



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		GOVERNMENT ARTS AND COMMERCE COLLEGE KATHLAL
Name of the head of the Institution		DR SURESH GADHAVI
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02691-244811
Mobile no.		7874780178
Registered Email		gacckathlal@gmail.com
Alternate Email		npcgacckathlal@gmail.com
Address		BEHIND BUS STAND KATHLAL DIST-KHEDA GUJARAT
City/Town		Kathlal Dist Kheda
State/UT		Gujarat
Pincode		387630

<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	DR NEHA CHAUHAN
Phone no/Alternate Phone no.	02691244811
Mobile no.	7874780178
Registered Email	npcgacckathlal@gmail.com
Alternate Email	gacckathlal@gmail.com

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.gacckathlal.ac.in">http://www.gacckathlal.ac.in</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.gacckathlal.ac.in/admin/upload/10Academic%20Calender%202018-19.jpg">http://www.gacckathlal.ac.in/admin/upload/10Academic%20Calender%202018-19.jpg</a>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	2.53	2019	09-Aug-2019	08-Aug-2024

<b>6. Date of Establishment of IQAC</b>	13-Jun-2016
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Basic English training under RUSA	18-Jun-2018 13	80

Beauty Palour training under RUSA	02-Jul-2018 10	60
Life skill development Training under finishing School.	25-Jul-2018 18	60
Competitive Exam Coaching under RUSA	06-Sep-2018 14	123
Basic English training under finishing School.	24-Nov-2018 10	60
Mega placement Camp	07-Feb-2019 1	357
Seminar on Life of Gandhi	18-Mar-2019 1	329

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 00	0

[View Uploaded File](#)

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

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

7

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

1.Beauty palour Training Under RUSA 2. Basic English Training Under RUSA 3. Mega Placement Camp 4. Seminar on Life of Gandhi 5. Competitive coaching Classes under

RUSA 6. Life skill development and basic English skill Training under Finishing School

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

Plan of Action	Achivements/Outcomes
Follow Skill based Training under Finishing School	Life skill development and basic English skill Training under Finishing School
Special Coaching Classes for competitive exam	Competitive coaching Classes under RUSA
Seminar	Seminar on Life of Gandhi
Placement Camp	Mega Placement Camp
Special Classes for Basic English language	Basic English Training Under RUSA
Arrange Vocational Course for Woman	Beauty palour Training Under RUSA
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**14. Whether AQAR was placed before statutory body ?**

No

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

Yes

Date of Visit

01-Aug-2019

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2018

Date of Submission

30-Sep-2018

**17. Does the Institution have Management Information System ?**

No

**Part B**

**CRITERION I – CURRICULAR ASPECTS**

**1.1 – Curriculum Planning and Implementation**

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

This college imparts under graduate programs in arts and commerce faculty.

Being an affiliated college to the Sardar Patel University, Vallabh Vidyanagar, it adheres to the curriculum designed by the university. It is also a centre for the distance learning programme offered by Dr. Baba saheb Ambedkar Open University. (Ahemdabad) As the institute aims to provide holistic development of students, the IQAC in consultation with all the departments of the institute plans an effective delivery of the curriculum. Teaching responsibility is allotted to the faculties on the basis of their respective subjects and workload requirements. The IQAC tries its best in preparing a suitable time-table for the staffs and students so that the syllabus is completed in time. The institute strictly follows the number of the working days as prescribed by the University. The heads of each department in consultation with their faculty members prepare the course outcomes for their respective subjects such as English, Gujarati, Sanskrit, History, Sociology, Economics, Commerce/Accountancy. In order to give justice to each and every aspect of the curriculum each faculty prepares extensive academic calendars/lesson plans suitable to his or her allotted papers. This well defined teaching planning clearly indicates which teaching aides and teaching methodologies will be used in the effective delivery of the curriculum. ICT tools are used to reach the students and cater to the students' diverse needs by the teachers. Several classrooms are equipped with LCD Projector and other I.T. tools. Seminars, guest lectures and Field trips are conducted as per the need of the students. The institute makes sure that the needs of diverse category of students are met as far as curriculum delivery is concerned. All the faculties strictly adhere to their planning throughout the programme. The evaluation system is formally followed by the university guidelines. The informal evaluation is done by the teachers in the class in the form of in-class assignments and MCQ test. At the end of the term, feedbacks are taken from the students on the curriculum and analyzed it for further improvement. All the teachers continually motivate students to be seriously engaged in academics.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	01/12/2019	000	000	NIL

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NIL	01/12/2019
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#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ENGLISH	11/06/2018
BA	GUJARATI	11/06/2018
BA	SOCIOLOGY	11/06/2018
BA	SANSKRIT	11/06/2018
BA	HISTORY	11/06/2018
BCom	ACCOUNTANCY	11/06/2018

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

	Certificate	Diploma Course
Number of Students	0	0

**1.3 – Curriculum Enrichment**

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	01/12/2019	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Visit to industries	20
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**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Yes
Parents	Nill

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

Feedback Obtained
IQAC has arrange feedback system online now. Institute prepare google form and take feedback from Students, Teachers, Alumni. from this year we have started analysis the feedback and from next year we are planning to take necessary steps form this feedback.

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	commerce	300	82	82
BA	History	39	39	39
BA	Sanskrit	14	14	14
BA	Sociology	275	275	275
BA	English	79	79	79
BA	Gujarati	88	88	88
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**2.2 – Catering to Student Diversity**

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1154	0	10	0	0

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
10	10	5	9	1	5
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

From this year IQAC committee has planned to keep mentor and manatee as per principal subject. So main subject Professor will be mentor of their main subject students. Here in this Students can share their educational queries, social and financial need, psychological problems, confusion about future education, what next after B A B COM?. So Students are free to talk, ask and find solution of their quires with their respective mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1154	10	1:115

## 2.4 – Teacher Profile and Quality

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

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
10	10	0	5	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Prof. Sandip Sanchala	Assistant Professor	State level Best NSS Program officer
<a href="#">View Uploaded File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end
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				examination
BA	NIL	NIL	01/12/2019	01/12/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute consistently strives to bring out positive reforms in the internal evaluation process. For achieving the same, we have brought about two major changes in the internal evaluation process. The institution adopts both the formative and summative method of evaluation. Formative approach to evaluation includes: Objective Test Assignment writings In order to test the comprehension, reasoning and memory of the facts and concepts of tests of objective type questions are administered. This objective test is given in the classroom. Students have to read and understand the concept fully to be able to answer the objective type questions. This will promote the learning habit among them. In each of the subjects students are asked to give at least one assignment per semester. Assignments are given in the form of case studies, projects, presentations etc. Thus effort is made to see to it that there is variety in terms of assignment. The students can choose from the list of assignments. We try to see to it that the assignments do cater in reality to the enhancement of their learning and understanding level. Thus through the various methods stated above an effort is made to see to it that the assignment system is robust, frequent and has a good variety of assessments tools clubbed together. The objective type tests actually assesses the level of their deeper understanding of the subjects and the assignments encourages collaborate work and brings in the element of variety in the evaluation process. The summative assessment is conducted in two levels: internal and external. Internal examination is taken at college level for 30 marks and external examination is taken by university for 70 marks. The university gives a second chance to all the students who do not get minimum passing marks by granting them ATKT. At the institutional level under the leadership of head of the institution and examination committee every faculty member is assigned examination duty. The final evolution and gradation of elective generic subjects is done at the institutional level according to the guideline provided by Sardar Patel University, Vallabh Vidyanagar.

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

The institution has been transparent in its internal evaluation. In the beginning of the session, all the students are guided about the examination and hence they are familiar about the transparency in the internal evaluation. Case of the pattern, timings, and schedule of the internal assessment. The examination committee is formed which looks after all the process of examination. At the onset a well planned Time Table of the examination is displayed on the College Notice Board and conveyed in the class rooms at least 15 days prior to the commencement of the examination. We have a separate room to keep all the assessed answer books and after the assessment process marks are put up on the notice board. During the tests we allot one invigilator per 30 students in order to see to it that no unfair means are practiced. We also allot one senior supervisor per 200 students for better conduct of the entire examination Any unfair practice reported is taken very seriously and is handed over to the Unfair Means Committee. In case of such an eventuality, disciplinary actions are taken against the student and such students and cancelled by the mentors. If the students are not satisfied with their marks, they are free to meet their respective teacher and bring it to their notice about the same. The internal of marks involves the students' class attendance, assignments and written examinations, students' behaviour, participation in various activities like objective tests, involvement in college programmes,



etc. are also taken into consideration during the evaluation. In some cases, if the student is absent for the internal examination due to any valid reason the student can appear for a retest. Being affiliated to Sardar Patel University, the institute follows the academic calendar of the university. The admission process and the university examination being centralized, is followed as it is. Since the academic year 2018-19, GOG has circulated the schedule for internal examination as well which has to be followed by all the colleges in the state of Gujarat. At the inception of each academic year the IQAC of the college prepares an institutional plan and an Academic Calendar of the particular academic year in tune with the academic calendar of the university. The Academic Calendar includes the tentative dates of the tests/exams, assignment submission, college 'days' celebration and various departmental activities. This academic calendar is widely circulated among the staff and the students via departmental meetings, college notice board. In each of the departmental meetings and in the meetings of the IQAC it is ensured that the dates of various curricular/co-curricular and extra-curricular activities are followed as prescribed in the Academic Calendar. The Academic calendar also ensures that the Teaching-Learning process and the completion of the syllabus are carried out as per the plan across each of the subjects. To see to it each of the Department heads ensures that the faculties complete the syllabus in time, submit the question papers, evaluate the answer scripts and collect and submit the assignment marks within the stipulated time period.

## 2.6 – Student Performance and Learning Outcomes

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

<http://www.gacckathlal.ac.in/admin/upload/5cos.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
00	BA	NIL	0	0	00
<a href="#">View Uploaded File</a>					

## 2.7 – Student Satisfaction Survey

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

[NIL](#)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	00	00	0	0
<a href="#">View Uploaded File</a>				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Life of Gandhi	Gujarati	18/03/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	01/12/2019	NIL
<a href="#">View Uploaded File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	00	00	01/12/2019
<a href="#">View Uploaded File</a>					

## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
00	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	0	00
<a href="#">View Uploaded File</a>			

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

Department	Number of Publication
Library	1
English	1
<a href="#">View Uploaded File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2018	0	NIL	0
<a href="#">View Uploaded File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self	Institutional affiliation as mentioned in
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					citation	the publication
NIL	NIL	NIL	2018	0	0	NIL

[View Uploaded File](#)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	0

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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Celebration of National Voters Day	NSS	3	58
Karuna Abhian	NSS	2	124
Celebration of Constitution Day	NSS	1	70
Drawing Competition on 150th Gandhi Birth celebration	NSS	5	8
Rally on Voting Awareness	NSS	4	118
Rally and Cleanliness Program on 150th Gandhi Jayantio	NSS	4	122
Lecture on Competitive Exam	NSS	2	65
69th Taluka Level Van Mahotsav	NSS	3	89
Celebration of World Environment Day	NSS	2	77

[View File](#)

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

[View File](#)

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

Name of the scheme	Organising unit/Agen	Name of the activity	Number of teachers	Number of students
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	cy/collaborating agency		participated in such activities	participated in such activities
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>0</b>	<b>0</b>
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
<b>NIL</b>	<b>00</b>	<b>NIL</b>	<b>00</b>
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>01/12/2019</b>	<b>01/12/2019</b>	<b>00</b>
<a href="#">View File</a>					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>NIL</b>	<b>01/12/2019</b>	<b>NIL</b>	<b>0</b>
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
<b>0</b>	<b>0</b>

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
<b>Others</b>	<b>Newly Added</b>
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
<b>SOUL 2.0.</b>	<b>Fully</b>	<b>latest</b>	<b>2017</b>

4.2.2 – Library Services

Library	Existing	Newly Added	Total
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Service Type						
Others (specify)	0	0	0	0	0	0
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
00	NA	NA	01/12/2019
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	48	20	3	5	1	5	6	40	0
Added	0	0	0	0	0	0	0	0	0
Total	48	20	3	5	1	5	6	40	0

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

10 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
00	<a href="#">00</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

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

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

NIL
<a href="#">NIL</a>

### CRITERION V – STUDENT SUPPORT AND PROGRESSION

#### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

Name/Title of the scheme	Number of students	Amount in Rupees
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Financial Support from institution	Post-Metric Scholarship	187	33000
Financial Support from Other Sources			
a) National	00	0	0
b) International	00	0	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
NA	01/12/2019	0	NA
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	NA	0	0	0	0
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
27	244	79	00	0	0
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	2	B A	GUJARATI	ANAND ARTS COLLEGE	M A
2018	2	B A	SOCIOLOGY	DEPARTMENT OF SOCIOLOGY SARDAR PATEL	M A

				UNIVERSITY	
2018	2	B A	ENGLISH	C B PATEL COLLEGE NADIAD	M A
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
Any Other	0
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
NA	NA	0
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NA	National	0	0	00	NA
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

we do have Student Council in the college. At the inception of each academic year the college forms the Student Representative Committee (SRC). The SRC is selected on the basis of academic merit. The General Secretary (GS) is at the top followed by the Co-GS. We appoint a lady representative to address to the issues pertaining to the female students of the college. The subordinate post of the LR is the Co-LR who can assist the LR in various activities and can take her place in her absence. All the above posts are essentially held by the students of the third year. The first and the second year students from each division are elected as the class representatives of their respective classes.

There is also representation of students in different committees of the SAPTADHARA activities - seven bands of co-curricular activities like Samajik Seva Dhara, Sangit Kala Dhara, Natya Dhara, Yog Dhara, Gyan Dhara, Rang Kala kaushalya Dhara, Khelkud Dhara. in Sapta Dhara they organize and conduct different cultural and creative activities. Besides, our faculty members work as mentors of the students and develop close interpersonal relation with them. Therefore, the students can always freely convey their messages to the decision-making academic and administrative bodies of the institutions. Our core strength are our students representatives of SRC, NSS, Committee members and our student volunteers who play an active role in the planning and organization of college events and programmes. Our NSS volunteers are an asset who oversees the discipline related matters during the college events.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

25

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Government Arts Commerce college Kathlal has established Alumni association on 26/01/2017. College has arranged alumni association meeting and ask for college feedback and also neutral suggestions. As per guideline of NAAC we have processed for Registration of Alumni association from 2018-19. Process it still in pipeline. All the outgoing students are required to be members of the association. We are making an all out effort to reach out to our old students through posting the alumni association form in the college website and sending group messages to them asking them to get registered. The alumni are guided by the teacher convener in their activities. It is one of the most important parts of the institution. There suggestions are taken on many of the important issues and are implemented if found appropriate. Many of our students have made a mark for themselves in the areas of performing arts and music. We have been taking benefit from their expertise at various levels.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

1. Institute has Frame committee for Slow Learners and arrange remedial Classes for those who have issue in their learning process. 2. Institute has arrange technical sessions for faculties to use E- Resources, N-List more virtual resources. 3. Institute has Special doubt solving session conducted by Principal on every Saturday in assembly meet. solutions for students suggestions and Queries.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	we have frame committee for Slow Learners and Remedial classes for those Students who have issues in their specific topics.

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

E-governance area	Details
Finance and Accounts	Gujarat Government has IFMS and PFMS for salaries and grants related areas. Government software are used to handle it.



### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NA	NA	NA	0
<a href="#">View File</a>				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NA	NA	01/12/2019	01/12/2019	0	0
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NA	0	01/12/2019	01/12/2019	00
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	10	1	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	00	00

### 6.4 – Financial Management and Resource Mobilization

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

All the financial transactions and reports of the expenditure of funds of our college are done online and by cheque. Therefore, we have a very transparent system regarding the handling of finance. The reports of the expenditure of funds are also sent online. Therefore, we have a very transparent system regarding the handling of finance. for NSS and SaptDhara and Udisha the CA audit is done. We send utilization certificate of such expenditure to our head office time to time. Other than these, we do not conduct any internal audit. on regular bases once in three year external audits are done by the Commissioner of Higher Education, Gandhinagar and by the office of Accountant General,

Rajkot.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KCG Govt. Gujarat	Yes	KCG Govt. Gujarat
Administrative	Yes	KCG Govt. Gujarat	Yes	KCG Govt. gujarat

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

We have Established Parent - Teacher Association in 2018-19. 1. We have Parent-Teacher Meetings every 3 months and take review from Parents. 2. We take Feedback from Parent every year. 3. Parent participate in our cultural functions.

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

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

1. Active Slower learners Committee 2. Literature Club 3. Student Cell based on overall performance prior it was based on merit only. 4. Faculty use ICT for Teaching at least ones in Week. 5. Less use of Paper, online Feedback Assignment collection 6. Keep Bulletin Board in each Department to note Progress.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	BASIC ENGLISH TRAINING	11/06/2018	18/06/2018	30/12/2019	80
2018	VOCATIONAL/	11/06/2018	02/07/2018	12/07/2018	60

	BEAUTY PALOUR CLASS				
2018	FINISHING SCHOOL	11/06/2018	25/07/2018	13/08/2018	60
2018	COMPETITIVE EXAM COACHING	11/06/2018	06/09/2018	19/09/2018	123
2018	FINISHING SCHOOL/ BASIC ENGLISH SKILL	11/06/2018	24/11/2018	14/12/2018	60
2019	MEGA PLACEMENT CAMP	14/12/2018	07/02/2019	08/02/2019	357
2019	SEMINAR ON GANDHI	20/02/2019	18/03/2019	19/03/2019	329
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NA	01/12/2019	01/12/2019	0	0

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

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

We have Solar System. we generate electricity and also supplied to Electrical Board. Solid waste management Liquid waste management E-waste management Solid Waste Management Waste management is intended to reduce adverse effects on health, the environment or aesthetics. The institute has Launched the Swachchh College Abhiyan in keeping with the Swachchh Bharat Abhiyan of the Government. We are ever in the forefront in keeping our campus clean. The NSS volunteers of the college carry out cleanliness drive in the college campus at regular intervals. We have placed signboards around the college campus to remind the staff and students regarding keeping the campus litter free. A pit has been created for solid waste management in the institution. The dust, food scraps, paper scraps, plant material etc. are dumped in the pit. It is recovered through composting and digestion processes to decompose the organic matter. The resulting organic material is than recycled as compost for agriculture process. And the manure created by this process is used for the plants and trees in the premises of the college. The college has sufficient dustbins in each floor, in the college office and rooms, to prevent undue collection of litter is dumped in the municipal garbage-trolley kept outside the college building. The workers of the Kathlal Municipal Corporation collect the solid waste from the campus regularly. Liquid Waste Management: For liquid waste a soak pit has been prepared. All the liquid waste is released into the soak pit. As our institution has been situated out skirt of the town, surrounded by open agricultural area liquid waste of the college does not create any pollution. E

waste Management: The E waste such as spare parts of computer is being stored properly. Some of the old computers are repaired and reused. We are making best efforts to minimize the E waste.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Ramp/Rails	Yes	4
Rest Rooms	Yes	4

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	0	0	01/12/2019	00	NA	NA	0
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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	01/12/2019	NIL

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

Activity	Duration From	Duration To	Number of participants
NA	01/12/2019	02/12/2019	0
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

It is with the active efforts of Government Arts and Commerce College that we have installed the solar power panels and we are proud of the fact that we generate more power than we consume, the rest is given to the power grid. Almost 90 percent of our students use Public Transport facilities to commute to and from the college. As part of the Swachh Bharat Abhiyan we keep our campus litter free and plastic free by having sufficient dustbins on each floor and giving strict instructions to both staff and students to play an effective role in keeping the campus plastic free. We have placed signboards reiterating the importance of saving electricity and saving water in our toilets/near drinking water facilities and signboards like 'Clean Campus Green Campus' in the campus at large. Every year we celebrate VAN MAHOTSAVA spread awareness for Environment conservation. Students take part in large numbers.

## 7.2 – Best Practices

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

**Title:** Vocational Training for Women  
**Objectives:** 1. To Enhance Vocational skill of Local area women. 2. To Provide stage for women to explore possible ways to economical growth and financial independence. 3. To Encourage them to come out of shallow mentality of society.  
**The Context:** 1. It is believed that woman is inferior to man in rural areas. so woman get confident through

such activities. 2. Modern era urges for individual financial independence.

Practice 1. Now in rural areas of Kathlal, small business has been started by women. like Gruh Udhog of food items, beauty palour sewing works , etc. 2. To encourage girl students can also start their own work and get her self comfortable with competitive world. Evidence of Success 1. We have invited three to four beautician from known saloon of Kathlal to train our girl students in Beauty saloon work. 2. Huge number of students took part in different activities like Mahendi class, Facial , threding etc. Problem Encounters and Resources Required 1. Some Parents disagree to permit their girl for such training. Title : Mega Placement Camp Objectives 1. To Provide Unprivileged students of rural area to face real corporate world. 2. To build confidence to pass interview and strive for better oppourtunities. Context Hard work and dedication need better oppourtunities to expose real skills and abilities to real world. students need platform to show their hidden skills and talent to get flourished with such wide platform which provide many oppourtunities in urban areas of Gujarat. Practice Target group of people get training how to present their self in interview and preparation of Curricula vite or resume.they practice with our professors to face real situation during placement. Evidence of Success Mega placement Camp 07/02/2019 357 Students attended 79 selected 27 companies participated Problem and resources required 1. Some girl students not get permission to face interview as its out side of Kathlal. 2. some have language barrier.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.gacckathlal.ac.in/admin/upload/14best%20practice%20agar.pdf>

### 7.3 – Institutional Distinctiveness

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

NIL

Provide the weblink of the institution

[NIL](#)

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

To Provide quality education to socially and economically backward classes. To organize a Seminar on, "Role of ICT in Institutional Quality Improvement." To increase the use of modern and innovative teaching aids for effective teaching and learning process. To promote research activities. To increase number of books, Research Journals and strengthen e-library. To Create resources and utilizing them for educational up liftman of common people