



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

Mahila Arts College

- Name of the Head of the institution **Dr K L Patel**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **2772244621**
- Mobile No: **9925531707**
- Registered e-mail **dr.klpatel233780@gmail.com**
- Alternate e-mail **klpatel1908@gmail.com**
- Address **Bypass Road, Vidhyanagari,
Motipura**
- City/Town **Himatnagar**
- State/UT **Gujarat**
- Pin Code **383001**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- 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. **2772359303**
- Alternate phone No. **2772244621**
- Mobile **9426503180**
- 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:

<https://www.mahilaartshimatnagar.org/pdf/academic-calendar-2022-23.pdf>

5.Accreditation Details

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

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
NA	NA	NA	NA	NA

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)

Beauty workshop for skill development for seven days.

Students were made aware about mother tongue

Students were inspired for extension activities like Padyatri seva, Ba No Otalo and Bird Feeding etc.

Water conservation awareness through District Nehru yuva Kendra.

Kargil Vijay Divas celebrated with Guru Govindsinh University. Quiz competition was organized.

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
Prepared Academic Calendar	Academic Calendar is prepared in beginning of the year
Analysis of results Analysis of previous years result	Analysis of previous years result and given suggestions to the faculty for betterment of result.
Formation of different committees and work allocation	Co-Ordinator's of different committees arranged programmes accordingly
Decided to organize skill development programe.	Beauty workshop was organized for skill development for seven days.
Increase Extension activities.	Students were inspired for extension activities like Padyatri seva, Ba No Otalo and Bird Feeding etc.
Decided to organize birth anniversary of different writers and leaders.	Birth anniversary of different writers and leaders were celebrated
To make aware students about different Government Examination.	GK Tesat was arranged and delivered lecture on competitive exam.
To celebrate Gnan Satra.	Gnan Satra was celebrated and renowned speakers were invited.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Vishvamangalam Kelavani Mandal	16/12/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	Principal
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• Name of the IQAC Coordinator	Dr B L Patel

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• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mahilaartshimatnagar.org/pdf/academic-calendar-2022-23.pdf						
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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			
NA	NA	NA	NA	NA			
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			Yes				

website?		
<ul style="list-style-type: none"> 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	
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11. Significant contributions made by IQAC during the current year (maximum five bullets)		
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Students were made aware about mother tongue		
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13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Vishvamangalam Kelavani Mandal	16/12/2023
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	Nil

15.Multidisciplinary / interdisciplinary
The institute is affiliated to Hemchandracharya North Gujarat University, Patan. It implements the curriculum which is framed by HNGU, Patan. Hemchandracharya North Gujarat University has planned to implement the NEP-2020 from 2023-24, the institute will surely implement and introduce the multidisciplinary courses as per the suggestions and guideline of Hemchandracharya North Gujarat University, Patan
16.Academic bank of credits (ABC):
As per the NEP-2020, Academic Bank of Credit (ABC) will allow the students of Undergraduate degree courses to exit and enter the course within the stipulated period. The institute is affiliated to Hemchandracharya North Gujarat University. So the University will maintain data warehouse and will deposit the credit of the students. If University will permit the institute for multidisciplinary subjects then the institute is ready to store credits of the students. We have sufficient infrastructure for the Academic Bank of Credit. The institute has also planned to upgrade its IT based infrastructure as per NEP-2020.
17.Skill development:
Our Institute has established Innovation Club under the guidance of KCG - state government. Innovation Club trains the student for computer operating, repairing of electrical and electronics equipment, carpenter, plumbing work and photography also. More skill development programs would be introduced after the final design of NEP - 2020 will be prepared by our university. Computer training, Competitive exam training are given to the students
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
The institute offers BA Programme. In BA programs we offer Hindi, Sanskrit and Gujarati subjects as Indian languages. English is a compulsory subject for all the students. HemchandracharyaGujarat University also offers various language subjects. We have planned to offer various Indian language subjects as per NEP-2020 online mode. We have also planned to train the faculty according to NEP-2020. We will arrange various training programs of faculty development for the benefit of the students. We have planned to celebrate various religious, cultural and traditional activities like Geeta Jayanti, Navratri festival, Vivekanad

Jayanti,matrubhasha mahotsav etc. for the awareness of Indian culture and ethos among the students.

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

The outcome-based education is a target-oriented education, imparting and achieving desired results at the end. Hemchandracharya North Gujarat University always tries to frame outcome-based curriculum and the same implemented by the institute. The institute is situated in rural area. The students are coming from small villages where education level is very poor. The institute will frame the short-term course curriculum which will focus on outcome-based education. We target our student need and industries requirement at present and their future requirement. We have planned to incorporate suggestions of industry in the curriculum

20.Distance education/online education:

During the Covid-19, As per SOP of the state government we have adopted teaching in blended mode of teaching The Hemchandra Gujarat government also provides Microsoft Teams software for online education platform. We have sufficient infrastructure for the blended mode education system. We have also planned to storage lecture of different faculty and will enable to the student and they can access at their convenient time. This is the era of digital education. We will also arrange online expert lecture and it will made available for the students.

Extended Profile

1.Programme

1.1 3

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

File Description	Documents
Data Template	View File

2.Student

2.1 572

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **490**

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

File Description	Documents
Data Template	View File

2.3 **162**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **12**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **12**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	3
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	572
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	490
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

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

File Description	Documents
Data Template	View File

3.Academic

3.1	12
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	12
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	12
Total number of Classrooms and Seminar halls	
4.2	1901697
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	82
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Being affiliated to the Hemchandracharya North Gujarat University, Patan the institute follows curriculum prescribed by the university and for effective implementation of the curriculum. There is a board of studies (BOS) at university level, which prepares the syllabus The institute prepares roadmap every year. Orientation programme: Orientation programme is organized for the freshers to make them aware about curricular, co- curricular, extra-curricular activities, examination pattern of semester system.

The details of curriculum implementation are as under: Academic Calendar: Academic Calendar is prepared in tune with the University Academic Calendar Every year in the month of June, the Principal calls the staff meeting. Keeping in mind the University academic schedule, academic calendar of the institution is prepared. Each department prepares the teaching plan and allocated the lectures to the teachers and also prepare

departmental teaching plan. The college has 5 ICT enabled class rooms and a computer laboratory. The plan enables the faculty to complete the prescribed syllabus in time. Based on departmental time table, the coordinator prepares faculty wise comprehensive timetable. HOD reviews the progression of syllabus at the end of every month.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.ngu.ac.in/Syllabus.aspx

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

Our college is affiliated to the Hemchandracharya North Gujarat University, Patan. The institute follows Hemchandracharya North Gujarat University evaluation system. Examination pattern and scheduled formulated by the university and for effective implementation of the evaluation system the institute prepares roadmap every year. The details of continuous evaluation implementation are as under:

Evaluation-Examination Calendar. Examination committee conducts internal tests. Mark- sheet was prepared. Weak students were given extra teaching and study material to improve their level. Principal, IQAC and Examination Committee evaluates the result and try to take necessary steps to improve quality and level of students Every year in the month of June, the Principal calls the staff meeting. Keeping in mind the University academic and examination schedule are prepared by the institution. Evaluation blue print Internal evaluation (internal exam and assignment) is made on the basis of Gujarat University guidelines. Internal practical examination and theory examination is conducted as per the institution / academic calendar keeping in mind university examination schedule. The result of internal examination is declared on the notice board of the institution and the same is sent to the university in time. As per the Hemchandracharya North Gujarat University Guidelines Internal exam for 50 marks and out of 50 marks 30% marks ($50 \times 30\% = 15$ Marks) consider for final internal evaluation. 15 Marks for present and assignment. Total 30 marks consider in final result. 70 marks for university exam and total 100 marks considered.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.mahilaartshimatnagar.org/pdf/academic-calendar-2022-23.pdf

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

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	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

4

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

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

6

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

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

284

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

192

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

The institution is situated in rural and remote area, district Sabarkantha. The district is also declared as back-ward district. Majority of the students are from SC/ST/OBC Castes. The college has 100% of women students.

Our institute is affiliated to Hemchandracharya North Gujarat University. We implement the curriculum framed by the University. Hemchandracharya North University integrates the

crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and sustainability into the curriculum. These all-crosscutting issues covered in the syllabus and taught to all students of the institute. In Arts Language, Literature, Culture, soft skill national pride, honesty, social service, cultural heritage and foundation courses offered by the college which address to issues related to professional ethics. In Sanskrit subject ethics and human values are also covered in curriculum. Human values are also covered in various subject of Arts faculty. Gender issues are covered in various topics of English and psychology subject. Students are made aware of various environmental and sustainability issues in Environment subject and also aware through various environment program organized by the NSS.

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

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

3

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

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

284

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

B. Any 3 of the above

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)	View File
Any additional information(Upload)	View File

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	View File
URL for feedback report	https://www.mahilaartshimatnagar.org/pdf/naac-feedback-2022-23.pdf

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	View File
Institutional data in prescribed format	View File

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

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

490

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Our institute is situated in semi urban areas. More than 90% students are coming from rural area. They are very slow learners. All teachers conduct special lectures for slow learners. The faculty members also take special care for advanced learners. Faculty members arrange special doubt solving lectures for the advanced learners. Faculty members also guide them for extra reading and advanced books from the library. Therefore, our results are good. The teachers evaluate the first-year students on the basis of 12th results and marks of related subjects. 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. They are given practice material also. Students are given personal counselling also. In the class-room active participation of the students is ensured with interaction, discussion, assignment, seminar presentation. etc.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
572	12

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The teaching learning is students centric. We have made what's app group for online information regarding admission procedures, time table, examination scheduled, and important academic information. Faculty members also share important study material in what's app group. We also provide important information on college website also. During the lecture students can ask the question and faculty member solve the problems. After the class, all faculty members are available for students' problems solving. During the lecture students also participate in group discussion. Faculty member arrange difficulty lectures for the benefit of the students. The faculty members also provide the important links of online study material, Video lectures and other online platform. These are all student centric methods for enhancing learning experience. All- round personality development through above activities

File Description	Documents
Upload any additional information	View File
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

Teaching learning is a two-way process. It requires innovation and creativity from teachers side and active participation from the students' side. The teachers make use of multi-media teaching aids like OHP, LCD, Computer etc. for effective teaching. Audio-visual aid has different effect on students. The institute has smart class room with internet facilities. The faculty member also prepares presentation in MS Power points-PPT and the same present on smart board. The faculty members use

laptops, smart phone, tablets etc. Gujarat Govt. provides free of cost MS Team platform for the online teaching to the students. The faculty members can use this platform for the teaching when it is required.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://youtu.be/Yl70TBjwO4g?si=p2f5kEi3fCSDwMSn

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.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

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)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

12

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

2.5 - Evaluation Process and Reforms

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

Evaluation System (CIE). Hemchandracharya North Gujarat University has implemented semester system as per UGC norms. In BA there are six semesters. The institute also follows the evaluation structure Hemchandracharya North Gujarat University. Examination Committee is formed which arranges examination and make necessary reforms. Orientation programme is held to make aware about examination pattern and internal tests of the college Total weightage for external evaluation is 70 marks and for internal evaluation is 30 marks. Out of 30 marks 10 marks for assignment and seminar, 5 marks for their attendance and

remaining 15 marks out of their internal examination marks. Marksheets are prepared subject wise and class wise, including internal marks. The details of evaluation are communicated to the students. Every class room is equipped with surveillance of CCTV, so any kind of mis-conduct is recorded. At college level, examination related grievance applications are taken from the student and the examination committee solves the issue transparently

File Description	Documents
Any additional information	View File
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 class rooms and also displayed on the notice boards. The faculty members draw question papers of their related subject and 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. Only two student per bench is arranged. In normal circumstances if any student has have any grievances related to exam they can apply for reassessment.

File Description	Documents
Any additional information	View File
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 and Psychology as subsidiary subject and English as a Compulsory subject in every semester. The institute is affiliated to Hemchandracharya North Gujarat University, Patan. The institute implements the syllabus designed by the University. Every subject syllabus is uploaded on the University website. The concerned department and the faculty members download it and prepare separate syllabus file. The Head of the concerned department discusses about the syllabus in departmental meeting and also gives them copy of syllabus. The faculty member informs the students in the class room about the syllabus. All the faculty members and students are aware about the syllabus and outcomes. It is a CBCS semester pattern having 4 credits of each main paper. Each year has two semesters. Six semesters have 144 credits points. Programme Outcome, (PO), Course Outcome (CO) and Programme Specific Outcome are displayed on the college website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.ngu.ac.in/Syllabus.aspx
Upload COs for all courses (exemplars from Glossary)	View File

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

The Programme and Course outcomes for all subjects have been uploaded on the college website and communicated to the students and teachers. Each subject contents are explained to the students in the respective classes by the teachers. The teachers also explain the expected outcomes are attained by the students after completion of the course. All the teachers set the question papers and give assignment keeping in mind that they help to evaluate the course outcomes. The result of the students is measured of the attainment of the programme outcomes and Course outcomes. In the beginning of every academic year, the institute analyzes the result and evaluates the programme outcomes and course outcomes. The institute also compares the previous years' result for the next year better outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.mahilaartshimatnagar.org/admission-po-co-and-pso.html

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

158

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.ngu.ac.in/ExamResult.aspx

2.7 - Student Satisfaction Survey

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

<https://www.mahilaartshimatnagar.org/pdf/sss-2022-23.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)

35950

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

10

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

10

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

05

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

NSS volunteers served to the society and nation. The surrounding areas of the institute are weaker section and illiterate people. So, it is necessary to undertake social activities for the benefit of the neighborhood community. Our NSS units very actively arrange various extension activities. NCC units' programme officer sensitize the students to various social, health, environmental and ensure their holistic development. 74 Republic Day was celebrated in college campus in which Leaders, Officials, Society and students remained present. N.S.S, Sport and other Department actively remain present on Republic Day. Volunteers served in 'Pules Polio' vaccination mission to make society Polio free. Our NSS students served pilgrims of Ambaji

on bhadarvi punam.

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

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

6

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

5

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

10

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has adequate facility for teaching-learning process. The management has built a new building in a campus of about 2.65 acres for college in the year 2005. The institute has well equipped 12 class rooms in which 5 classroom has ICT facility and 2 computer labs for the teaching and learning process. We have 82 computers with internet facilities in computer Lab. Our campus has wifi facility so that students can access internet facility. We have separate rooms for NSS and NAAC. The institute has a big playground. The college has big Mphi Theatre where more than 400 can seat and students can perform cultural activities. We have prepared separate SOP for each department where equipment are used. The institute has ERP software, printer and Xerox facilities available for the non-teaching staff. We have one conference hall with well-equipped facilities. We have well maintained library facilities for teachers and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mahilaartshimatnagar.org/admission-facilities.htm

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

The institute has adequate facilities for cultural activities, sports games, yoga center etc. The college has Mphi theatre where all sorts of programmes take place. The college has seminar hall with all types of facilities. The institute has own playground. The institute has big playground for different sports activities. The institute has a stage for yoga programs. We arrange many competitions like cricket, weightlifting kabaddi, wrestling, power lifting, hammer throw, cross country, boxing etc. sports activities for the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mahilaartshimatnagar.org/administration-facilities.htm

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

473344

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

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.

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	View File
Paste link for Additional Information	Nil

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

98234

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

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

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

6

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institute regularly updates IT facilities including Wi-Fi. The entire campus is under surveillance of CCTV cameras and Wi-Fi enabled. We have broadband facility and Wi-Fi facilities for the students and teachers. We have two computer labs along with internet facility. The institute has 5 classrooms with smart board with internet facility. We regularly update all computers as per the requirements. We have made an annual maintenance contracts to keep upto date our IT facility. We have total 82 computer. The institute has BSNL Wi- Fi. We have main server with 4 GB RAM, 1 TB Hard Disk. We have 1 TB external Hard Disk for backup. We have NEXTGEN software for the MIS.

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

4.3.2 - Number of Computers

82

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution **D. 10 - 5MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

1901697

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The 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 equipment. 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	View File
Paste link for additional information	https://www.mahilaartshimatnagar.org/administration-facilities-utilization.html

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

370

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

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

16

File Description	Documents
Upload any additional information	View File
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

305

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

305

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

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

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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**

43

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

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

8

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.**

3

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

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

At the beginning of an academic year, 'Students Council' was formed under Guidance of Principal. 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 a Students' Council. It comprises two representatives from each class. There are total 12 students' representatives in the Council. They participate in planning of various academic and administrative committees. They help the college in various functions and activities of the college e.g., admission procedures, cultural activities, seminar/webinar, extension activities, NSS, etc. One student representative is member of college IQAC committee.

File Description	Documents
Paste link for additional information	https://www.mahilaartshimatnagar.org/pdf/naac-student-council-2022-23.pdf
Upload any additional information	View File

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

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

5.4 - Alumni Engagement

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

The 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	https://www.mahilaartshimatnagar.org/pdf/alumni-association-registration.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institute has a specific vision and mission to meet the present scenario of academic requirement and the challenges surrounding area. The institute has following VISION and MISSION.

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	https://www.mahilaartshimatnagar.org/
Upload any additional information	View File

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

Decentralization and participative management is perceptible in the functioning of the institution at various levels. The management- Principal-IQAC-Teaching staff- Nonteaching staff support staff-Student Representatives-Alumni-Parents Association independently and jointly, through various committees, are empowered to propose, design and execute their plans within the framework of governance. The Management the Management of the institute is the torchbearer while the Vision and Mission of the College serve as the polestar. The Management interacts with the Principal, Staff, and students at various occasions. Management representative is an essential part of the IQAC. Principal works as a link between the institute and Management. Being the administrative head of the institute, he coordinates and delegates different academic and administrative activities. IQAC comprises of the Principal, Teachers, Management Representative, Administrative staff, Student Representative, External Representative, Community Representative, Alumni. The planning and execution of institutional activities is collectively decided and implemented through IQAC Teaching Staff Heads of each subject plan and delegate academic work amongst teachers within the department. Class room activities, presentations etc. are planned and executed with the support of the class representatives. Teaching staff also mentors allotted students. This reflects participative practice

File Description	Documents
Paste link for additional information	https://www.mahilaartshimatnagar.org/about-management.html
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute has prepared following its strategic/perspective plan for effectively deployment. Curriculum Deployed Our college is affiliated to Hemchandracharya North Gujarat University, Patan and follows the curriculum and syllabus prescribed by the University. The institute implements the curriculum and syllabus prescribed by the University in each and every course.

Teaching and Learning:

The management of the College ensures a proper teaching learning environment. The institute provides adequate infrastructural facilities for teaching and learning. We have well qualified and experienced faculty members.

Examination and Evaluation:

We follow the university pattern for continuous evaluation of the students during the year. We prepare academic calendar for the whole year and which is displayed on the notice board. We also share the same in students' group. Examination committee arranges all the examination scheduled as per university academic calendar.

Research Promotion:

Faculty members are motivated for research work and publications peer reviewed journals with high impact factor. Library, ICT and Physical Infrastructure. The institute provides Library, ICT and physical infrastructure facilities to the students and faculty for the effective deployment of the academic calendar. The institute also ensure for the sufficient manpower for the

deployment of the academic calendar. The institute also invites expert from the various subjects.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.mahilaartshimatnagar.org/about-management.html
Upload any additional information	View File

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.

University and the institute implement it. The Hemchandracharya North Gujarat University implements the policy as per the UGC norms. The examination of all programs are organized by the University and central assessment done by the University. Various instructions are also given by the Gujarat University to its affiliated colleges and our institute implements all the instructions. The institute gets salary grant, maintenance grant, library grant and other various grant from the Gujarat Government. Audit of the grants are undertaken by the Gujarat Government. Work load calculate as per the Gujarat Government and UGC norms. On the basis of the workload government sanction various teaching post and recruit the teaching faculty. Gujarat Government also recruits non-teaching staff. The management follows the Gujarat Government and Hemchandracharya North Gujarat University norms. Salary, leave, admission, service and other rules and regulations of Gujarat Government and HNG University norms are implemented by the Institute. The management also recruits teaching and non-teaching staff for the benefit of the student.

File Description	Documents
Paste link for additional information	https://www.mahilaartshimatnagar.org/about-management.html
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Mahila Arts College, Motipura Employees Credit Society' is formed for financial assistance and welfare of the employees. It is a registered credit society. 19 Employees are Shareholder of the credit society. Employees can take loan up to Rs. 10 lakhs.

Employees can deposit amount and can get interest on their deposit. Credit society has President, Secretary and Treasurer from the shareholder employees. The credit society pays dividend and bonus per year to the shareholder employees. The institute is affiliated to Hemchandracharya North Gujarat University and Grant-in-aid College. The teaching staffs are appointed by the Gujarat

Government. So, all rules and regulations of Gujarat Government are implemented by the institute. Free books are provided to all

teachers in the library. Duty leave, special leave for research work, medical leave etc. are sanctioned to teaching staff. The institute encourage to teaching staff for research work, organize workshop etc. Free Wi-Fi, internet and photocopy facilities are provided to teaching staff. Non-teaching staff also appointed by the Gujarat Government and deficit of the staff are appointed by the management. All the benefit as per Gujarat Government are given to non-teaching staff. Free Wi-Fi, internet and photocopy facilities are provided to nonteaching staff also. Free uniform and washing allowances are given to class four non-teaching staff.

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

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

10

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

4

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	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

2

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

As per UGC regulation 2010, It is mandatory for all faculty to prepare performance-based appraisal in the prescribed format for career advancement. Institution has formed self-appraisal from

for the Teaching staff. It includes participation in academic, co-curricular, extracurricular, various bodies, administration, research and publication. The self-appraisal from includes lectures, examination duties, participation in seminars, training workshops, publication of research articles, research work, extracurricular activities, preparing results ... etc. Performance of teacher reflected in the performance of the student. Performance of students reflected in the University exam. The institute reviews of the departmental result and discuss with Departmental teaching staff and give suggestions for improvement of the result. The principal also reviews the research and publication work and motivate the faculty for further research activities. The principal also reviews the performance of each committee and participation of teachers in various activities. The management also reviews the academic and other activities of the institute. In normal circumstance, on the basis of feedback from the student, the institute reviews the performance of teaching and non-teaching staff.

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

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 2017-18 was done 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	Nil
Upload any additional information	View File

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

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

00

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

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

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	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell has made significant contributions, as per the guidelines of the National Accreditation and Assessment Council. Quality assurance strategies have been formed and institutionalized through the adaptation of various tried and tested methods of systematic functioning. Regular meetings are held to plan, strategize and review various activities and functioning of the institute. AQAR is submitted annually to NAAC. Promotion of Learner Centric Ecosystem Largely owing to the combined efforts of the IQAC and the faculties the institute has been successful in creating learner centric ecosystem. Classroom activities, library as a learning resource, use of computers and ICT are some of the initiatives adopted to support class room teaching. ADD on

Courses, fieldwork, projects, continuous evaluation is some of the initiatives introduced by IQAC Feedback System Formal feedback is acquired from the students, alumni, Parents association and Teachers of the institute. Documentation Due to the initiatives of the IQAC all departments and committees create and store relevant documentation in support of their activities Best Practices. The institute has developed a culture of initiating various academic and community centric activities as its Best Practice. Best practices of the institution are planned and implemented annually to realize new potentials.

File Description	Documents
Paste link for additional information	https://www.mahilaartshimatnagar.org/students-activities.html
Upload any additional information	View File

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

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. IQAC committees held a meeting with faculty. The principal gave guidance and authority to IQAC committee to plan and implement all the set-up for teaching and learning. Teachers participate in faculty

development programmes seminars and conferences. The institution also organizes seminars and workshops with the active involvement of teachers and students. Annual report of the institutional activities is prepared and presented during annual function.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); 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	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Institution is a women's college, primarily to provide equal

opportunity to girl students in the vicinity who were forced to discontinue education after school largely due to lack of gender parity. The number of rural girls seeking education has increased over the years and the social rigidity has seen a steady decline. In spite of being solely a women's college the institution is conscious of its social responsibility of teaching and practicing inclusiveness. Students are sensitized about gender issues through syllabus discussion in literature classrooms, primarily dealing with gender issues a thought in the classroom. The need for gender parity and equality is promoted through various cultural programmes, rallies, debates and discussions, workshops and extension activities. Security of girls is maintained through security watchman and CCTV surveillance. Self-defense training programmes are organized. Stage plays and role plays dealing with issues of women safety are organized. Rallies and campaigns for social awareness about women safety, legal rights are organized. Anti-Ragging Cell, Prevention of Sexual Harassment Cell, and College Women Development Cell are active in collaborating different issues of women safety. Counseling is provided both formally and informally on various issues related to woman and safety.

File Description	Documents
Annual gender sensitization action plan	https://www.mahilaartshimatnagar.org/pdf/7_1_1_agr_plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mahilaartshimatnagar.org/pdf/naac-gender-audit-report.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Waste Management is practiced by curtailing the generation of waste. The institute is a plastic free zone. The misuse of paper is avoided in office. Students participate in Swachhh Bharat programmes. NSS unit through its volunteers performs various activities and spread awareness regarding recycling, degradation and management of waste. Solid Waste Management is achieved through placing garbage collection bins at various locations of the college. Solid Waste collection pit has been dug and used for proper disposal. Misuse of paper is avoided in office and classrooms. Incineration machine has been procured and installed. Liquid Waste Management is achieved through proper sewage. Solid waste is collected by Himatnagar Nagarpalika. They collect dry and wet garbage from campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for

B. Any 3 of the above

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

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

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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 **C. Any 2 of the above**

equipment **5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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	View File

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 has a culture of inclusive environment. Students and teachers belonging to different socioeconomic and religious backgrounds pursue academic and allied activities, complete harmony. Students belonging to different socio-economic strata study and participate in different activities. Cultural activities Cultural programmes organized by the college include dance, songs, and presentations representing various socio-cultural, religious and linguistic diversities. Dance forms of Rajasthan, Punjab, Maharashtra, Gujarat and tribal dance forms are some of the popular presentations during cultural events. Role play during enactments from the syllabus in classroom activities includes examples from Gujarati, Sanskrit and English literature. Literature of different countries and regions allows a representation of numerous diversities. Culinary competitions include preparations from the length and breadth of the country. Punjabi, and South Indian food is very popular among participants of culinary competition. Students of college visit deaf and dumb school every year. The activity inculcates a feeling of empathy for the differently abled. Students contribute to flag day donations. Physically impaired people are invited to various programmes organized by the institute

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

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

The institute conducts various activities in order to sensitize students and employees of the institute to the constitutional obligations of citizens and make them responsible citizens. The College starts with morning prayer and the National Song is sung every day. Independence Day and Republic Day are celebrated every year. The following activities are conducted by the institute for the same. The institute celebrates Independence Day and Republic Day. Expert Lecture on Human Rights. The institute organizes Blood Donation Camp. AIDS, Thalassemia, Blood Test. etc. health programs are also organized by the institute. NSS units organize various community activities.

File Description	Documents
Details of activities that inculcate values; necessary to render students into responsible citizens	View File
Any other relevant information	View File

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

A. All of the above

4.

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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 on 21st June. Independence day is celebrated on 15th August is observed with full reverence and pride. Cultural programmes commemorating the valor and contribution of national leaders and freedom fighters is organized. Teachers' day is celebrated on 5th September. 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 participated in a rally. 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. Students participate in various elocution events organized on this day. Netaji Subhash Chandra Bose Jayanti is celebrated on 23rd January. 25th January is celebrated as National Voters Day. 26th January is celebrated as Republic Day. On 8th March the institution observes women's day. Guru Purnima is celebrated each year. The role of the teacher and teacher's relation with the students and society is discussed on the day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best practice:1 Competitive exam coaching is an essential practice in today's college education system. College students need to appear for several competitive exams like TET, GSET, NET, GPSC, UPSC, and many others. Our institutes offer personalized guidance and counseling to students and evaluate their strengths and weaknesses. This helps students focus on their weaker areas and improve their overall performance. With the help of the classes, students can not only crack exams, but also secure better job opportunities and achieve their career goals.

Best practice:2 Well-maintained classrooms with LCD projectors and other amenities are essential for a modern education system. They should also have comfortable seating arrangements, adequate lighting, ventilation, and easy access to power outlets. These amenities can help create a comfortable learning environment, which is essential for students to focus and concentrate on their studies.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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 is a proven fact that education can obliterate rigid social stratification. 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. 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

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Being affiliated to the Hemchandracharya North Gujarat University, Patan the institute follows curriculum prescribed by the university and for effective implementation of the curriculum. There is a board of studies (BOS) at university level, which prepares the syllabus. The institute prepares roadmap every year. Orientation programme: Orientation programme is organized for the freshers to make them aware about curricular, co- curricular, extra-curricular activities, examination pattern of semester system.

The details of curriculum implementation are as under:
Academic Calendar: Academic Calendar is prepared in tune with the University Academic Calendar. Every year in the month of June, the Principal calls the staff meeting. Keeping in mind the University academic schedule, academic calendar of the institution is prepared. Each department prepares the teaching plan and allocates the lectures to the teachers and also prepare departmental teaching plan. The college has 5 ICT enabled class rooms and a computer laboratory. The plan enables the faculty to complete the prescribed syllabus in time. Based on departmental time table, the coordinator prepares faculty wise comprehensive timetable. HOD reviews the progression of syllabus at the end of every month.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.ngu.ac.in/Syllabus.aspx

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

Our college is affiliated to the Hemchandracharya North Gujarat University, Patan. The institute follows Hemchandracharya North Gujarat University evaluation system. Examination pattern and schedule formulated by the

university and for effective implementation of the evaluation system the institute prepares roadmap every year. The details of continuous evaluation implementation are as under:

Evaluation-Examination Calendar. Examination committee conducts internal tests. Mark- sheet was prepared. Weak students were given extra teaching and study material to improve their level. Principal, IQAC and Examination Committee evaluates the result and try to take necessary steps to improve quality and level of students Every year in the month of June, the Principal calls the staff meeting. Keeping in mind the University academic and examination schedule are prepared by the institution. Evaluation blue print Internal evaluation (internal exam and assignment) is made on the basis of Gujarat University guidelines. Internal practical examination and theory examination is conducted as per the institution / academic calendar keeping in mind university examination schedule. The result of internal examination is declared on the notice board of the institution and the same is sent to the university in time. As per the Hemchandracharya North Gujarat University Guidelines Internal exam for 50 marks and out of 50 marks 30% marks (50 x30%=15 Marks) consider for final internal evaluation. 15 Marks for present and assignment. Total 30 marks consider in final result. 70 marks for university exam and total 100 marks considered.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.mahilaartshimatnagar.org/pdf/academic-calendar-2022-23.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and

B. Any 3 of the above

**Development of Curriculum for Add on/
certificate/ Diploma Courses Assessment
/evaluation process of the affiliating
University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

4

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

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

6

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

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the

total number of students during the year

284

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

192

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The institution is situated in rural and remote area, district Sabarkantha. The district is also declared as backward district. Majority of the students are from SC/ST/OBC Castes. The college has 100% of women students.

Our institute is affiliated to Hemchandracharya North Gujarat University. We implement the curriculum framed by the University. Hemchandracharya North University integrates the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and sustainability into the curriculum. These all-crosscutting issues covered in the syllabus and taught to all students of the institute. In Arts Language, Literature, Culture, soft skill national pride, honesty, social service, cultural heritage and foundation courses offered by the college which address to issues related to professional ethics. In Sanskrit subject ethics and human values are also covered in curriculum. Human values are also covered in various subject of Arts faculty. Gender issues are covered in various topics of English and psychology subject. Students are made aware of various environmental and sustainability issues in Environment subject and also aware through various environment program organized by the NSS.

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

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

3

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

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

284

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
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)	View File
Any additional information(Upload)	View File
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	View File
URL for feedback report	https://www.mahilaartshimatnagar.org/pdf/naac-feedback-2022-23.pdf
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	View File
Institutional data in prescribed format	View File

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

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

490

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Our institute is situated in semi urban areas. More than 90% students are coming from rural area. They are very slow learners. All teachers conduct special lectures for slow learners. The faculty members also take special care for advanced learners. Faculty members arrange special doubt solving lectures for the advanced learners. Faculty members also guide them for extra reading and advanced books from the library. Therefore, our results are good. The teachers evaluate the first-year students on the basis of 12th results and marks of related subjects. 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. They are given practice material also. Students are given personal counselling also. In the class-room active participation of the students is ensured with interaction, discussion, assignment, seminar presentation. etc.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
572	12

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The teaching learning is students centric. We have made what's app group for online information regarding admission procedures, time table, examination scheduled, and important academic information. Faculty members also share important study material in what's app group. We also provide important information on college website also. During the lecture students can ask the question and faculty member solve the problems. After the class, all faculty members are available for students' problems solving. During the lecture students also participate in group discussion. Faculty member arrange difficulty lectures for the benefit of the students. The faculty members also provide the important links of online study material, Video lectures and other online platform. These are all student centric methods for enhancing learning experience. All- round personality development through above activities

File Description	Documents
Upload any additional information	View File
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

Teaching learning is a two-way process. It requires innovation and creativity from teachers side and active participation from the students' side. The teachers make use of multi-media teaching aids like OHP, LCD, Computer etc. for effective teaching. Audio-visual aid has different effect on students. The institute has smart class room with internet facilities. The faculty member also prepares presentation in MS Power points-PPT and the same present on smart board. The faculty members use laptops, smart phone, tablets etc. Gujarat Govt. provides free of cost MS Team platform for the online teaching to the students. The faculty members can use this platform for the teaching when it is required.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://youtu.be/Yl7OTBjwO4g?si=p2f5kEi3fCSDwMSn

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.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

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)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

12

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

2.5 - Evaluation Process and Reforms

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

Evaluation System (CIE). Hemchandracharya North Gujarat University has implemented semester system as per UGC norms. In BA there are six semesters. The institute also follows the evaluation structure Hemchandracharya North Gujarat University. Examination Committee is formed which arranges examination and make necessary reforms. Orientation programme is held to make aware about examination pattern and internal tests of the college Total weightage for external evaluation is 70 marks and for internal evaluation is 30 marks. Out of 30 marks 10 marks for assignment and seminar, 5 marks for their attendance and remaining 15 marks out of their internal examination marks. Marksheets are prepared subject wise and class wise, including internal marks The details of evaluation are communicated to the students. Every class room is equipped with surveillance of CCTV, so any kind of misconduct is recorded. At college level, examination related grievance applications are taken from the student and the examination committee solves the issue transparently

File Description	Documents
Any additional information	View File
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 class rooms and also displayed on the notice boards. The faculty members draw question papers of their related subject and 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. Only two student per bench is arranged. In normal circumstances if any student has

have any grievances related to exam they can apply for reassessment.

File Description	Documents
Any additional information	View File
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 and Psychology as subsidiary subject and English as a Compulsory subject in every semester. The institute is affiliated to Hemchandracharya North Gujarat University, Patan. The institute implements the syllabus designed by the University. Every subject syllabus is uploaded on the University website. The concerned department and the faculty members download it and prepare separate syllabus file. The Head of the concerned department discusses about the syllabus in departmental meeting and also give them copy of syllabus. The faculty member informs the students in the class room about the syllabus. All the faculty members and students are aware about the syllabus and outcomes. It is a CBCS semester pattern having 4 credits of each main paper. Each year has two semesters. Six semesters have 144 credits points. Programme Outcome, (PO), Course Outcome (CO) and Programme Specific Outcome are displayed on the college website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.ngu.ac.in/Syllabus.aspx
Upload COs for all courses (exemplars from Glossary)	View File

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

The Programme and Course outcomes for all subjects have been uploaded on the college website and communicated to the students and teachers. Each subject contents are explained to the students in the respective classes by the teachers. The teachers also explain the expected outcomes are attained by the students after completion of the course. All the teachers set the question papers and give assignment keeping in mind that they help to evaluate the course outcomes. The result of the students is measured of the attainment of the programme outcomes and Course outcomes. In the beginning of every academic year, the institute analyzes the result and evaluates the programme outcomes and course outcomes. The institute also compares the previous years' result for the next year better outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.mahilaartshimatnagar.org/admission-po-co-and-pso.html

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

158

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.ngu.ac.in/ExamResult.aspx

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance

(Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.mahilaartshimatnagar.org/pdf/sss-2022-23.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)

35950

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

10

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

10

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

05

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

NSS volunteers served to the society and nation. The surrounding areas of the institute are weaker section and illiterate people. So, it is necessary to undertake social activities for the benefit of the neighborhood community. Our NSS units very actively arrange various extension activities. NCC units' programme officer sensitize the students to various social, health, environmental and ensure their holistic development. 74 Republic Day was celebrated in college campus in which Leaders, Officials, Society and students remained present. N.S.S, Sport and other Department actively remain present on Republic Day. Volunteers served in 'Pules Polio' vaccination mission to make society Polio free. Our NSS students served pilgrims of Ambaji on bhadarvi punam.

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

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

6

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

5

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

10

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has adequate facility for teaching-learning process. The management has built a new building in a campus of about 2.65 acres for college in the year 2005. The institute has well equipped 12 class rooms in which 5 classroom has ICT facility and 2 computer labs for the teaching and learning process. We have 82 computers with internet facilities in computer Lab. Our campus has wifi facility so that students can access internet facility. We have separate rooms for NSS and NAAC. The institute has a big playground. The college has big Mphi Theatre where more than 400 can seat and students can perform cultural activities. We

have prepared separate SOP for each department where equipment are used. The institute has ERP software, printer and Xerox facilities available for the non-teaching staff. We have one conference hall with well-equipped facilities. We have well maintained library facilities for teachers and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mahilaartshimatnagar.org/admission-facilities.htm

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

The institute has adequate facilities for cultural activities, sports games, yoga center etc. The college has Mphi theatre where all shorts of programme take place. The college has seminar hall with all types of facilities. The institute has own playground. The institute has big playground for different sports activities. The institute has a stage for yoga programs. We arrange many competitions like cricket, weightlifting kabaddi, wrestling, power lifting, hammer throw, cross country, boxing etc. sports activities for the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mahilaartshimatnagar.org/admission-facilities.htm

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

473344

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

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.

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	View File
Paste link for Additional Information	Nil

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

98234

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

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

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

6

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institute regularly updates IT facilities including Wi-Fi. The entire campus is under surveillance of CCTV cameras and Wi-Fi enabled. We have broadband facility and Wi-Fi

facilities for the students and teachers. We have two computer labs along with internet facility. The institute has 5 classrooms with smart board with internet facility. We regularly update all computers as per the requirements. We have made an annual maintenance contracts to keep upto date our IT facility. We have total 82 computer. The institute has BSNL Wi- Fi. We have main server with 4 GB RAM, 1 TB Hard Disk. We have 1 TB external Hard Disk for backup. We have NEXTGEN software for the MIS.

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

4.3.2 - Number of Computers

82

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

1901697

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The 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 equipment. 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	View File
Paste link for additional information	https://www.mahilaartshimatnagar.org/admission-facilities-utilization.html

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**

370

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

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**

16

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

and hygiene) ICT/computing skills	
File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
305	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
305	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

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

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

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

43

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

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

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

Services/ State government examinations) during the year**8**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.****3**

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

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

At the beginning of an academic year, 'Students Council' was formed under Guidance of Principal. 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 a Students' Council. It comprises two representatives from each class. There are total 12 students' representatives in the Council. They participate in planning of various academic and administrative committees. They help the college in various

functions and activities of the college e.g., admission procedures, cultural activities, seminar/webinar, extension activities, NSS, etc. One student representative is member of college IQAC committee.

File Description	Documents
Paste link for additional information	https://www.mahilaartshimatnagar.org/pdf/naac-student-council-2022-23.pdf
Upload any additional information	View File

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

176

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

5.4 - Alumni Engagement

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

The 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	https://www.mahilaartshimatnagar.org/pdf/alumni-association-registration.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institute has a specific vision and mission to meet the present scenario of academic requirement and the challenges surrounding area. The institute has following VISION and MISSION.

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	https://www.mahilaartshimatnagar.org/
Upload any additional information	View File

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

Decentralization and participative management is perceptible in the functioning of the institution at various levels. The management- Principal-IQAC-Teaching staff- Nonteaching staff support staff-Student Representatives-Alumni-Parents Association independently and jointly, through various committees, are empowered to propose, design and execute their plans within the framework of governance. The Management the Management of the institute is the torchbearer while the Vision and Mission of the College serve as the polestar. The Management interacts with the Principal, Staff, and students at various occasions. Management representative

is an essential part of the IQAC. Principal works as a link between the institute and Management. Being the administrative head of the institute, he coordinates and delegates different academic and administrative activities. IQAC comprises of the Principal, Teachers, Management Representative, Administrative staff, Student Representative, External Representative, Community Representative, Alumni. The planning and execution of institutional activities is collectively decided and implemented through IQAC Teaching Staff Heads of each subject plan and delegate academic work amongst teachers within the department. Class room activities, presentations etc. are planned and executed with the support of the class representatives. Teaching staff also mentors allotted students. This reflects participative practice

File Description	Documents
Paste link for additional information	https://www.mahilaartshimatnagar.org/about-management.html
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute has prepared following its strategic/perspective plan for effectively deployment. Curriculum Deployed Our college is affiliated to Hemchandracharya North Gujarat University, Patan and follows the curriculum and syllabus prescribed by the University. The institute implements the curriculum and syllabus prescribed by the University in each and every course.

Teaching and Learning:

The management of the College ensures a proper teaching learning environment. The institute provides adequate infrastructural facilities for teaching and learning. We have well qualified and experienced faculty members.

Examination and Evaluation:

We follow the university pattern for continuous evaluation of the students during the year. We prepare academic calendar for the whole year and which is displayed on the notice board. We also share the same in students' group. Examination committee arranges all the examination scheduled as per university academic calendar.

Research Promotion:

Faculty members are motivated for research work and publications peer reviewed journals with high impact factor. Library, ICT and Physical Infrastructure. The institute provides Library, ICT and physical infrastructure facilities to the students and faculty for the effective deployment of the academic calendar. The institute also ensure for the sufficient manpower for the deployment of the academic calendar. The institute also invites expert from the various subjects.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.mahilaartshimatnagar.org/about-management.html
Upload any additional information	View File

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.

University and the institute implement it. The Hemchandracharya North Gujarat University implements the policy as per the UGC norms. The examination of all programs are organized by the University and central assessment done by the University. Various instructions are also given by the Gujarat University to its affiliated colleges and our institute implements all the instructions. The institute gets salary grant, maintenance grant, library grant and other various grant from the Gujarat Government. Audit of the grants are undertaken by the Gujarat Government. Work load calculate as per the Gujarat Government and UGC norms. On the basis of the workload government sanction various teaching

post and recruit the teaching faculty. Gujarat Government also recruits non-teaching staff. The management follows the Gujarat Government and Hemchandracharya North Gujarat University norms. Salary, leave, admission, service and other rules and regulations of Gujarat Government and HNG University norms are implemented by the Institute. The management also recruits teaching and non-teaching staff for the benefit of the student.

File Description	Documents
Paste link for additional information	https://www.mahilaartshimatnagar.org/about-management.html
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Mahila Arts College, Motipura Employees Credit Society' is formed for financial assistance and welfare of the employees. It is a registered credit society. 19 Employees are

Shareholder of the credit society. Employees can take loan up to Rs. 10 lakhs.

Employees can deposit amount and can get interest on their deposit. Credit society has President, Secretary and Treasurer from the shareholder employees. The credit society pays dividend and bonus per year to the shareholder employees. The institute is affiliated to Hemchandracharya North Gujarat University and Grant-in-aid College. The teaching staffs are appointed by the Gujarat

Government. So, all rules and regulations of Gujarat Government are implemented by the institute. Free books are provided to all teachers in the library. Duty leave, special leave for research work, medical leave etc. are sanctioned to teaching staff. The institute encourage to teaching staff for research work, organize workshop etc. Free Wi-Fi, internet and photocopy facilities are provided to teaching staff. Non-teaching staff also appointed by the Gujarat Government and deficit of the staff are appointed by the management. All the benefit as per Gujarat Government are given to non-teaching staff. Free Wi-Fi, internet and photocopy facilities are provided to nonteaching staff also. Free uniform and washing allowances are given to class four non-teaching staff.

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

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

10

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

4

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	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

2

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

As per UGC regulation 2010, It is mandatory for all faculty to prepare performance-based appraisal in the prescribed format for career advancement. Institution has formed self-appraisal form for the Teaching staff. It includes participation in academic, co-curricular, extracurricular, 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. Performance of teacher reflected in the performance of the student. Performance of students reflected in the University exam. The institute reviews of the departmental result and discuss with Departmental teaching staff and give suggestions for improvement of the result. The principal also reviews the research and publication work and motivate the faculty for further research activities. The principal also reviews the performance of each committee and participation of teachers in various activities. The management also reviews the academic and other activities of the institute. In normal circumstance, on the basis of feedback from the student, the institute reviews the performance of teaching and non-teaching staff.

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

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 2017-18 was done 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	Nil
Upload any additional information	View File

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

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

00

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

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

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	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell has made significant contributions, as per the guidelines of the National Accreditation and Assessment Council. Quality assurance strategies have been formed and institutionalized through the adaptation of various tried and tested methods of systematic functioning. Regular meetings are held to plan, strategize and review various activities and functioning of the institute. AQAR is submitted annually to NAAC. Promotion of Learner Centric Ecosystem Largely owing to the combined efforts of the IQAC and the faculties the institute has been successful in creating learner centric ecosystem. Classroom activities, library as a learning resource, use of computers and ICT are some of the initiatives adopted to support class room teaching. ADD on Courses, fieldwork, projects, continuous evaluation is some of the initiatives introduced by IQAC Feedback System Formal feedback is acquired from the students, alumni, Parents association and Teachers of the institute. Documentation Due to the initiatives of the IQAC all departments and committees create and store relevant documentation in support of their activities Best Practices. The institute has developed a culture of initiating various academic and community centric activities as its Best Practice. Best practices of the institution are planned and implemented annually to realize new potentials.

File Description	Documents
Paste link for additional information	https://www.mahilaartshimatnagar.org/students-activities.html
Upload any additional information	View File

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

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. IQAC committees held a meeting with faculty. The principal gave guidance and authority to IQAC committee to plan and implement all the set-up for teaching and learning. Teachers participate in faculty development programmes seminars and conferences. The institution also organizes seminars and workshops with the active involvement of teachers and students. Annual report of the institutional activities is prepared and presented during annual function.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); 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	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Institution is a women's college, primarily to provide equal opportunity to girl students in the vicinity who were forced to discontinue education after school largely due to lack of gender parity. The number of rural girls seeking education has increased over the years and the social rigidity has seen a steady decline. In spite of being solely a women's college the institution is conscious of its social responsibility of teaching and practicing inclusiveness.

Students are sensitized about gender issues through syllabus discussion in literature classrooms, primarily dealing with gender issues a thought in the classroom. The need for gender parity and equality is promoted through various cultural programmes, rallies, debates and discussions, workshops and extension activities. Security of girls is maintained through security watchman and CCTV surveillance. Self-defense training programmes are organized Stage plays and role plays dealing with issues of women safety are organized. Rallies and campaigns for social awareness about women safety, legal rights are organized. Anti-Ragging Cell, Prevention of Sexual Harassment Cell, and College Women Development Cell are active in collaborating different issues of women safety. Counseling is provided both formally and informally on various issues related to woman and safety.

File Description	Documents
Annual gender sensitization action plan	https://www.mahilaartshimatnagar.org/pdf/7_1_1_agr_plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mahilaartshimatnagar.org/pdf/naac-gender-audit-report.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Waste Management is practiced by curtailing the generation of waste. The institute is a plastic free zone. The misuse of paper is avoided in office. Students participate in Swachhh Bharat programmes. NSS unit through its volunteers performs various activities and spread awareness regarding recycling, degradation and management of waste. Solid Waste Management is achieved through placing garbage collection bins at various locations of the college. Solid Waste collection pit has been dug and used for proper disposal. Misuse of paper is avoided in office and classrooms. Incineration machine has been procured and installed. Liquid Waste Management is achieved through proper sewage. Solid waste is collected by Himatnagar Nagarpalika. They collect dry and wet garbage from campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

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

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

C. Any 2 of the above

**software, mechanized equipment 5.
Provision for enquiry and information :
Human assistance, reader, scribe, soft
copies of reading material, screen
reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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	View File

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 has a culture of inclusive environment. Students and teachers belonging to different socioeconomic and religious backgrounds pursue academic and allied activities, complete harmony. Students belonging to different socio-economic strata study and participate in different activities. Cultural activities Cultural programmes organized by the college include dance, songs, and presentations representing various socio-cultural, religious and linguistic diversities. Dance forms of Rajasthan, Punjab, Maharashtra, Gujarat and tribal dance forms are some of the popular presentations during cultural events. Role play during enactments from the syllabus in classroom activities includes examples from Gujarati, Sanskrit and English literature. Literature of different countries and regions allows a representation of numerous diversities. Culinary competitions include preparations from the length and breadth of the country. Punjabi, and South Indian food is very popular among participants of culinary competition. Students of college visit deaf and dumb school every year. The activity inculcates a feeling of empathy for the differently abled. Students contribute to flag day donations. Physically impaired people are invited to various programmes organized by the institute

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

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

The institute conducts various activities in order to sensitize students and employees of the institute to the constitutional obligations of citizens and make them responsible citizens. The College starts with morning prayer and the National Song is sung every day. Independence Day and Republic Day are celebrated every year. The following activities are conducted by the institute for the same. The institute celebrates Independence Day and Republic Day. Expert Lecture on Human Rights. The institute organizes Blood Donation Camp. AIDS, Thalassemia, Blood Test. etc. health programs are also organized by the institute. NSS units organize various community activities.

File Description	Documents
Details of activities that inculcate values; necessary to render students into responsible citizens	View File
Any other relevant information	View File

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

4. Annual awareness programmes on

A. All of the above

Code of Conduct are organized	
File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File
7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals	
<p>The institution organizes national / international commemorative days, events and festivals. International yoga day is celebrated on 21st June. Independence day is celebrated on 15th August is observed with full reverence and pride. Cultural programmes commemorating the valor and contribution of national leaders and freedom fighters is organized. Teachers' day is celebrated on 5th September. 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 participated in a rally. 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. Students participate in various elocution events organized on this day. Netaji Subhash Chandra Bose Jayanti is celebrated on 23rd January. 25th January is celebrated as National Voters Day. 26th January is celebrated as Republic Day. On 8th March the institution observes women's day. Guru Purnima is celebrated each year. The role of the teacher and teacher's relation with the students and society is discussed on the day.</p>	

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best practice:1 Competitive exam coaching is an essential practice in today's college education system. College students need to appear for several competitive exams like TET, GSET, NET, GPSC, UPSC, and many others. Our institutes offer personalized guidance and counseling to students and evaluate their strengths and weaknesses. This helps students focus on their weaker areas and improve their overall performance. With the help of the classes, students can not only crack exams, but also secure better job opportunities and achieve their career goals.

Best practice:2 Well-maintained classrooms with LCD projectors and other amenities are essential for a modern education system. They should also have comfortable seating arrangements, adequate lighting, ventilation, and easy access to power outlets. These amenities can help create a comfortable learning environment, which is essential for students to focus and concentrate on their studies.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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 is a proven fact that education can obliterate rigid social stratification. 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. 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	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Prepare Prospectus.
- Prepare Academic Calendar.
- Prepare and guide students for NEP-2020
- Our first priority to implement NEP-2020.
- Our institute will offer the students Multidisciplinary Education with Blended learning.
- Faculties and students will be motivated for Research and Innovation
- Organise skill base certificate courses
- Motivate students to participate in extension activities
- Provide career guidance to students.
- Prepare and Submit SSR for second cycle
- Organize workshop and visit to industry for the

students in order to develop Entrepreneurship Skill.

- Participate in NIRF and GSIRF during next year.
- Timely submission of ASHIE Report.
- Preparing Subject wise MCQs for the students to face the online examination.
- Arrange placement for students from out of campus.
- Prepare topic wise PPT files to teach the students on online platform.
- Organise online lectures on moral education via online platform.
- Sign MOU with NGO and Industry and other institution.
- Organise programme about self employment.
- Organise study tour.
- Involve students in field work.