



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	THE NADIAD EDUCATION SOCIETY I.V. PATEL COLLEGE OF COMMERCE
• Name of the Head of the institution	Mrs Gita A Yagnik
• Designation	Acting Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02682529872
• Mobile No:	9428436352
• Registered e-mail	ivcomm1960@gmail.com
• Alternate e-mail	yagnikgita@yao.co.in
• Address	The nadiad education society campus, college road, Nadiad
• City/Town	Nadiad
• State/UT	Gujarat
• Pin Code	387001
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Sardar Patel University				
• Name of the IQAC Coordinator	Dr Krunal H Shah				
• Phone No.	02682529872				
• Alternate phone No.	9428436352				
• Mobile	9426709967				
• IQAC e-mail address	ivcomm1960@gmail.com				
• Alternate e-mail address	drkrunalhshah@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://www.ivcommerce.org				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://ivcommerce.org/academic-calendar/2020-21/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.19	2008	28/03/2008	27/03/2013
Cycle 2	B	2.71	2013	25/10/2013	24/10/2018
6.Date of Establishment of IQAC	01/01/2008				
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
Institute	Finishing School	KCG	2020-21	125000
Institute	Maintenance	CHEG	2020-21	314770
Institute	Salary	Education Department Commissioner of Higher Education, Gandhinager	2020-21	13519984

8. Whether composition of IQAC as per latest NAAC guidelines	No		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	No File Uploaded		
9.No. of IQAC meetings held during the year	2		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No		
<ul style="list-style-type: none"> If yes, mention the amount 			

11. Significant contributions made by IQAC during the current year (maximum five bullets)
<p>* On account of the lockdown followed by pandemic Covid 19 regular classroom teaching was replaced by online teaching through Microsoft Teams. * The faculty members prepared lectures and uploaded them using You Tube. * Reading material was made available online and assignment were also checked online. * Internal exam could not be conducted offline so online mode was used for conducting internal</p>

examination. *Faculty members attended webinars on different subjects.

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
<ul style="list-style-type: none"> To upgrade existing net speed 	<ul style="list-style-type: none"> Net speed was upgraded to 40 mbps. To engage online classes using Microsoft Teams
<ul style="list-style-type: none"> To conduct orientation programme for the students of B.Com. Sem I and parents meet 	<ul style="list-style-type: none"> Both the programmes were conducted successfully.
<ul style="list-style-type: none"> To prepare and upload subject related videos on You Tube 	<ul style="list-style-type: none"> As a result all the faculty members uploaded videos prepared by them
<ul style="list-style-type: none"> To prepare the students for achieving Excellence in the university exams 	<ul style="list-style-type: none"> The students of Sem 5 secured their position in the first three toppers list of examination conducted by Sardar Patel University. One student secured Gold medal in the subject of Banking. The students of M.Com. Secured 3rd position in university exam with 95.31%.
<ul style="list-style-type: none"> To organize Finishing School Program under the aegis of Knowledge Consortium of Gujarat. 	<ul style="list-style-type: none"> 32 boys and 30 girls actively participated in Finishing School Programme of the duration of Duration of 80 hours covering 'Life and Employability Skills' Set A and C, ' Functional English Skills Set B and D'
<ul style="list-style-type: none"> To organize online/offline Expert lectures/seminars/training programmes 	<p>Online program on Entrepreneurship Development, Financial Literacy, Career Counseling , and Future Opportunities by opting MCA course were successfully organized.</p>
<ul style="list-style-type: none"> To strengthen activities of NCC and NSS 	<ul style="list-style-type: none"> The cadets of NCC and volunteers of NSS participated in "Swatch Pakhwadiya Abhiyan". Rana Jaimin was selected as campus ambassador in "Mat Jagruti Abhiyan" in Kheda district.

13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Management, The Nadiad Education Society</td> <td>Nil</td> </tr> </tbody> </table>		Name	Date of meeting(s)	Management, The Nadiad Education Society	Nil
Name	Date of meeting(s)				
Management, The Nadiad Education Society	Nil				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2020-21</td> <td>18/01/2022</td> </tr> </tbody> </table>		Year	Date of Submission	2020-21	18/01/2022
Year	Date of Submission				
2020-21	18/01/2022				
15. Multidisciplinary / interdisciplinary					
16. Academic bank of credits (ABC):					
17. Skill development:					
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)					
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):					
20. Distance education/online education:					

Extended Profile

1. Programme

1.1

1

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

File Description	Documents
Data Template	View File

2.Student2.1 330

Number of students during the year

File Description	Documents
Data Template	View File

2.2 173Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 242

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 5

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 10

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	1
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	330
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	173
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	242
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	5
File Description	Documents
Data Template	View File

3.2	10
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	17
Total number of Classrooms and Seminar halls	
4.2	0
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	3
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

Curriculum is a core component of the entire process of teaching, learning and evaluation. So the college adopts a well planned strategy for its effective implementation. The faculty members of the college have served as members of the various boards of studies and contributed significantly by framing and revising syllabi as per the CBCS guidelines.

A formal meeting is organized to discuss the teaching techniques, production of reading material, students' active participation and internal evaluation of the students under the guidance of the principal and the entire IQAC of the college.

On account of pandemic the annual examination could not be conducted as per the schedule. The academic year 2020-21 was a difficult one. As per the directives of the Government of Gujarat, the office of the commissioner of Higher Education and the university the college conducted online classes using Microsoft

Teams. IQAC meetings, orientation programme for B.Com Sem I students and parents meet were conducted online.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Every year the University provides academic calendar for affiliated colleges. The college also prepares academic calendar and fine tunes it with that of the university. e students. Before conducting internal examination, the college displays internal examination schedule on the notice board before a month.

Due to pandemic online regular classes were held from the very first week of the academic term. Efficient timetable committee prepared it in time and regular classes were engaged by the faculty. Assignments for each component of the subject are given and checked online by the subject teacher and they were checked as per schedule. Assignment writing was allotted 10 marks for internal evaluation besides regular written examination. With the help of assignment writing continuous internal evaluation was conducted by the institute.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

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

B. Any 3 of the above

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	No File Uploaded
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	
2	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded
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)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
0	

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

0

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

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

Educational Institutions play vital role in handling cross cutting issues. Our curriculum address issues related to Environment, climate change, time management and disaster management while some value-added programmes arranged by the institute aim to inculcate social and human values.

Our university offers Environmental Science as a subject for the students of Sem I and Climate Change for Sem II. In the course study, students get introduced to environmental issues that the world is facing and how to overcome them, natural resources conservation and its sustainability, Biodiversity and learn environmental pollution control techniques.

The institution also integrates cross cutting issues related to gender equality, human values and professional ethics.by organizing activities and programmes highlighting these themes.

During the year 2020-21 our active NCC Unit organized 'No Pollution'rally and a rally on the theme of 'Save Water Save Trees'. 55 cadets celebrated International Yoga Day.

Faculty members attended national webinars on the themes of leadership, climate change, disaster management and mental health.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

0

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

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

0

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

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	D. Any 1 of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://ivcommerce.org/feedback-analysis-action-taken-summery/2020-21/
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	
440	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	

2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
173	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>At the initial stage, the institutional assesses the learning levels of students by carefully examining the students academic performance in the last qualifying examination during actual classroom teaching faculties use interactive method for teaching and learning and in the process they are able to identity advance learners and slow learners.</p> <p>Internal examinations also assess the learning level of the students, Advance learners are provided reference book and study material by the faculty members. The advance learners also help slow learners. The college also organizes a number of extracurricular activities in which advance learners and slow learners participate and find conducive environment for healthy discussion regarding their learning ability. Slow learners are encouraged to approach faculty members and special guidance and counseling are facilitated. Model answers of the advanced learners are shared with the slow learners.</p> <p>The college organizes special classes for all learners after the completion of internal examination. A separate schedule is framed and maximum time is devoted for solving the problems of the students in grasping various components of a specific subjects.</p> <p>Above is the regular practice of the institute but due to pandemic it was not followed during 2020-21</p>	
File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)	
Number of Students	Number of Teachers
885	Nil
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	
<p>A judicious use of e-content for teaching specific subjects is used in actual class-rooms teaching effectively. The faculty members have prepared YouTube lectures on difficult topics of the core subjects. Specific difficulties of the students are solved by the faculty members on regular basis. Power point presentation and videos are also shared and discussed.</p> <p>Active participation of the students is crucial for enhancing their skill and knowledge. The college conducts participative activities for the students. The government of Gujarat also helps in this initiative. Finishing school, an innovative skill enhancing education programme is very interesting and innovative in this sense,</p> <p>It encourages activity based learning. Groups of the students are formed and they are given a specific task to perform. The students get conducive environment to learn interview skill, resume preparation and other soft skills for personal development.</p> <p>The college provides assignment books to all the students at the beginning of a semester. (Sem II,IV and VI)The students are supposed to write answers as per the institution of the concerned faculty. Students are encouraged to visit college library and question- answer sessions are conducted after the completion of a specific topic of study. The students are encouraged and helped.</p>	
File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The college is equipped with ICT infrastructure which includes projector, computer lab, CCTV and eclectic podium. All the teachers use ICT tools to complement their direct method of teaching.

During the academic year Microsoft team was a major tool used for effective teaching and learning process. The teachers took online lectures as per the schedule. Internet access and speed and timings were the major problems faced by the students so the faculty members uploaded lectures using YouTube so that the students can learn from those lectures at their convenience. Reading material was also prepared by the faculty members and was circulated through Microsoft Team.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

1:80

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

2.4 - Teacher Profile and Quality

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

7

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

5

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)	No File Uploaded

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

122

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.

The college conducts internal examination as per guidelines of the university. Internal examination timetable is given to the students is displayed on the notice board well in advance and also shared in their WhatsApp groups. Retest is also conducted for the students.

But during the year 2020-21 due to covid-19 pandemic online teaching method and offline teaching methods were used for teaching from time to time as per the directives of the government. Assignments for all subjects were checked online. Internal examinations for semester 1 and 3 were conducted online. This time grievances regarding internal examination were almost nil as examinations were conducted in the quiz form. In the second term internal examinations were conducted offline adhering guidelines of the government relating Covid. There is a mechanism for rechecking and reassessment for internal examination. The concern student can submit an application regarding his marks in the internal examination and the grievance committee solves the problem to the student's satisfaction in time

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Internal evaluation is made transparent. After receiving internal marks, the students can get prompt solution for any grievances. There is provision for rechecking and reassessment. As per the guidelines of the university, the students are supposed to give their consent over the correctness of the internal marks in writing.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Programme outcome: (Commerce)

B.Com: increases students' knowledge of Accountancy, taxation and management and real business ability. They understand competitive commercial market with sound knowledge of subject in technological areas.

Commerce course outcome subject wise:

Commerce and Accountancy: Impart knowledge of Accountancy, Taxation and Management, ability for techniques in business decision making and acquire conceptual knowledge of Accountancy.

Taxation: Tax ethics, analytical ability for processing data, statistical techniques in business

Economics: basic concepts, economic models, understanding market, fiscal policy

English and Business Communication: drafting skill, communication skill, command over business English, employability

Environment: awareness about environment problems

Climate change: Awareness about global warming, climate change, urban problems

Time Management: time management tools and its application

Disaster Management: Different types of disaster and their management

Other courses:

Scope : spoken English

Tally: technology based accounting.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Attainment programme outcome and Course outcomes are displayed in the performance of the students in the internal and university examination .Feedback of the students regarding the syllabus are collected. Home assignments encourage self-study conduction of internal examination. Quiz and classroom discussion prove to be useful. Articles, poems, posters, Painting of the students are displayed under the aegis of creative corner. Every year college annual reports 'CONFLUENCE' is published. The copies of the annual reports are presented to the members of the managements, guests and students representatives

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

2.6.3 - Pass percentage of Students during the year

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

100

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	Nil

2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
https://ivcommerce.org/feedback-analysis-action-taken-summery/2020-21/	
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)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded
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	
0	
File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
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

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

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

0

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

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

0

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

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	
The college has adopted a village namely 'Fatepura', 3 kms from Nadiad. 95% of village population is engaged in agriculture. The college organizes a series of programmes with a view to sensitizing students to social issues. But due to Covid the college could organize such activities in a limited number.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year	
3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded
3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year	
3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year	
2	

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

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

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

26

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

3.4 - Collaboration

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

0

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

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

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

0

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	No File Uploaded

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 16 ventilated, well furnished class rooms. Each class is provided with a speaker facility.

The staff room of the college is well equipped and fully ventilated having 2 computers with internet facility and a printer.

It has a well-equipped library with a seating capacity of 40 students. The students can avail facilities from 7.30 a.m. to 1.30 p.m.

An administrative office is outfitted with computers, printers, scanner and audio system.

The well equipped computer lab and Dell lab having ___ computers are used for TALLY software training for the students.

The institution has a spacious hall which is used for conducting college functions.

The institution also has a well equipped conference hall with a capacity to accommodate 150 people.

The Nadiad Education Society campus houses another big Assembly Hall which is utilized by its institutions whenever the need arises.

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

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

The institution has adequate facilities for cultural activities, sports and games.

For cultural activities the college has a big hall with for practice and rehearsals. The hall is spacious with installation facility for equipments and has proper ventilation. The college has audio - visual aids and musical instruments which include guitar, harmonium and tabla.

For indoor games a separate sports room is allotted. The college has sufficient number of sport equipments for outdoor games also.

The institute has spacious open area utilized for practice. The college has also collaborated with local sports complex (Govt aided) for training and sports equipments.

The institute is also having a well-equipped gymnasium which is used by the students during their free time.

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

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

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	No File Uploaded
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)

0.18

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

4.2 - Library as a Learning Resource

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

No

File Description	Documents
Upload any additional information	No File Uploaded
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

E. None of the above

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

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

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

0

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

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

0

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

4.3 - IT Infrastructure

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

The institute has adequate It facility for teaching and learning. It has a computer lab and a Dell lab with internet access. Computer lab is equipped with 46 computers , admin offices has 5 Computer lab is utilized for generating e-resources, for teaching TALLY accounting and conducting examination. Scope exam forms are

Uploaded. The management has recruited agency for maintenance and technical assistance. College website is maintained, necessary details, achievements are uploaded. ICT is also utilized for teaching and learning. Lectures are uploaded on you tube. So that the students can easily access them. Five class rooms are well equipment with projectors. E-content is used for teaching and learning.

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

4.3.2 - Number of Computers

46

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

0.18

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
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 institution maintains its premises regularly. All The classrooms, administrative office and washrooms are cleaned. There is provision for annual maintenance contract for the maintenance of computers, CCTV, Electrical equipments and classroom infrastructure, The institution maintains healthy dialogue with the management in this regard and the management takes appropriate measures by giving maintenance contract to the concerned agencies. The college building is utilized for conducting state election and lok sabha election. It is also utilized for counting centre for six legislative assembly seats of kheda district one lok sabha seat.

The college library is updated with new books. The college campus is plastic material free. There is also proper drainage and fire safety system.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

440

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

E. none of the above

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

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

D. Any 1 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

100

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

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

0

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

26

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

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

Every year students' union is constituted on basis of merit. One student from each class is selected and this student also performs the duty of class representative. The principal of college is ex officio Chair-person of student's council. One faculty member performs duty of a member of the student council by rotation. The students are also selected considering their passion, aptitude and liking for all curricular and extracurricular activities. So there is a healthy representation of the students in all activities of the college. The students' council meeting held twice in a year for healthy discussion, improvement and development. Budgetary provision for activities is discussed with the student members of union. . The students' representatives freely participate in discussion regarding teaching, learning, cultural activities, NCC, NSS and sport. Constructive suggestions of the students' representative are considered and necessary actions are taken. The class representative effectively expresses grievances, demands and suggestions of the diverse groups of the students.

The college frames different committees for different activities and purposes Like discipline committee, cultural committee, Eco club and stage decoration committee.

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

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

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

52

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

5.4 - Alumni Engagement

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

NA

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: The vision of the institution is to give right kind of take-off to the students for higher and greener pastures as understood in the present day context, thus evolving them as sensational enterprising and compassionate pillars of society.

Mission: Bestow and ensure an easy access to higher education in the field of commerce in Nadiad and its surrounding rural areas and thus contributing in the development of human resources and the ultimate progress of the country.

The governance of college continually promotes vision and mission statements as the core values. Holistic development of the students of the rural and semi urban areas is the focal point of all the activities and approaches. The college believes and strives so that the students excel on the academic front and become skilled, sensitive and goal oriented youth and contribute significantly in the nation building. the governance of the institution translates the vision and mission statements of the college into action for the development of youth.

During this pandemic year all activities except online teaching came to a grinding halt and it continued almost throughout the year.

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

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

The college has decentralized and transparent organizational structure as the head of the institution plays a vital role in the planning, guiding and monitoring of the academic staff, administrative staff, library, sports, NCC, NSS extracurricular activities.

All the faculty members bring forth strategic methods to make teaching more interesting, interactive and fruitful. They ensure timely completion of syllabi, setting of question papers, and

evaluation of answer books and submission of result. The faculty members are devoted to their teaching responsibilities and they are always ready to solve the queries of the students after the regular classes.

The efficient administrative staff maintains staff and students' records, state government grants and scholarship for BC , OBC an EBC category students.

For making management decentralize and participative various committees are formed and all are involved in the decision making process.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college had to adopt online teaching plan as offline classroom teaching couldnot be conducted on account of pandemic. Microsoft Team was used as a platform for online teaching as per the directive of the State Government. Online lectures were conducted as per the schedule. It was a challenging but novel experience for the teachers and the students. In spite of network problem , the students of the rural areas somehow managed to attend online classes. The college turned the challenge into an opportunity. As a result the students of B.Com Sem VI secured 79.10% result and M.Com Sem IV secured 98.53% result in university examination. The students were encouraged to participate in webinars and online competitions. Our student Miss Pakai Nirali Nareshkumar participated in Youth Talk (online speech contest) organized by Anand Institute of Information Science (MCA) on "Online VS Offline Education" and won the 1st rank. She secured 2nd rank in online Poetry Recitation Competition organized by Sardar Patel University upon instruction from the office of the Commissionerate of Higher Education Government of Gujarat and won cash prize of Rs. 500/- .

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

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

The college has grant in aid status. The Nadiad education society is the apex body headed by its president and the governing body. At the beginning of every academic year the decision related to workload, time table, infrastructure and admissions are discussed among the head of the institution, faculty members and the admin staff. Necessary documents are submitted to the education society. The college follows the norms for recruitment, promotion policies, workload as per the policies of the government of Gujarat and the university. The college has Grievance Redressal Cell which tackles the grievances of students and staff.. The management also provides necessary inputs in taking prompt decision for improvement..

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution promotes the interest of teaching and admin staff and faculty members are motivated to pursue research in their respective areas. During pandemic time the faculty members attended webinars and faculty development programmes from home. A faculty from the Department of Economics served as subject expert and delivered a lecture on " Micro Economics " for PG students of UTS Mahila Arts College, Nadiad.

The institution runs credit society for teaching and not teaching staff. A loan of Rs. 5 lac is made available to all the regular employees of the college. The credit society had also given useful gifts to all the members every year. The staff runs its own tea-club.

The management generously provides necessary infrastructure which include a spacious hall, seating facility and kitchen wares to all the employees for wedding, Birthday celebration, social gathering , almost free of cost.

During pandemic the management facilitated the staff with masks, sanitizer, gloves, temperature gun and oximeter. Agriculture spray was also provided to sanitize the classrooms and lobbies of the building. The ad-hoc staff of the whole campus including ad-hoc faculty was given ration kit free of charge by our generous and sensitive management.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

0

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

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

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

7

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

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

Performance Appraisal system for Non-teaching staff:

All the teachers fill a prescribed comprehensive self assessment

performance at the end of every academic year and submit to the IQAC. The faculty members also maintain their dairy and supporting documents. The teachers maintain records of teaching, examination work, Co-curricular and extracurricular activities. During pandemic the teachers joined webinars, faculty development programmes and training programmes online. All the faculty members contribute significantly by serving as pappersetters, invigilators, examiners and moderators. During pandemic online teaching record was submitted to the management.

Performance Appraisal system for Non-teaching staff:

There is no prescribed self appraisal form for the administrative staff .

The small but efficient non teaching staff regularly attends meetings and seminars of their respective cadres. They are all techno savvy. The administrative work is done digitally.

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

6.4 - Financial Management and Resource Mobilization

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

The institution conducts internal and external financial audit on regular basis. Daily account is maintained and submitted to the management. Internal audit is conducted every month by the management and external financial audit is conducted at the end of every financial year.

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

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)**

0

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

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

The college has a grant in aid institution status and is affiliated to Sardar Patel University. Necessary grant are given by the State Government in consultation with the office of Commissioner of higher e assistance for co- curricular,extra curricular activities.

The college also makes optimal use of the college resources. Add on course Tally accounting is run by the college using the computer lab.

The college premises is also utilized for State Government Legislative assembly election for safe guarding EVMs and the college is also vote counting center. The college's commodious reading hall is also utilized by the sister colleges for organizing curricular and extra curricular activities and practice. The management also provides necessary financial aid for cultural events, youth festival and sports activities. The college receives funds from admission fees, salary grant, and alumni contribution.

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

6.5 - Internal Quality Assurance System

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

IQAC has been making sincere efforts to improve the quality of teaching-learning. A large number of students of this college belong to surrounding rural areas with lower academic performance in the last qualifying exams. So the institution puts in extra efforts to make them work hard and improve their results in the university examination. Assignment writing has proved to be an important tool for making the students regular and concentrate on each unit of study. Assignment writing books are provided by the institution at the beginning of each semester. The assignments are checked by the faculty members and weightage of 10 marks are given for internal. So the students regularly study their subjects and writing practice makes them confident when they appear for internal and university examination.

The faculty members prepare reading material for each subject. They uploaded lectures on difficult topics on YouTube so the students can use them in the most convenient way. Remedial classes are conducted after the internal examination to help the slow learners to improve their university results.

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

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

From March 2020 there was lockdown. The time was most difficult one on account of the pandemic of corona virus. As per the directives of the Government there was a complete lockdown before the commencement of the annual examinations. But the pandemic created havoc and annual examinations could not be conducted. So there was a complete vacuum in the system. Some of the faculty members and administration staff were affected by corona. It was not possible to start actual class room teaching for the students. So with the guidance and assistance of the State Government online classes were conducted using Microsoft Team. Reading material was provided online. The faculty members uploaded their lectures on YouTube also. On the whole it was a time of fear and uncertainty.

The students of Sem I and III were promoted considering their performance in the internal examination conducted by the college

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

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)

D. Any 1 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	No File Uploaded
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 college believes in gender equality. Both the genders are treated equally which is reflected in the curricular and extra-curricular activities of the college.

Safety and security:

Safety and security is the top priority of the institution which is reflected in the efforts made by the institution. The college

has deputed a security guard at the entry gate of the college. Our NSS incharge and sports faculty always remains present at the main entrance of the college in the morning and takes round in the lobby after the completion of each lecture. The girls can directly contact the lady teachers and principal in case of any threat to safety and security. Helpline number of 'Abhayam' is displayed in the entrance of the college. Active women cell solves any problem related safety and security of the girls.

Counseling:

At the beginning of every academic term the CWDC of the college organizes various activities and programmes which creates awareness on different issues related to gender equality. The college takes full advantage of the law college and invites faculty to deliver lectures on issues like rights of women, domestic violence, the evil of dowry, female feticide etc.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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

E. None of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

Hazardous chemicals and radioactive waste management

Each floor of the college has washroom facility and the waste is disposed via the sewage facility.

E-waste is submitted to the college management and they dispose it appropriately. The college does not generate any sort of hazardous chemicals and radioactive waste as it is a commerce college.. The college makes optimal use of ITC to minimize the paper waste. The main waste is in the form of waste papers and paper material. Dust bins are placed in the corridors and in each class. The students are encouraged to use dustbins.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

E. None of the above

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

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**

D. Any 1 of the above

4. Ban on use of Plastic	
5. landscaping with trees and plants	
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
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	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	E. None of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Students belonging to all class and communities study in the college. Special efforts are made for girl students. Independence Day, Republic Day, Charity Day and, Yoga Day are celebrated together with the staff and students. Even Navratri is celebrated and students belonging to all communities actively participate in the celebration and spread the message of brotherhood, unity and peace. The birth anniversaries of national leaders and patriots are celebrated to promote the spirit of unity, integrity and patriotism.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The college promotes the basic principles of equality, unity and brotherhood and specific initiatives for the holistic development of the students. The college organizes a series of programmes and activities to promote nationalism, community services and a sense of pride in India's cultural heritage and India's struggle for independence. Due to pandemic only the staff members and NCC cadets performed yoga and celebrated yoga day.

The Republic Day was celebrated in the campus. The members of

management, teaching and administrative staff, NCC and NSS units, guests and students of the college remained present.. This year regular activities could not be conducted due to covid.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The college celebrates important national and international commemorative days, events and festivals on a regular basis. But due to Covid the college could celebrate limited number of such programmes which include International Yoga Day and Republic Day.

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

7.2 - Best Practices

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

1.Title of the Practice:

Classes on Co-operation for Girls Students.

2.Title of the practice:

Social Outreach During the Pandemic Due to Covid-19

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The institution has been making sincere efforts to create a young generation of commerce graduates who get quality educators at nominal cost and develop themselves as a rich resource for the development and service to the country. Most of students who have been studying in the college belong to middle and lower middle income groups, S.C, S.T and SEBC and coming from rural background. The medium of institution is Gujarati so they prefer this institution. The college systematically channelizes activities for the holistic development of the students with a special emphasis on the development of the girl students. As a result the students equip them with necessary educational qualification, employment skills, a deep sense of service for society and patriotism for the country. The students have excelled in the areas of education,

community services and the defense especially in the Indian arm force. The college has been moulding the young generation in such way that they contribute significantly in all areas for the development of the country.

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

7.3.2 - Plan of action for the next academic year

- To continue teaching online and offline too.
- To continue sharing reading materials through students' whatsapp groups.
- To find new opportunities for training, guidance and placement for the students of final year.
- To organize gender sensitization programmes.
- To increase number of students in SCOPE and Tally