration and all stake holders try to fulfil the requirements.
  
- Assignments and Term Papers are introduced, so that participation of students are involved.
- Use of ICT for Teaching
- Due to Covid teaching was possible through online platform like Google Meet, Microsoft Teams Etc. Faculty make use of such platforms on smartphones and teach the students online.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.mahilaartshimatnagar.org/#">http://www.mahilaartshimatnagar.org/#</a>

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

Academic calendar prepared in tune with university Academic Calendar. Principal, IQAC and the faculty members discuss and plan academic, co-academic and extra-curricular activities. It is planned month wise and distributed various activities in two terms.

Teaching Time Table is prepared subject wise and papers are distributed. Internal Tests, assignments, question answer in class room are implemented. Students level is checked and necessary steps are taken to improve their educational level. Practise material, study material are also provided.

Sports committee arranges Annual Sports day in which various sports games are arranged. Sports students are given coaching for various sports, games during the year. Trained students participate in inter-college level at HNG University.

Seven division committee perform various activities like Rangoli, Drawing, Mahendi, Clay modelling, Elocution, mime, One-act Play, Teachers Day, Essay Writing, Singing, Dance..etc. According to Academic Calendar different activities are performed during the year under the supervision of that particular activity. At end of academic year the best performer is awarded in annual function.

NSS performs regular activities like cleanliness, special camp in village, weekly activity, social service, different competitions, distribution of clothes to needy people, mask making, helping people etc..

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.mahilaartshimatnagar.org/pdf/academic-calendar-2020-21.pdf">http://www.mahilaartshimatnagar.org/pdf/academic-calendar-2020-21.pdf</a>

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

**B. Any 3 of the above**

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

## **1.2 - Academic Flexibility**

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

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

**4**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

05

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

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

229

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

164

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

Our college is located in semi urban area of Sabarkantha District. The district is declared as back -ward district of Gujarat State. Majority of the students are from SC/ST/OBC castes. Ours is womens' college so 100 students are women.

We offer three main subjects and one subsidiary subject in our college, Gujarati, Hindi and Sanskrit and Psychology is offered as subsidiary subject which inculcate human values, knowledge of literature and ethics of life. Various subjects are offered as Elective Generic subject. Elective Generic subjects include history of India and Gujarat, Indian Constitution, great epics, sports, environment and disaster management, study of great

leaders, health, food, Personality Development and soft communication etc. These subjects inculcate human values, national pride, honesty, social service, cultural heritage, sportsmanship, inspiration from great leaders.

Almost 100 percent students are girl students.

There is a Women Cell in our college in which Principal and two women faculty look after girls issues. Different kinds of activities are organised to empower the girls like self defence, woman law, medical awareness pertaining to woman issues...etc.

We organise awareness programme regarding Save Girl Child in special camp of NSS in village.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

3

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

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

22

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
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File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://www.mahilaartshimatnagar.org/pdf/feedback-2020-21.pdf">http://www.mahilaartshimatnagar.org/pdf/feedback-2020-21.pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

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

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

**1040**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

**532**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

- The college organizes orientation programme for new entrants at the beginning of academic year. The students are informed about semester system.
- In the classroom the teachers make students aware about syllabus and units of particular subject and university paper style also
- Extra lectures have been arranged for slow- learners. They are taught basic things related to the subjects. Study material and Practice material are given to the students.
- In the class room teaching, the teachers always keep in mind the slow learners and average students and start teaching from basic level of related subject.
- For advance learners, the faculty suggests them to make use of reference books from library
- Students are given personal counselling also.
- The students are given necessary assistance for project work and assignments.
- Students also take part in various activities like elocution, essay writing, drawing, singing, sports, N.S.S. activities at college level and also at university level.
- Study material provided on students what's app groups, Teachers created their own educational videos on their own channel on You Tube and links of the video provided by What's app groups of the students semester-wise.

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

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

Number of Students	Number of Teachers
625	12

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

### 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

Majority of the students come from rural back-ground. The teachers keep in mind their socio-economic level and teach accordingly. Due to Covid-19 pandemic classroom lectures were not possible. Use of ICT and Smartphone to teach students Online through various platforms like Microsoft Teams, Google Meet, Teachers' Educational Videos on Youtube.

- The teaching learning is students centric.
- Online display, Oral examples, PPT, discussion, Questionanswer, assignments, project work ...such tools are used.
- Grammar and language skills are taught.
- Lecture method is used.
- Students are given project work, assignments to complete at home.
- Practice material is provided
- Social work through NSSactivities
- Nationality and discipline through N.S.S. unit and other activities.
- All- round personality development through above activities

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

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

The institute promotes and uses ICT enabled tools to support teaching learning. Their interactions are generally in local dialects and hence even formal language, at times, becomes a

barrier instead of carrier of information. Teachers use ICT in the classroom to enable first generation rural women students

- To visualize and virtually experience the literature, (poetry, Novel, Drama, etc) taught in the class.
- To enhance communication with the help of audio-visual media
- To encourage women students to learn through modern innovations.
- To encourage girl students to operate and maneuver electrical and electronic gadgets, like computers, projectors, sound system etc., which they do not have access to otherwise
- To help students overcome their inhibition and augment learning
- It provides various alternatives and broadens the understanding of the students and teacher

All students have been provided mobile tablets to support teaching learning. It becomes all the more important because the use of laptops, printers, projectors, that may appear normal in metropolitan cities, still largely exists only in the imagination of rural women students and closest they can get to it is in advertisements. Five Classroom are equipped with projector, screen, speaker and other essential facilities required for ICT enabled teaching- learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

12

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

12

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

10

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

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

22.50

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The continuous internal assessment is robust and transparent. The weightage for internal examination is 30% marks while the remaining 70% marks are given on the basis of external examination. The evaluation system comprises of written test, assignments, Class presentations, participation in educational activities and attendance.

Written Exam: 20 Marks

Assignment, Presentation, attendance: 10 Marks

Total Marks: 30

Faculty members from the institution are allotted designated duties to set papers, super-wise examinations and evaluate the performance of the students at the institutional level. Students can seek re-evaluation or their results can be explained to them if needed. Reforms are implemented in (CIE) Continuous Internal Evaluation periodically and also as and when required. IQAC, on the basis of discussions and recommendations of the faculty members and students, deliberates on the necessary reforms. Over the years the main reforms in the internal evaluation system include Instead of internal marks based only on written examination the IQAC decided to include class participation, periodic tests, seminars, attendance, in the aggregate marking for internal evaluation. The marks obtained by the students are displayed on the notice board. The mark sheets are also cross checked by two faculty members, before submission.

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

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

- At the beginning of academic year examination Committee is formed consists of the principal and two Senior members from the faculty.
- The examination committee plans and arranges monthly tests, internal examination and also university examination.
- The pattern and system of internal examination and internal marks system is conveyed to the students.
- Examination related notices circulated in the classrooms and also displayed in the notice boards.
- The faculty members draw question papers of their related subject and it/they kept confidential.
- Photo- Copies of question papers are made in the presence of a member of examination committee, in the college premises, with a photo- copier.
- The bunch of papers packed, sealed and kept in safe with lock and key in presence of the principal.
- The college has enough Class- rooms and benches to make sitting arrangement of the students properly. Only two student per bench is arranged.
- The principal may also forward applications of grievances to the university and seeks proper action
- All examination related issues are resolved in a time bound manner
- For internal examinations the redressal can be achieved within two working days At the University level it may be completed within fifteen days

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

## 2.6 - Student Performance and Learning Outcomes

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

The college runs B.A. programme offering three main subjects Gujarati, Hindi and Sanskrit. Psychology as subsidiary subject and English as a Compulsory subject.

- Programme outcome (PO), Course Outcome (CO) and Programme Specific Outcome (PSO) are displayed on college website.
- The institution has many committees like IQAC committee, 'Saptadhara' Committee, N.S.S. units...etc for planning and implementation of curricular, co-curricular and extracurricular activities.
- Various committees evaluate their programme outcome.
- The principal and IQAC committee also monitor qualitative progress of each and every program and suggest necessary changes for qualitative improvement.
- N.S.S. unit has 200 volunteers to perform social activities like Cleanliness drive, literacy campaign, one week camp, etc and try to make aware rural people about various issues.
- The students are benefited with sense of brother-hood, cooperation, social-unity, discipline...etc.
- Sports students develops sportsmen spirit a part from taking part at inter class, inter college and inter university level. N.S.S. / Sports students attempt for services in army, home guard, SRP and Police department.
- Sports students get selection at inter-university level also in Kabaddi, Kho-Kho, run...etc. Some students achieved ranks / medals at inter-college competitions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.mahilaartshimatnagar.org/admission-po-co-and-pso.html">http://www.mahilaartshimatnagar.org/admission-po-co-and-pso.html</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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



- The President holds meeting with The Principal, IQAC committee, Faculty members and discuss the yearly planning.
- Last year's weak area is also discussed and suggestions are welcomed and implemented accordingly.
- At the end of the Academic Year above mentioned body meet once again and evaluate the yearly programmes.
- Suggestions are given by the Management and from the principal.
- The whole staff work in tune with the Vision-Mission of the college.
- The evaluation and attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution for they serve as a yard stick to ascertain the role and purpose of the academic endeavors.
- The POs, PSOs and Cos are communicated to the faculty and students.
- The coursework and allied activities are planned and executed in relation to the stated objectives.
- Internal Examination and classroom activities serve as the parameters to gauge the achievement of these objectives.
- The prescribed course is delivered and evaluated on the basis of the prescribed aims and objectives.
- The final results achieved by the students and the average result of the college in relation to the university result is used to measure the outcome

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.mahilaartshimatnagar.org/pdf/annual-report%20-2020-21.pdf">http://www.mahilaartshimatnagar.org/pdf/annual-report%20-2020-21.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

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

148

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://www.mahilaartshimatnagar.org/pdf/annual-report%20-2020-21.pdf">http://www.mahilaartshimatnagar.org/pdf/annual-report%20-2020-21.pdf</a>

## 2.7 - Student Satisfaction Survey

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

<http://www.mahilaartshimatnagar.org/pdf/sss-2020-21.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

200000

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

00

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

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

07

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

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

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

00

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

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

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

01

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

- NSS volunteers served as Corona Warriors.
- Volunteers prepared mask and distributed in villages.
- Volunteers worked with health department in vaccination programmer.
- Corona awareness quiz was conducted online through Google Form to create awareness regarding covid -19. Covid -19 awareness painting save environment painting from home made by students 'Atma-Nirbhar Bhart' planning, Tree Plantation at home and at village, Relay Run under fit India movement -etc. Online yoga day celebrated.
- Essay competition was organized.
- Constitution day was celebrated.
- Pradhan Mantri Jivan Jyoti Bima Yojana awareness is organized.
- Students prepared sanitizer at home and distributed in villages.
- Students distributed nutrient food to poor children in slum area.
- Blood donation camp was organized with the help of Red Cross Himatnagar.
- Online voter list correction programme was organised.
- Birth Anniversary of Gandhiji was celebrated in seminar hall among college students and speech was given about life and work of Gandhiji.
- National voter day was celebrated of Sabarkantha District at our collage.
- Students celebrated world water day in our college
- Volunteers served in 'Pules Polio' vaccination mission to make society Polio free.
- 72nd Republic Day was celebrated in college campus in which

**Leaders, Officials, Society and students remained present.**

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/students-activities.html">http://www.mahilaartshimatnagar.org/students-activities.html</a>
Upload any additional information	<a href="#">View File</a>

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

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

**2**

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

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

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

**05**

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

245

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

2

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

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

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

5

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

- The institution has adequate facility for teaching-learning process.
- The management has built a new building in a campus of about 5 acres for college in the year 2005.
- The institution has total 12 classrooms. Five class-rooms are equipped with ICT facilities.
- The college has rich library with many text books, reference books and academic journals/magazines.
- The library has soul software 2.0 purchased from INFLIBNET.
- The college has a seminar hall with seating capacity of many students, an LCD projector and other necessary facility are there.
- The Institution has big Mphi theatre for differenr cultural and academic programme
- The college has a separate NSS room, Sports room, NAAC room with Computer sets and necessary furniture like tables, chairs and iron vaults.
- The college has a Principal room and an Administrative room also.
- Administrative room is well- equipped with 3 computers, 2 printers, internet connection, and a photo - copy machine.
- The institution has big sports ground for various games.
- Indoor games facility for Chess, Carom and Yoga is there.
- The institution has a small garden with flowers and plants.
- Fire safety plant is installed in college building.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/admission-facilities.html">http://www.mahilaartshimatnagar.org/admission-facilities.html</a>

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

- The institution has adequate facilities for sports and cultural activities.
- The college has a big Mphi theatre for cultural and academic activity. It was built in 2005. It has a stage, a mike, a podium, a sound system with speakers, a Casio, 2 microphone, drum, a pair of Tabla to practice and perform cultural activities.
- Dance, singing, annual day celebration and other festival are celebrated in this theatre.
- The sitting arrangement is in ascending order.
- General lectures and Expert lectures, Thalassemia test, seminars are conducted at this place.
- Yoga day is also celebrated in this theatre.
- The college has a big open ground for sports activities.
- It has various outdoor grounds like kho-kho ground with 27\*16 square meter, Kabaddi ground with 13\*10 square meter, Volley-ball ground with 18\*4 square meter, Hand-ball ground with 40\*20 square meter.
- Indoor games have chess / carom facility

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/admission-facilities.html">http://www.mahilaartshimatnagar.org/admission-facilities.html</a>

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

05

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

323326

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

SOUL software 1.0 purchased in Library in 15/12/2008. In which data entries of all books and reference books entered. Full details of various topics are entered in SOUL software. Then the Soul software 2.0. was updated in 2016. After installing soul 2:0 software in 2016 and converting the data, the process of further data entry is now underway. SOUL 2.0 has different types of models such as acquisition, circulation, serial Control, OPAC and administration. Each has a different types operation.

1. Describe I.L.M:S with the name of the software: - SOUL 2.0 software updated in the year 2016 in which circulation is processed after data entry of books and magazine.

1. SOUL software INFLIBNET
2. Computers for library access
3. A wide repository of books, journals, CDs, online educational videos, films, newspapers, e-resources, previous years question papers etc.
4. Internet band width/ speed 10 mbps
5. Special sections of books earmarked for NET/SET Coaching, State Public Service Examination.
6. Availability of issue slip, barcode printer and barcode reader, systems for internet browsing and book search.
7. Partially
8. 2:0 Version
9. Updated 2016
5. Automation has been partially done.
6. Semi-Automation started from the year 2016

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://www.mahilaartshimatnagar.org/admission-facilities.html">http://www.mahilaartshimatnagar.org/admission-facilities.html</a>

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

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**126384**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

**15**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

**IT facilities, including Wi-Fi are frequently updated in the institution. ICT is used to support teaching**

**learning activities in the college. The administrative office and library of the college also employ ICT in**

their functioning. The College has 82 computers, Printers, Scanner, Pen drives, Projectors, Screens, Speakers, etc. for academic and administrative support of the students. Moreover, students have been given tablets, under government scheme, to enhance the teaching learning experience. The college has constantly upgraded its IT facility

The college has adequate computers, printers, L.C.D Projectors, a Computer Laboratory with a set of 25 computers and CPU.

The institution upgrades its computer system as per requirement with necessary software, anti-virus.... etc. computer laboratory, office and Principal office have internet connections and with Wi-Fi Facilities

The College has signed annual maintenance contract with IT professional.

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

#### 4.3.2 - Number of Computers

82

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

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

D. 10 - 5MBPS

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

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

1078441

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

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

The Governing Body takes direct initiative in the maintenance and upkeep of infrastructure and support facilities in consultation with the Principal and the IQAC. The Principal and the hired agency monitor the quality of maintenance of infrastructure and equipments. Senior students in the classes take care of preserving facilities in the college intact.

Though college does not have a duly appointed System Administrator to oversee the maintenance of the Computer Systems, there are two people from Non-teaching staff and one from teaching staff who oversee the maintenance of computers in the college. All Sports amenities are under the in charge of the Director of Physical Education.

Students can avail Language Lab facilities on rotation basis. Seminar Hall is used to organize small functions like various competitions at college level, meetings of Alumni or Parents' Association etc.

Maintenance and utilization of library resources are done through strictly following the library rules. A register is maintained to keep the record of all the visitors. Back issues of periodicals are issued to the readers. A book, if damaged or lost by a member, he/she shall pay the cost of the book as compensation.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/admission-facilities-utilization.html">http://www.mahilaartshimatnagar.org/admission-facilities-utilization.html</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

463

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

13

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
File Description	Documents
Link to institutional website	<a href="http://www.mahilaartshimatnagar.org/">http://www.mahilaartshimatnagar.org/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>111</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>111</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **5.2 - Student Progression**

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

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

**19**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

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

**22**



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

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

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

14

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

2

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

The College has an active student council. It is an essential part of all committees and hence a part of the decision making and implementation process. The process of election / selection of class representatives is initiated each year in the month of July. Each class elects/selects two representatives. These class representatives elect/select one General Secretary. All members of this council have a term period of one year. These elected representatives are further nominated to different committees. Class representatives assist in the class activities like seminar presentations, class tests, etc. They also serve as an essential link between the class and the teachers. Student council organizes various cultural events, Navratri Celebrations, tours and excursions etc. The G S of the college is nominated as a member in the IQAC. Some of the committees that have students and their representatives from student council have been provided as additional information.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/pdf/student-council-2020-21.pdf">http://www.mahilaartshimatnagar.org/pdf/student-council-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

173

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

The institute has an active registered alumni association. Alumni registration is done free of cost.

Meetings of alumni association are held at regular intervals, at least once a year. The alumni association is a mix of working women and homemakers and all are eager to contribute their share of experience through interaction with current students in the form of lectures, activities, sharing work knowledge and the like. Alumni are employed in different departments like education, police, administration, revenue, law etc. Few alumni are also self-employed. Alumni provide guidance to current students as and when needed Alumni are invited to the college functions and events. Alumni, still living in neighboring villages, assist during N.S.S camps, extension programmes, outreach programmes, plantations etc. One alumni member is inducted into the IQAC committee.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/pdf/alumni-association-registration.pdf">http://www.mahilaartshimatnagar.org/pdf/alumni-association-registration.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

E. <1Lakhs

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

## 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

#### Vision

Set up programmes to develop social awareness, overall development of students through educational & co-curricular activities, Continuous monitoring to improve quality of education

#### Mission

Provide higher education to girl students in the region, enhance & improve the quality & standard of living, and empower them to contribute to the Nation and the Society

The vision and mission of the institution is to provide higher-education to the students of rural, interior and backward areas. To create educated women with better citizens to serve society and nation. Continuous efforts are made to enhance the quality of education in terms of curricular, cocurricular and extra - curricular activities. The institute has created tradition of an academic excellence. Students attend various seminars, work-shops for self-development.

#### Governance:

The Trust provides necessary financial assistance to the institution to maintain and develop required things. The Management having meeting with staff and faculty, get information, make analysis and provide necessary suggestion and guidance to enhance academic quality. Principal is the head of the institution in terms of academic and administrative work. The principal and IQAC Co-Ordinator plan every year and evaluate previous year's result and programmes.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/index.html#">http://www.mahilaartshimatnagar.org/index.html#</a>
Upload any additional information	<a href="#">View File</a>

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

The institution 'Mahila Arts College' has been managed by 'Vishvamangalam Kelavani Mandal, Himatnagar'. The Trust has President, Secretary, Governing body and members of the trust. The President and the Secretary held meeting with the Principal, IQAC body, faculty and staff at the beginning of the academic year. Discussion is made, suggestions are welcomed. They provide guidance. They also ask about requirements. They put emphasis on quality improvement in all aspects of education. Principal is an administrative head. Teaching- Non teaching staff works under vision of principal. Various committees are formed to allocate work. Faculty is Placed as In- Charge, students' representatives are part of many committees. The committees are given full authority to plan and implement any activity. The year 202-21 was a year of covid-19 Pandemic. The college opened and closed frequently due to Lock-down, students cannot come to college, work from home, work from campus but students are not allowed in the classrooms. IQAC committees held a meeting with faculty. The agenda is to continue education of the students during Covid-19 pandemic.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/index.html#">http://www.mahilaartshimatnagar.org/index.html#</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At college level Principal forms various committees like IQAC committee, Discipline Committee, N.S.S. Committee, Examinations Committee, Career Counseling Cell, Sports Committee, Library Committee, Saptadhara Committee...etc. One faculty member is appointed as in-charge of the committee, and one or two faculty members appointed as members of the body. Students' representative also taken in the various committees. The committee is given independence to arrange programmes, activities with the consent of the principal. - Besides curricular programme, co-curricular and extra-curricular activities organized round the year. N.S.S. units are working. The institution runs B.A. programme which has six semesters. - Time- Table is prepared, distributed to every faculty and department, it is also displayed on the notice board. - Work load is distributed among faculty members. - Academic diary is prepared for the effective implementation of the curriculum. Orientation programme is organized for the freshers to make them aware about curricular, co-curricular, extra-curricular activities, examination pattern of semester system.... etc - Various departments invite experts and arrange lectures of related subjects. - ICT: the faculty make use ICT also, Online lectures were introduced through various platforms like Microsoft Teams, Google Meet, YouTube channels'.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/pdf/student-council-2020-21.pdf">http://www.mahilaartshimatnagar.org/pdf/student-council-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The governing body of the institute is headed by the managing trustee Dr D. L. Patel. The governing body is the torchbearer and patron of the institution. The Vision and Mission of the institution point towards the concerns of the management and their endeavors for the upliftment of women students.

**Principal**

The Principal Dr K L Patel is the administrative head of the institute. He is a vital link between the management and the institute. All policy decisions are taken by the principal in coordination with the management.

#### IQAC

The Internal Quality Assurance Cell of the institute collectively plans and executes the policies and decisions in accordance with the rules of the UGC, University and the State Government.

Teaching Staff comprising twelve faculty members also function as coordinators and members of different committees along with their teaching responsibilities. Heads of each department coordinate with their colleagues in the distribution and sharing of academic responsibilities. Nonteaching staff comprising three administrative staff members support the teaching learning process. Support staff comprising two peon, one watchman and one sweeper. The post of the librarian has not been sanctioned by the government, as per its policy. The management has appointed a librarian.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/about-management.html">http://www.mahilaartshimatnagar.org/about-management.html</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The Children of staff members are exempted from paying fees in the school managed by trust.

The credit society of the college provides loan to teaching and non-teaching staff.

The profit of the credit society is distributed equitably among the staff members every year.

The College provides a lot of welfare schemes to its staff and has availed as and when they are needed.

12 days of casual leave is available to the teaching staff

15 days Casual leave is available for non-teaching staff.

The non - teaching staff can avail 30 days of Earned Leave every year.

20 half pay leave of ten days leave can be commuted every year by every employee

Lady teachers can avail six months Maternity Leave as per Government rules

Male teachers can avail Paternity Leave as per Government rules.

Gratuities, Pension, and all other such Government welfare schemes



and measures are given to the

staff.

The management appreciates the staff and teachers for noteworthy achievement.

Leave is granted to teachers to participate and present papers in seminars.

Grievance Redressal Cell takes care of the complaints of the students as well as staff.

Prevention of Sexual Harassment cell for women at the workplace is active.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/naac-documents.html">http://www.mahilaartshimatnagar.org/naac-documents.html</a>
Upload any additional information	<a href="#">View File</a>

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

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

07

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

#### **6.3.3.1 - Total number of professional development /administrative training Programmes**

**organized by the institution for teaching and non teaching staff during the year**

04

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

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

3

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

**6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff****As per UGC regulation 2010, It is mandatory for all faculty to**

prepare performance based appraisal in the prescribed format for career advancement. Promotions are based on the prevalent rules of UGC career advancement scheme by the appraisal parameters. Institution has formed self-appraisal form for the Teaching staff. It includes participation in academic, co-curricular, extra-curricular, various bodies, administration, research and publication. The self-appraisal form includes lectures, examination duties, participation in seminars, training workshops, publication of research articles, research work, extracurricular activities, preparing results ... etc.

- Students feedback on teachers are arranged and collected.
- Management meeting with Principal and staff-members for evaluation of yearly activity.
- Timely activities and programmes of various committees.
- For non-teaching staff CCC computer examination is compulsory.
- For Teaching staff "CCC+" computer examination, and 'Hindi' subject of 10th or 12th standard or equivalent or above passing is compulsory as per rule of Gujarat government.
- Four employees passed above examination and some employees has filled forms to appear in the examinations.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/admission-facilities.html#">http://www.mahilaartshimatnagar.org/admission-facilities.html#</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

- The college has both internal audit mechanism as well as external audit mechanism regularly.
- The office accountant keeps daily account update and after every fifteen days Principal checks the account sheet regularly.
- Financial income like various grants from Gujarat Government and UGC are updated by office accountant.
- Quotations are received and then purchase are done in terms

of UGC grants.

- At the end of the financial year the audit sheet contains all credit of the financial sources and all debit of purchase and spent money.
- The internal audit is done at the end of every financial year by authorized Chartered Accountant P P Patel & Bros, Himatnagar.
- Last internal audit was done on dated No objection is found in internal audit by Chartered Accountant.
- External Audit is done by Senior Auditors from Higher Education Commissionaire Office, Gujarat Government, Gandhinagar.
- Last External audit for the years 2016-17, 2017-18 was done on by Senior Auditors from Higher Education Commissionaire Office, Gujarat Government, Gandhinagar.
- No Objection was found in the report by external auditors.
- Audit of UGC grants were done by chartered Accountant and at the end of UGC Plan, utilization certificates were sent to UGC, Pune.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/pdf/audit-report-2020-21.pdf">http://www.mahilaartshimatnagar.org/pdf/audit-report-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

00

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

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

#### Mobilization of Fund:

#### Financial Resources:

- Grants from the Government and UGC.
- Fees from admission of the students
- Donations from Community / Society
- Financial Assistance from the Management / Trust

#### Utilization Policy:

- All Financial transactions are managed in a transparent and effective manner.
- There are two Bank Accounts. College Bank Account and The Trust Bank Account.
- Grants from the government and UGC are deposited in college Bank Account.
- Donations from Society, alumni and other resources are deposited in account
- Principal, President, Secretary are authorized persons to operate the Bank Accounts.
- Internal Audit is done by Professional Chartered Accountant P P Patel & Bros, Himatnagar.
- External audit is done by senior officials of Higher Education Commissionaire office, Gandhinagar.
- The President, the Principal and the Accountant allocate necessary budget to various departments, committees according to requirements.
- The Principal, the President of the College Trust and College Accountant are responsible for monitoring and controlling the financial procedures.
- Maintenance Committee decides about budget allocation and repairing and maintenance of the infrastructure and furniture.

- For UGC grants utilization Purchase Committee is formed of The Principal, The President, The Office Accountant and a Senior Professor.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/pdf/audit-report-2020-21.pdf">http://www.mahilaartshimatnagar.org/pdf/audit-report-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 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

- Online Teaching
- Corona Awareness Quiz
- World Yoga Day Celebration
- Mask making and Distribution
- Aatma Nirbhar Bharat Project.
- Blood Donation Camp
- International Woman's Day
- Covid 19 Vaccination
- PM Jivan Jyot Vima Yojana
- Self Defense Training
- World Water Day
- Polio Vaccination
- Cleanliness Drive
- Republic day Celebration
- Voter Awareness Programme
- Cleanliness Drive related Drama
- Mahila Cooperative Training
- 

### Cleanliness Drive

Cleanliness in the classroom and the campus is very inevitable. Everyday clearing by the support -staff make the class -rooms and campus clean. To make students aware about importance of cleanliness, NSS units volunteers participated in one day cleanliness drive in the campus and class- rooms. 18 NSS volunteers joined the cleanliness drive under the leadership of NSS program officer and made the class-rooms and campus clean. The

students enthusiastically performed this service. 'Swachata Abhiyan' was done nicely by the NSS volunteers. It creates awareness in other students to keep the campus and class-rooms clean and not to throw garbage anywhere. They should make use of dustbins to keep the campus green and clean.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/pdf/annual-report%20-2020-21.pdf">http://www.mahilaartshimatnagar.org/pdf/annual-report%20-2020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The institution reviews its academic, co-curricular and extracurricular activities. The institution has a mechanism to evaluate all aspects. The Managing body, The Principal and IQAC committee held meeting to discuss, review and for quality improvement at regular intervals. The IQAC plans and execute academic and co-academic activities in tune with academic calendar.

- Teaching- learning:

The president and the secretary held meeting with the Principal, IQAC body, faculty and staff at the beginning of the academic year. They provide guidance. They also ask about requirements. They put emphasis on quality improvement in all aspects of education. Teaching- Non teaching staff works under vision of principal. Various committees are formed and principal allocate work. Faculty is Placed as In- Charge, students' representative is part of many committees. The committees are given full authority to plan and implement any activity. The year 2020-21 was a year of covid-19 Pandemic. IQAC committees held a meeting with faculty. The principal gave guidance and authority to IQAC committee to plan and implement the online education set-up for students. The IQAC allocated work to the faculty to implement online education.

File Description	Documents
Paste link for additional information	<a href="http://www.mahilaartshimatnagar.org/naac-minutes.html">http://www.mahilaartshimatnagar.org/naac-minutes.html</a>
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.mahilaartshimatnagar.org/naac-documents.html">http://www.mahilaartshimatnagar.org/naac-documents.html</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

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

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

#### **1.Safety and Security**

College campus is covered with boundary wall. A watch-man is placed. He checks identity -cards. College students get entry in college with college identity-card. Outsiders are not allowed in the campus. During Covid - 19 pandemic, SOP guideline is implemented. Students are allowed with mask. Use of sanitizer is compulsory in the campus. University examination is taken with Police Protection. Alumni and Parents Association meetings are



held and suggestion are taken into consideration. Separate toilet facility is provided to girls. College building and campus is well equipped with CCTV surveillance, which covers classrooms, office, library, computer laboratory, outdoor parking space and campus which is monitored and recorded.

## 2. Counselling:

Women cell is formed for Girl students of college, in which two women teachers of college are included. This cell provides counselling to girls about girls' physical problems, harassment and other issues. Different kinds of programme are organised to promote girls education and health.

## 3. Common Room:

There is a separate Girls room is provided for girl students. Girl Students can use this room according to their need and requirements. It is equipped with necessary furniture and toilet facility.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.mahilaartshimatnagar.org/pdf/7_1_1_ag_s_plan.pdf">http://www.mahilaartshimatnagar.org/pdf/7_1_1_ag_s_plan.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://www.mahilaartshimatnagar.org/admission-facilities.html">http://www.mahilaartshimatnagar.org/admission-facilities.html</a>

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

**C. Any 2 of the above**

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

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

Government of India and Prime Minister of India launched cleanliness movement. It is necessary to keep the campus clean.

College had put two types of dustbins in the campus.

1) Solid Waste Management:Liquid Waste Management

The students make use of these dustbins to throw waste material accordingly. Solid waste is thrown in Solid waste dustbin. Liquid waste is thrown in Liquid waste dustbin. A sweeper is appointed to keep the campus clean.Himatnagar Nagarpalica collects waste from dustbins regularly. They processand re-cycles the waste.

3) Bio-medical waste:

Our institution is having only Arts faculty. So, there is no collection of bio-medical waste.

4) E-Waste management:

UGC, Higher Education department of Gujarat Government, HNG

university, Patan; all these bodies generate circulars online and through emails. The institute make less use of papers. Computers and software keep updated. Useless files are deleted from the computers.

College has many computers, printers, photo-copy machine and

other ICT Gadgets. So, maintenance and repairing of parts takes place time to time a per requirement. Old waste gadgets or parts had been kept separately in a store room.

5) Waste-recycling System; There is no separate system or plant in the institution for waste recycling system.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="http://www.mahilaartshimatnagar.org/about-photo-gallery.html">http://www.mahilaartshimatnagar.org/about-photo-gallery.html</a>
Any other relevant information	<a href="#">View File</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

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

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

**C. Any 2 of the above**

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

**7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,**

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution organizes programmes for the students to enhance the inclusive environment to inculcate tolerance and harmony, unity and brotherhood towards cultural, regional, communal and socio-economic.

### 1. Cultural Programmes:

Every year various cultural programmes arranged. Patriotic song, Folk song, Mime, Folk-Dance, Ras-Garba, Mono Dance, Essay writing, Elocution etc. programmes arranged. The students take part in various activities with equal opportunities. Brotherhood and unity inculcated during programmes. Religious harmony also developed. Diversity regarding Social, Religious, Economical aspects have been removed among students and all feel equality.

### 2. Religions Programmes:

The institute efforts to inculcate equal respect for various religion like Hindu, Muslim, Christianity etc. The institute organizes 'Garba'(Dance) during 'Navratri' festival for one day. All Students Celebrate 'Natal' Enthusiastically. Ambaji Temple is a very holy place and in the month of 'Bhadarava', 'Bhadarvi Poonam' Pilgrims go to Ambaji by walking (Padyatra) from their own village. Refreshment Camp (visamo) provides Tea, Coffee, Lemon-water, Breakfast, and Food to devotees.

### 3. Social Harmony:

The institute makes effort to inculcate brotherhood among students. They are not influenced by cast, creed and religion. The students take-part in N.S.S, social services like cleanliness drive, mask making, tree plantation, social services, and volunteers helping medical staff during Covid-19 Pandemic.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The College starts with morning prayer and the National Song is sung every day. Independence Day and Republic day are celebrated every year. Flag hoisting and respect to national symbols is preached and practiced. College celebrate Sardar Jayanti, Gandhi Jayanti, Vivekanand Jayanti to inculcate the national value. Students volunteer for National Service Scheme organize camp in nearby villages for seven days to educate the general public about various aspects of National Service. Students of the institute have joined the Police force and are working to uphold the internal security and maintain law and order. Various programmes are held to promote harmony and common brotherhood. Students, belonging to diverse social strata and religious belief unite and work for the general common good. Being a woman's college the institution consciously promotes equal opportunity, gender parity and dignity of women Students value. Students promote conservation of forests, lakes, mountains, rivers and wildlife through rallies, cultural programmes, extension activities etc. Various programmes for eradication of superstitions are held in the institution and nearby villages to promote scientific temper, spirit of inquiry and reform. Students also participate in Swatchh Bharat Abhiyan, Voter Day activities, electoral awareness initiatives etc.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website**

**B. Any 3 of the above**

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

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution organizes national / international commemorative days, events and festivals. International yoga day is celebrated each year on 21st June. Yoga practice and training is provided to students and staff members. Independence Day is celebrated each year on 15th August. Teachers' day is celebrated on 5th September, every year. Students play the role of teachers on this day. Similarly, on 2nd October the birth anniversary of Mahatma Gandhi is celebrated. In recent years the day is also celebrated as Swatchh Bharat Abhiyan Divas. Students and teachers take the oath of cleanliness. Sardar Jayanti is observed on 31st October to commemorate the birth anniversary of Sardar Vallabhbhai Patel. On 25th December the birth anniversary of Sri Atal Bihari Vajpai is celebrated as Sushasan Divas. On January 12, each year, the birth anniversary of Sri Vivekananda is celebrated as Youth Day. The contribution and philosophy of Sri Vivekananda is discussed. Netaji Subhash Chandra Bose Jayanti is celebrated on 23rd January. 25th January is celebrated as National Voters Day. The students are involved in spreading awareness about voting rights. 26th January is celebrated as Republic Day. Flag hoisting and cultural programmes commemorating the day are organized. On 8th March the institution observes women's day. Apart from these Umashankar Joshi and Avinash Vyas, both stalwarts of Gujarati literature were born on 21st July. Guru Purnima is celebrated.

Similarly Geeta Jayanti is celebrated every year. Students become aware about the contribution of various leaders

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

1.

**Title:** - Yoga and Meditation Training Camp.

**Objective:** - To boost health and immunity of people.

**The Context:** -

Covid-19 Pandemic has very deadly infection ratio among all over the world.

**Planning:** - Our College organized 'Yoga and Meditation Training Camp. College Students participated in the training camp. Various light exercise, various 'Asanas', 'Pranayama', 'Suryanamaskra', chanting of 'Om' were the part of this training. Dr Y H Patel served as a Coach.

1. Aasana with Standing, Sitting , Chest, Back Position

At the end of the Training Camp all the participant were ready to teach Yoga in their villages.

**Best Practice:** 02

**Title:** Students Served as Corona Warriors



**Objective:** To serve society during Covid-19 Pandemic through students and volunteers.

**The Context:**

Almost whole world was under Corona Pandem

**The Practice:**

**Vaccination:**

The NSS volunteers served with local Health Department.

**4) Evidence of Success:**

The institution inculcates values in students. Students accepted to serve during Pandemic with Health Department.

**6) Remark:**

Today Covid-19 is under control and people live normal life with safely measures. Vaccination of many people resulted in controlling Covid-19. The institution takes pride that some students rendered service of society and nation through working with various departments.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

The priority and thrust of the institute is in tune with its vision and mission. The stated vision of the institute is- 'Education of Women for Social Transformation' The institution believes that education can enable women to participate more meaningfully in the social, economic, and the changing scenario of

contemporary, transforming Indian society. The institute seeks to empower women through education. It can empower through knowledge and inculcate a sense of self-confidence. The college was established with this specific urge to provide better opportunities to girls in the region who could not continue education after school. The college that started with few girl students in 1994 has today become a centre of learning, especially for rural women in the vicinity. By imparting value based quality education to women in Himatnagar and surrounding villages. The college has successfully helped to enhance social participation of educated women. It has brought about intellectual as well as economic independence in women through education. The college has thus been able to promote social integrity and core universal values along with an objective perception so that the students may become worthy citizens and contribute towards social transformation and thereby the development of the nation.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

- To form an Academic calendar
- Formation of different committees and work allocation.
- To prepare and submit SSR to NAAC
- To organize various extension activities through NSS units
- To organize women empowerment programmes
- To Make use of online platform for Teaching-learning, study material, syllabus, Guidance.
- To evaluate continuously academic performance of students.
- To organize various extension activities online/offline.
- Corona awareness orientation
- To attend online short-term course, webinars.
- To organize online quiz
- To orient students regarding SOP by the government