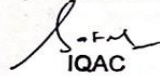


- AQAR -

2017-18


P.K.CHAUDHARI MAHILA ARTS COLLEGE,  
GANDHINAGAR

Name Prof.Dr.Rakesh R.Patel

  
IQAC  
CO-ORDINATOR  
SHRI P. K. CHAUDHARI  
MAHILA ARTS COLLEGE  
SECTOR-7, GANDHINAGAR

Signature of the Coordinator, IQAC

Name Prin.Dr.Urmilaben C.Chaudhari

  
I/C PRINCIPAL  
SHRI P. K. CHAUDHARI  
MAHILA ARTS COLLEGE  
SECTOR-7, GANDHINAGAR

Signature of the Chairperson, IQAC

\*\*\*

Version 5 dated 12-01-2018(23/5/2018)

## IQAC Team

### 1. Chairperson: Head of the Institution-

I/C Prin. Dr. Urmila C. Chaudhari



### 2. A few senior administrative officers-

Ms Ramilaben Chaudhari



I/C PRINCIPAL  
SHRI P. K. CHAUDHARI  
MAHILA ARTS COLLEGE  
SECTOR-7, GANDHINAGAR

### 3. Three to eight teachers-

(1) Dr. Minaben Vyas - *Minaben Vyas*

(2) Dr. Linaben Swadiya

*L. U. Swadiya*

(3) Prof. Pratimaben Chhaniyara

*P. M. Chhaniyara*

(4) Prof. Gitaben Chaudhari



### 4. One member from the Management-

Shri Shankarbai M. Chaudhari

*SM Chaudhari*

### 5. One/two nominees from local society, Students and Alumni-

1. Chaudheri Ashu S.

*Ashu*

2. Patel Nuzhat Banoo U.

*Nuzhat*

### 6. One/two nominees from Employers /Industrialists/stakeholders-

1. Shri Sendhabhai R. Chaudhari

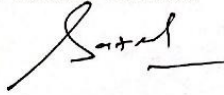
*Sendhabhai*

2. Shri Manibhai M. Chaudhari

*Manibhai*

### 7. One of the senior teachers as the coordinator/Director of the IQAC-

Prof. Dr. Rakesh R. Patel



*Send*

IQAC

CO-ORDINATOR  
SHRI P. K. CHAUDHARI  
MAHILA ARTS COLLEGE  
SECTOR-7, GANDHINAGAR

- Track Id - NAAC/WR/SSR-13648/2012
- Subject- PKCM/01/AQAR/2017-18
- Shri P.K.ChaudhariMahila Arts College, Gandhinagar,Gujarat

**The Annual Quality Assurance Report (AQAR) of the IQAC**  
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

**Part – A**

**Data of the Institution**

*(data may be captured from IIQA)*

1. Name of the Institution                      Shri P.K.Chaudhari Chaudhari Mahila Arts College,  
Gandhinagar

- Name of the Head of the institution : I/C Pri. Dr. Urmilaben C.Chaudhari
- Designation: In Charge Principal
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.:            079-23232097
- Mobile no.: 9727549238
- Registered e-mail: umacchaudhari@gmail.com
- Alternate e-mail : pkchaudhari1994@gmail.com
- Address            : 4, Samadhan Society , Ramjimandir Road, Ranip
- City/Town        : Ahmedabad
- State/UT         : Gujarat
- Pin Code         : 382480

## 2. Institutional status:

- Affiliated
- Type of Institution: Women
- Location : Urban
- Financial Status: Grants-in aid/ UGC 2f and 12 b
  
- Name of the Affiliating University: Gujarat University , Ahmedabad
- Name of the IQAC Co-ordinator : Prof.Dr.Rakesh R.Patel
- Phone no. : 07923232097
  
- Mobile- 9408640930
  
- IQAC e-mail address: pkchaudhari1994@gmail.com
- Alternate Email address: pkchaudhari1994@yahoo.com

## 3. Website address: pkmacollege.com

Web-link of the AQAR: (Previous Academic Year):

**[http://pkmacollege.com/home/iqac\\_report](http://pkmacollege.com/home/iqac_report)**

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

if yes, whether it is uploaded in the Institutional website:

**Weblink:** [http://pkmacollege.com/Departments/academic\\_cal](http://pkmacollege.com/Departments/academic_cal)

## 5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	B	2.71	2012	from:2012 to: 2017
2 <sup>nd</sup>				from: to:
3 <sup>rd</sup>				from: to:
4 <sup>th</sup>				from: to:
5 <sup>th</sup>				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 15/09/2012

## 7. Internal Quality Assurance System

7.1 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
Feedback System <a href="http://pkmacollege.com/home/iqac_report">http://pkmacollege.com/home/iqac_report</a> ( Web link for last year online	After each extra activity we take feed	Approximate 100 students

feedback taken by College through Google Form)	back	
- Computer classes (CCC) for Faculty members	24-26 and 28 August 2017	For faculty members
- Computer classes (CCC) for Students	Minimum 2 batches during year	73 participants Link..... (Details on College website) <a href="http://pkcmacollege.com/departments/language_laboratory">http://pkcmacollege.com/departments/language_laboratory</a>

**Note: Some Quality Assurance initiatives of the institution are:**

***(Indicative list)***

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

**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	Nil	Nil

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

\*upload latest notification of formation of IQAC

**10. No. of IQAC meetings held during the year:**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website..... Yes - <http://pkcmacollege.com/assets/files/2018/iqac%20meeting-1.pdf> (Please upload, minutes of meetings and action taken report)

**11.** Whether IQAC received funding from any of the funding agency to support its Activities during the year?      No  
If yes, mention the amount:      Year:

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

1. Date 4-4-18 Heartfulness Institute & IQAC organized FDP, Subject- 'Education And Life Skill' Speckers- Dr.Mohandas Hegade. Trustee Shri Ranachhodbhai Chaudhari
2. Date 3-4-18 Uddisha and Placement cell Organized Subject-'Financial planning for young investor investment', Speaker- Ms Amita Patel, 62 students remain present
3. Date 21/3/18 Thalassemia test taken Co operation by Red cross, Gandhinagar , 251 Students benefited
4. Date 21-2-18 'World mother tongue day' , (UNESCO) Inter college Elocution competition, Guest came from Department of Information Shri Ankur Shrimali, Shri Suresh Rabhotar and Ms/ Amiben Raval
5. Date 21-2-18 Workshop on Tobacco control Speaker Dr.Rajendra Anand, Psychologist, Kanoriya Hospital,Ahmedabd, Ms Yogitaben Tulasiya, District Program officer and Team, Programs Elocution, Role Play and at the end Prize Distribution

13. 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
- Termite problem in office	- Done
- Smart class	- Done
- Research journal	- Done
- New Books purchasing	- Done
- Central Cultural hall	- Done

14. Whether the AQAR was placed before statutory body? No: ✓

Name of the statutory body: Date of meeting(s):

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

No: ✓

16. Whether institutional data submitted to AISHE: Yes

Year: 2017-18

Date of Submission: **06/01/2018**

17. Does the Institution have Management Information System?

No - ✓

If yes, give a brief description and a list of modules currently operational.  
(Maximum 500 words)

## Part-B

<b>Criterion I – Curricular Aspects</b>				
<b>1.1 Curriculum Planning and Implementation</b>				
<b>1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words</b>				
<b>1.1.2 Certificate/ Diploma Courses introduced during the Academic year</b>				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
HSC-003 Beautification work shop (30 students) (Swayam Academy Certificate Course)	-----	9-2-18 TO 14-2-18	- Students can open beauty care shop	- Concept of beautification - Types of make up
HSC-004 Organic Soap Making Work Shop (08 students)  ( Swayam Academy has been Established by College)	-----	7-2-18 TO 9-2-18	- Self employability	- Making of soup
GU-001 Writing Skill Certificate course ( 90 students)	-----	5-2-18 TO 10-2-18	- Helpful during exam - Writing makes student perfect	- Writing skill and thought process
Jewellery Making (34 Students)	-----	24,26 and 28 August 2017	- Make student ready for employability	- Creativity - Knowledge of Jewellery Making
<b>1.2 Academic Flexibility</b>				



1.2.1 New programmes/courses introduced during the Academic year					
<b>Programme with Code</b>	<b>Date of Introduction</b>		<b>Course with Code</b>	<b>Date of Introduction</b>	
---	-----		-----	-----	
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	<b>UG</b>	<b>PG</b>	Date of implementation of CBCS / Elective Course System	<b>UG</b>	<b>PG</b>
03	<b>YES</b>	<b>YES</b>	JUNE-2012	--	---
Already adopted (mention the year)					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate		Diploma Courses		
No of Students-	04		-----		
<b>1.3 Curriculum Enrichment</b>					
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	
---		-----		-----	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
<b>1.4 Feedback System</b>					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	No	No	No	Yes	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
<p><b>Feedback Process</b></p> <p>The college collects feedback of the current students in formal way and the feedback of the alumni, parents, and other stakeholders are collected informally. The college has created the feedback form. The feedback form is uploaded on the college website also. The feedback contains two things i.e. the feedback about the faculty members and general feedback about the college.</p> <p>The feedback about the faculty members contains (1) teacher's punctuality in the class (2) teacher's ability to communicate with students (3) teacher's encouragement of the students (4) teacher's approach to students (5) teacher's ability to generate interest of the students (6) teacher's ability to relate the topic with the current issues (7) teacher's availability for consultation (8) teacher's knowledge (9) teacher's sincerity and commitment (10) teacher's overall evaluation.</p> <p>The general feedback contains (1) principal's approach towards students (2) overall teaching quality (3) library facility (4) administrative staff (5) basic physical facilities.</p> <p>Starting from 2011, every year the college collects the feedback from the current students and then the statistical analysis is made by the management and the principal. According to the analysis the management instructs the faculty members and the administrative staff. The feedback is very important for</p>					

the improvement in academic and administrative quality of the college.

The college also collects feedback of the alumni, parents and other stakeholders of the college. These feedbacks are collected in very informal way. These feedbacks help the principal and the management to make changes in the policy of the management and make improvement in the overall quality of the college.

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

### **2.1 Student Enrolment and Profile**

#### **2.1.1 Demand Ratio during the year**

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
<b>03</b>	<b>1440</b>	<b>804</b>	<b>804</b>

### **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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	874	302	13	----	08

### **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 ( <i>LMS, e-Resources</i> )	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
13	10	3- Smart class , Language Laboratory with 20 computers, Seminar Hall with projectors	03	03	SWAYAM, LCD-TV, INFLIBNET , DVD, BISAG

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

#### **Mentoring Cell**

The Mentoring Cell which has been working for a last few years helps the students without any sort of discrimination in overcoming the impediments in expressing their problems whether they are personal, physical or social. In the same way they are extended moral support if they are hesitant in expressing freely their thoughts regarding any such problems. Moreover the students can see the members of the Cell in person every Thursday between 10.30 and 11.30 in the Language Lab and represent their problems. The members of the cell counsel the confounded students and also consult the parents or guardians in case it is so required and try to find out a solution of the student's problem. This yields positive outcome.

In addition to be helpful in solving individual problems the members of the mentoring cell also motivate those students who are below average in study, in arousing their interest in study, in recommending them the proper reference books, in providing them career guidance, in making them aware for seeking legal help when required. In case the parents or guardians of any students are of orthodox bent of mind the members also see such parents or guardians personally and try to persuade them to strike a balance between conventionality and modernism. The members also make them realize the significance of the role of parents and the inevitability of familial support especially to the girls for their growth and safety. They are also acquainted with the importance of education in moulding one's life and especially of girls and their role in the modern society. The needy students are also provided financial assistance without any sort of discrimination such as faith, caste or creed. The purpose of this cell is to create a sense of trust in the minds of especially such students who hail from the underprivileged class of the society and to help them become good citizens. And the lectures and counselling sessions of psychiatrists, paralegal advisors and gynaecologists are arranged from time to time by the cell. The students are also allowed to ask questions in such sessions to find out a solution to their problems. In some exceptional special cases the students are provided help at their own place and helped under the direct supervision of the principal.

And this being the initial stage of the cell the members of the cell are endeavouring to find out still better means of redressing the problems and to try to be helpful to the needy students in the utmost possible way.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
<b>804</b>	<b>13</b>	<b>61.84%</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

- Appropriate Curriculum is the most significant aspect for grooming and preparing the students well in their discipline in any branch of learning.
- Curriculum of various disciplines is designed and revamped from time to time by the Board of Studies of the University and is implemented by the affiliated colleges as per the University rules.
- The curriculum is revamped in keeping with the latest trends in the relevant discipline by the senior subject expert faculties who are the members of the Board of Studies.
- The students are apprised of the curriculum at the beginning of the Semester.
- The curriculum is displayed on the notice board also at the beginning of the Semester so that the students can take down the same.
- **The newly prescribed texts and the reference books are bought for the college library.**
- The useful journals and magazines are subscribed for reference so that the faculties and students are benefitted.
- The curriculum is taught by the faculties with the help of audio-visual devices.
- There are CDs also in the library which are used by the faculties for teaching the various topics properly.
- Sometimes the faculties use Internet to teach their topic effectively to the students and

the PPTs of almost all the subjects are there on the college website which are downloaded by the students.

- There are three Smart classes and a language lab which are utilized effectively for teaching.
- The link of the educational websites which are useful in terms of the curriculum is also given on the college website.
- The students also utilize the college library for reference of their relevant paper/papers.
- **The students can have access to Internet on the computers in the library especially kept for them.**
- Subject experts are invited for delivering lectures in Home Science and Workshops are organized. And various Certificate courses for Beautification, Nutritious Food and Fashion Designing are conducted from time to time by the Department.
- Seminars are organized by the Department of Gujarati every year and the subject experts on various topics are invited for the benefit of the students. The students also present their Research papers in these seminars. The students are also provided opportunity to meet the writers and poets in person so that they are encouraged for better achievements in their discipline.
- Subject Experts' lectures are organized by the Department of English and the students are encouraged to attend the Seminars in other colleges where sometimes they also present papers. Sometimes weekly **Remedial Workshops** are organized for the students in which the Subject experts from other reputed institutions are invited as Resource Persons and the local faculties too render their service as subject experts.
- The Department of Sanskrit also organizes the programmes of chanting of slokas (incantations) and displaying of charts for the all round development of the students.
- The Department of Sociology organizes the visits to various social organizations to make the students acquainted with their noble activities of social service.
- The Department of Sports also makes the students practise regularly and strenuously for better performance and best achievements in various sports.
- All the faculties strive hard for excellence with a view to imparting the best education to the students so that they can carve their own niche in the career of their choice.
- Some of the faculties also serve as Resource Persons as subject experts in other institutions time and again.

#### 1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
<b>HSC-003 Beautification work shop</b>  (Swayam Academy Certificate Course)	-----	9-2-18 TO 14-2-18	- Students can open beauty care shop	- Concept of beautification - Types of make up

<b>HSC-004 Organic Soap Making Work Shop</b>  ( Swayam Academy has been Established by College)	-----	7-2-18 TO 9-2-18	- Self employability	- Making of soup	
<b>GU-001 Writing Skill Certificate course</b>	-----	5-2-18 TO 10-2-18	- Helpful during exam - Writing makes student perfect	- Writing skill and thought process	
<b>Jewellery Making</b>	-----	<b>24,26 and 28 August 2017</b>	- Make student ready for employability	- Creativity - Knowledge of Jewellery Making	
Name of Programmes adopting CBCS		<b>PG</b>	Date of implementation of CBCS / Elective Course System	<b>UG</b>	<b>PG</b>
03	<b>YES</b>	<b>YES</b>	June 2011	<b>Yes</b>	<b>Yes</b>
Already adopted (mention the year)					
<b>1.3.1 Value-added courses imparting transferable and life skills offered during the year</b>					
Value added courses		Date of introduction		Number of students enrolled	
---		-----		-----	
<b>1.3.2 Field Projects / Internships under taken during the year</b>					
Project/Programme Title			No		
-----					
<b>1.4 Feedback System</b>					
<b>1.4.1 Whether structured feedback received from all the stakeholders.</b>					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	No	No	No	Yes	
<b>1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)</b>					
<p>The college collects feedback of the current students in formal way and the feedback of the alumni, parents, and other stakeholders are collected informally. The college has created the feedback form. The feedback form is uploaded on the college website also. The feedback contains two things i.e. the feedback about the faculty members and general feedback about the college.</p> <p>The feedback about the faculty members contains (1) teacher's punctuality in the class (2) teacher's ability to communicate with students (3) teacher's encouragement of the students (4) teacher's approach to students (5) teacher's ability to generate interest of the students (6) teacher's ability to relate the topic with the current issues (7) teacher's availability for consultation (8) teacher's knowledge (9) teacher's sincerity and</p>					

commitment (10) teacher's overall evaluation.

The general feedback contains (1) principal's approach towards students (2) overall teaching quality (3) library facility (4) administrative staff (5) basic physical facilities.

Starting from 2011, every year the college collects the feedback from the current students and then the statistical analysis is made by the management and the principal. According to the analysis the management instructs the faculty members and the administrative staff. The feedback is very important for the improvement in academic and administrative quality of the college.

The college also collects feedback of the alumni, parents and other stakeholders of the college. These feedbacks are collected in very informal way. These feedbacks help the principal and the management to make changes in the policy of the management and make improvement in the overall quality of the college.

<b>2.4 Teacher Profile and Quality</b>				
<b>2.4.1 Number of full time teachers appointed during the year</b>				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with PhD
14	14	Nil	N.A.	08
<b>2.4.2 Honours and recognitions received by teachers</b> (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	
----	----	----	----	
<b>2.5 Evaluation Process and Reforms</b>				
<b>2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year</b>				
Program me Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination (University)	Date of declaration of results of semester-end/ year- end examination
B.A.	19	SEM-01	Exam Starts from 6/11/17	Declare after 40 to 45 days of the annual exams
		SEM-02	Exam Starts from 10/4/18	
		SEM-03	Exam Starts from 6/11/17	
		SEM-04	Exam Starts from 10/4/18	
		SEM-05	Exam Starts from 6/11/17	
		SEM-06	Exam Starts from 10/4/18	
M.A.	11	SEM-01	Completed before 7-10-17	“ ”

		SEM-01	Completed before 17-3-18	“ ”
		SEM-03	Completed before 7-10-17	“ ”
		SEM-03	Completed before 17-3-18	“ ”

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

-----

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

The Academic Calendar is prepared every year by the college. The list of the programmes to be organized during the whole year from time to time is displayed with dates. These programmes include academic, cultural, sports and the programmes of the celebrations of various days. The purpose of preparing this list in advance is to apprise the students of the programmes to be organized during the year so as to enable them to prepare themselves for participation in them well in advance.

In the same way the faculties also prepare the calendar of the curriculum to be taught, of holding the examinations and the programmes of the various committees, in their charge.

The new admission procedure is almost over by June,15 usually in the college and all the classes commence regularly soon after that.

Then, the programme for welcoming the freshers is organized. Then the Registrations for N.S.S. and N.C.C. are done. The programme of the celebration of the establishment of Gandhinagar city is also celebrated and the Teachers’ Day is also celebrated.

Every year some special programmes like the celebration of various Days, the Annual Talent Day- which provides the students a very good platform to display their talent- in which in addition to the presentation of cultural programmes by the students the programme of felicitation of the bright students - rankers in the exams- with special achievements like first rank in the college or in the hostel group of their class, champions in various sports at the state or national level is also organized and such students are felicitated with prizes and certificates. Some additional programmes like awareness regarding self-defence, observance of traffic rules for safety and the celebration of Navaratri are also organized which are not mentioned in the advance list.

## **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 web link) give in 100 words

### **2.6.2 Pass percentage of students**

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
11	BA	225	212	94.2%
19	MA	81	77	95.06%

## **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)

[http://pkmacollege.com/home/iqac\\_report](http://pkmacollege.com/home/iqac_report)

**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 Academic year
Major projects	----	----	----	----
Minor Projects	----	----	----	----
Interdisciplinary Projects	----	----	----	----
Industry sponsored Projects	----	----	----	----
Projects sponsored by the University/ College	----	----	----	----
Students Research Projects <i>(other than compulsory by the College)</i>	----	----	----	----
International Projects	----	----	----	----
Any other(Specify)	----	----	----	----
Total	----	----	----	----

**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(s)
----	----	----
-----		

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
----	----	----	----	----

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

Incubation Centre	Name	Sponsored by
----	----	----
Name of the Start-up	Nature of Start-up	Date of commencement
----	----	----

**3.3 Research Publications and Awards**

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
----	----	----



3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center)						
Name of the Department			No. of Ph. Ds Awarded			
----			----			
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication	Average Impact Factor, if any			
National	1. English (Rao)	01	-			
	2. Sanskrit (MSV)	01	-			
	3. Gujarati (LVS)	01	-			
International	-----	-----	-----			
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department			No. of publication			
1. Sanskrit (Prof. Dr.Minaben Vyas)			01 e Book 01 Conference Proceedings			
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
----	----	----	----	----	----	----
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
----	----	----	----	----	----	----
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty	International level		National level		State level	Local level
Attended Seminars/ Workshops	Workshop Sanskrit- 01(R)		Sanskrit 01(R) +		Sanskrit-1(R)	
Presented papers	Sanskrit -01(M) + 1(R) Gujarati -01(L) Gujarati 02 (M)		Sanskrit -01(M)+01(R) Gujarati - 04		Gujarati 01 (M)	
Resource Persons	Sanskrit -01(M)		-----			
<b>3.4 Extension Activities</b>						
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/	Number of teachers		Number of students		

	agency/ collaborating agency	co-ordinated such activities	participated in such activities
23/8/17 Visit to the school of the visually impaired children in Sector 16,Gandhinagar	N.S.S.Unit	1 P.O.+4(From the host institution)	24
3/10/17to12/10/17 N.S.S. volunteers rendered their service as the writers of the visually impaired children in their exam. in Sect.16,Gandhinagar	N.S.S. Unit	Only Volunteers	5
6/10/17 Visit to the medieval Archaeological sites of Ahmadabad and cleaned the ancient step-well at Adalaj in Ahmadabad.	N.S.S. Unit	1 P.O.	27
23/12/17 The N.S.S. Volunteers collected woollen clothes like Sweaters, Shawls and blankets from the resident of sector- 7 and distributed them among the underprivileged people (The daily wages labourers residing in makeshift huts) of sector -7.	N.S.S. Unit	1 P.O.	43

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	No. of Students benefited
----	----	----	----

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/ agency/ collaborating agency	Name of the activity	Number of teachers <b>coordinat ed</b> such activities	Number of students participated in such activities
Health Awareness	Red cross, Gandhinagar	Thalassemia test	02	251
Workshop Date 21-2-18  More than 100 students were remain present	Kanoriya Hospital ,Ahmedabd, Ms Yogitaben Tulasiya, District Program officer and Team	Workshop on Tobacco control Speaker Dr.Rajendra Anand, Psychologist, Programs were Elocution, Role Play and at the end Prize Distribution	03	13

N.S.S. volunteers rendered their service as the writers of the visually impaired children in their exam 3/10/17to 12/10/17	N.S.S. volunteers	N.S.S. volunteers rendered their service as the writers of the visually impaired children in their exam. in Sect.16,Gandhinagar	01	08
--	-------------------	---	----	----

### 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
---	---	---	---

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-To)	participant
---	---	---	---	---

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 and Activities	Number of students/teachers participated under MoUs
----	----	----	----

### 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
- Furniture- 40,000 - Repairing-65,000	- Furniture – 38,362 - Repairing - 37,749

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	4.45acr.	-----
Class rooms	12	-----
Laboratories	03	-----
Seminar Halls	01	01
Classrooms with LCD facilities	01	-----
Classrooms with Wi-Fi/ LAN		
Seminar halls with ICT facilities	02	

Video Centre		
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	<ul style="list-style-type: none"> <li>○ Sports – 143</li> <li>○ Furniture – 655</li> <li>○ Computer – 17</li> <li>○ GS-Lab- 136</li> <li>○ FN Lab-324</li> </ul>	○ Furniture – 06
Value of the equipment purchased during the year (Rs. in Lakhs)	<ul style="list-style-type: none"> <li>○ Sports – 19375</li> <li>○ Furniture – 197437</li> <li>○ Computer –5626</li> <li>○ GS-Lab- 1228</li> <li>○ FN Lab-15156</li> <li>Total- 3,38,822</li> </ul>	○ Furniture – 38,362
Others		

#### 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 partially)	Version	Year of automation
SOUL 2.0	Yes	2.0.0.12	08/04/2009

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	<b>2825</b>	<b>200798</b>	<b>189</b>	<b>30800</b>	<b>2574</b>	<b>231598</b>
Reference Books	<b>2574</b>	<b>300000</b>	<b>189</b>	<b>24073</b>	<b>2825</b>	<b>324073</b>
e-Books	-----	----	-----	-----	<b>400</b>	<b>2000</b>
Journals	<b>293</b>	<b>97140</b>	<b>25</b>	<b>13795</b>	<b>318</b>	<b>110935</b>
e-Journals	----	-----	-----	-----	<b>72</b>	<b>5800</b>
Digital Database	<b>1</b>	-----	<b>1</b>	-----	-----	
CD & Video	<b>230</b>	<b>9000</b>	<b>20</b>	<b>907</b>	<b>250</b>	<b>3907</b>
Library automation	<b>Yes SOUL 2.0</b>	<b>30000</b>				<b>30000</b>
Weeding (Hard & Soft)	<b>Yes</b>					
Others (specify)						

<b>4.3 IT Infrastructure</b>									
4.3.1 Technology Up gradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	40	02	01	01	01	01	05	08	
Added	----	----	----	----	----	----	----	----	
Total	40	02	01	01	01	01	05	08	
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
<u>50</u> MBPS									
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				
<ul style="list-style-type: none"> <li>- PPT E content – In all subjects</li> <li>- In library we have Video CDs</li> <li>- Also present online syllabus related E-content</li> </ul>					<a href="http://pkcmacollege.com/download">http://pkcmacollege.com/download</a>				
4.3.4 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		
2017-18 1. Dr.Hemangini Vaghela 2. Dr.Minaben Vyas 3. Dr.Rakesh Patel 4. Dr.N.K.Patel 5. Dr.Pratimaben Chhniyara 6. Dr.Gitaben Chaudhari 7. Pro.Bhratsinh Rao 8. Dr.Minaben vyas 9. Dr.Linaben Swadiya	<ul style="list-style-type: none"> <li>- Use of DVD</li> <li>- PPT</li> <li>- TV (Sandman) <i>sandhan.kcgjournal.org/</i></li> <li>- Syllabus Related Film</li> </ul>			<ul style="list-style-type: none"> <li>- Microsoft Word</li> <li>- Microsoft Power point Presentation</li> <li>- On live telecast of television</li> <li>- Projector</li> </ul>			March 2018 Google Drive <a href="https://drive.google.com/drive/my-drive">https://drive.google.com/drive/my-drive</a>		

<b>4.4 Maintenance of Campus Infrastructure</b>			
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
400000	2,28,146	200000	38362
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. ( <i>maximum 500 words</i> ) (information to be available in institutional Website, provide link) <a href="http://pkcmacollege.com/home/iqac_report">http://pkcmacollege.com/home/iqac_report</a> (File no. 15 )			

**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
Financial support from institution  Year 2017-18	TheAkhil Anjana Kelavani Trust, unanimously passes a resolution, that all the students belonging the Chaudhari community of PK Chaudhari Mahila Arts College, who reside in the hostel, will be given a scholarship of Rs. 2500/- annually, in order to facilitate their pursuance of Higher Education.	91	91x 2500= 2,27,500 Rs/-

**Financial support from other sources**

a) National	----	----	----
b) International	----	----	----

**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 ( List of Faculty members)
1. Sanskrit- Card Making	1. August to September-2017	1. 32 2. 300	1. Prof.Dr.Minaben Vyas 2. Prof.Dr. Rakesh Patel
2. Sanskrit Project Exhibition	2. 7/2/18	3. 33 4. 90	3. Prof.Dr.Minaben Vyas 4. Prof.Dr.Linaben Swadiya
3. Sanskrit- Card Making	3. Jan. To Feb. 2018	5. 200 6. 150	5. Sahitya Academy, Gadhinaragar and English Department
4. Gujarati Grammar Certificate course	4. 5/2/18 to 10/2/18	7. Got First Rank	6. Nutan Kotak, School of Languages, Ahmadabad
5. State level Seminar(English Department)	5. 18/1/17 6. 24/1/17 7. 18/2/17	8. Got Second Rank 9. 150	7. Rami Hiral Bhavan's College, Ahmadabad
6. Expert Lecture (English Department)	8. 23/3/17 9. 15/3/17 to 21/3/17	10. 10 11. 56	8. Patel Rashmika (Second Rank), Makavana Rashmi ( Semi final ) , Kalol College
7. Inter college- Quiz Competition (English Department)	10. 16/11/17 11. 31/1/18		9. English Department 10. State Central Government Library, Gandhinagar 11. English Department
8. Online quiz (English Department)			
9. Work shop on Basic English Grammar			
10. Mahendi Rangoli and Quiz Competition (English Department)			
11. Educational Tour , Baroda (English Department)			

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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	<ul style="list-style-type: none"> <li>Gujarati- Dept. Competitive examination Guidance</li> </ul>	155	155	04	04
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		No. of grievances redressed		Average number of days for grievance redressal	
05		05		Within one week	
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
---	---	---	---	---	---
5.2.2 Student progression to higher education in percentage during the year 2017-18					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-18	40	P.K.Chaudhari Mahila College, Gandhinagar	Gujarati	P.K.Chaudhari Mahila College, Gandhinagar	M.A.
2017-18	26	P.K.Chaudhari Mahila College, Gandhinagar	English	P.K.Chaudhari Mahila College, Gandhinagar	M.A.
2017-18	10	P.K.Chaudhari Mahila College, Gandhinagar	Gujarati	Chaudhari B.Ed. college , Gandhinagar	B.ED
2017-18	10	P.K.Chaudhari Mahila College, Gandhinagar	English	Chaudhari B.Ed. college , Gandhinagar	B.ED

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	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	01	Not contacted
SET	--	--
SLET	--	--
GATE	--	--
GMAT	--	--
CAT	--	--
GRE	--	--
TOFEL	--	--
Civil Services	--	--
State Government Services	--	--
Any Other	PhD – 01	1210461 – 18/8/17 <u>Kadi Sarva VishwaVidyalaya</u> <a href="https://ksvuniversity.org.in">https://ksvuniversity.org.in</a>

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Participants
Manhedi Competition	College	35
Yog Training 18/4/17 to 20/4/17	College	100
Essay and Elocution Competition 2/5/17	College	25
International Day of Yog 21/6/17	College	300
Student Counselling Lecture on Successful Life 4/8/17	College	300
Kala Mahakumbh, Sports and Cultural Department and College Organized	College/ Zone level	100
CWDC Committee and Kanuni Satta Mandal ,Gandhinagar organized Kanuni Shibir 8/8/17	College	150
Sanskrit Dept Organized Expert Lecture 9/8/17	College	150
Student Counselling Lecture on Woman Health	College	100
CWDC Committee and J.C.I. Organized Lecture on Office management 28/8/17	College	80
Gujarat Quiz On Matrubhumi Gujarat	College	295



31/8/17		
Swayam Shixak Din 5/9/17	College	30
National Food Week 1/9/17 to 7/9/17	College	50
Baludan Graba For Special Child with Lions Club 25/9/17	College	30
Educational Tour by Home Science Dept Amul Dairy, Anand 3/10/17	College	40
Garaba Utsav By Cultural committee 28/9/17	College	100
One day visit to Dandi Kutir , Gandhinagar 2/1/18	College	58
Visit to Khadya Khorak 2018 Food of India, Gandhinagar By Home Science Dept 4/1/18	College	23
Gujarat Sahitya Academy, Gandhinagar , Press Academy , Bharatiy Vidyabhavan and P.K.Arts College organized Lecture 6/1/18	State Level	200
Gujarat Sangeet Natya Academy, Gandhinagar and College Organized 'Memory lane' program on (Special tribute) to Well Known Writer Late Shri Chinu Modi 11/1/18	State level	100
Days Celebration 22 to 29 January 2018	College	100
Uddisha and Placement Cell and Career Launcher Academy organized Seminar on Career	College	107
Vishva Matribhasha Din Celebration Elocution Competition 21/2/18	college	10
Annual Function , Cultural Program And Prize distribution for Bright students of college ( Sports, College result, Cultural, and other level)	College	300
Guajrat Sahitya Academy ,Gandhinagar One day seminar on Folk Literature : Concept and Assignment (Aasvad)	State Level	100

24/3/18		
Gujarat sahitya Academy, Gandhinagar , Znakar Communication and P.K.Chaudhari college Jointly organized 'New Castel (Navodit) Kavayitri Poem Presentation 25/4/18	State level	100
Gujarat Sahitya Academy , Indian Lions Swarnim and college organized 'Myself and my creation travelling 26/4/18	College	60

### 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/ International	Sports	Cultural	Student ID number	Name of the student
2017-18	Third Prize	University level	-----	Poster Making - Youth Festival - 6/9/2017	BA 043	<b>01</b>
	Gold Medal	Dehradun Uttarakhand	Taekwondo	----	BA 056	Chaudhary Heena D.
	Gold Medal	Dehradun Uttarakhand	Taekwondo	----	BA099	Chaudhary Shital K.
	Gold Medal	Gujarat University Inter College	Wrestling	----	BA196	Chaudhary Shital G.
	Silver Medal	Gujarat University Inter College	Wrestling	----	BA 654	Chaudhary Darshana M.
	Bronze Medal	Gujarat University Inter College	Wrestling	----	BA 55	Chaudhary Varsha C.
	Bronze Medal	Gujarat University Inter College	Wrestling	----	BA 155	Chaudhary Maya M.
	Bronze Medal	Gujarat University Inter College	Wrestling	----	BA 139	Chaudhary Hitesha A.
	Silver Medal	Gujarat University Inter College	Judo	----	BA 144	Chaudhary Lalita K.
	Bronze Medal	Gujarat University Inter College	Judo	----	BA 654	Chaudhary Darshana M.
	Bronze Medal	Gujarat University Inter College	Judo	----	BA 196	Chaudhary Shital G.

	Bronze Medal	Gujarat University Inter College	Judo	----	BA 232	Chaudhary Bharati D.
	Gold Medal	Gujarat University Inter College	Athletics Long Jump	----	BA 1187	Chaudhary Bhavana D.
	Gold Medal	Gujarat University Inter College	Triple Jump	----	BA 1187	Chaudhary Bhavana D.
	Silver Medal	Gujarat University Inter College	High Jump	----	BA 1187	Chaudhary Bhavana D.
	Bronze Medal	Gujarat University Inter College	100mt Run	----	BA 1187	Chaudhary Bhavana D.
	Bronze Medal	Gujarat University Inter College	Discus Throw	----	BA 232	Chaudhary Bharati D.
	Silver Medal	Gujarat University Inter College	Boxing	----	BA 219	Chaudhary Pragati H.
	Bronze Medal	Gujarat University Inter College	Boxing	----	BA 289	Chaudhary Forum Y.

### 5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As per the rules and guideline of Gujarat University, the affiliated colleges of the university have to form the Student Representative Cell. This cell is formed on the base of the performance or result of the students in Uni. Examinations. The third year student who is the highest scores in University examination of second year is selected as the General Secretary (G S) of the college. According to their interest the subsequent students function as various committee coordinators. The teachers also allot some tasks to the students and in this way they learn to take initiative in life and make growth. This, certainly, helps the students to build their career. Their training, the expertise guidance from the faculty helps the students to mould their career. The aim of the committee is to mould the personality of the students according to their interest and to create self confidence in the students. The students also help their peer groups in various programs and as a result the institute and society get healthy youth.

### 5.3 Alumni Engagement

1.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

#### **Activities of the Alumni Association – 2017-18 ( A.Q.A.R. )**

The Alumni Association was formed in 2008 and some of the faculty members were appointed as the members of this Association. This association organizes various programmes during the academic year which are helpful in the proper co-ordination of the present students and the alumni. 225 students have become the members of the association in the academic year 2017-18. The charge of 50/- Rs. per year is charged from them. The association has got opened a savings account with the Dena Gujarat Gramin Bank, Sect. 7, Gandhinagar branch in which the amount of this annual charge is deposited. The required money for the organization of various programmes of the association is withdrawn from this account from time to time. Two meetings of the association were convened during 2017-18. The first was convened on 4<sup>th</sup> June, 2017 and the second on 3<sup>rd</sup> December, 2017. The students and the invited alumni are apprised of the activities of the association in these meetings and some of them are assigned the responsibility of various functions of the association. The principal of the institution becomes helpful in the organization of these meetings and also remains present in these meetings and gives useful guidance for the

proper functioning of the association so as to maintain a good rapport between the present students and the alumni. A cultural programme was presented by the association in the annual function in which the students who had obtained first three ranks in different classes were felicitated and were given prizes for encouragement which is the usual practice every year of the association.

Moreover the association had organized a workshop for the guidance to the students for employment. And an expert's lecture was arranged in the wake of the celebration of National Nutrition week. A nutritionist from the U.N. Mehta Hospital, Ahmedabad was invited as the expert for the same.

5.3.2 No. of ~~registered~~ enrolled Alumni: **225**

5.3.3 Alumni contribution during the year (in Rupees) : **11250/-**

5.3.4 Meetings/activities organized by Alumni Association : **02 meetings per year**

## **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)

Since 1994 our institute is working for the welfare of female child. The girls from the interior parts of Mehsana, Sabarkantha, and Banaskantha districts come to take the degree in our college. For the social and economic growth of the girls education is very essential. The college has its own reputation in the field of female education. There are around 4000 members or donors of Akhil Anjana Kelavani Mandal. Every year in the annual meeting more than 500 members remain present and give their views and opinions for the growth of the institute. After every five years from these members 70 to 80 members are selected as active members. They play very active role in the development of the institute. From these 70 to 80 members 13 members are selected as the member of core committee. This core committee functions as trustee members of the trust. Twice in a week all these 13 members remain present in the meeting. They play very active role for overall growth of the institute. Every week the trustee members conduct meeting with the principal of the college and give their opinions and suggestions. The financial decisions are taken after the discussion with the secretary and president of the trust.

The principal of the respective college is also directly or indirectly connected with the educational and other welfare schemes of the students. Any one member from the trust remains in direct contact with the principal and so the work becomes very easy and smooth.

If any work is properly distributed then expected results can be achieved. Every member of the trust gives his or her opinion and the institute gets its advantage.

Every Wednesday and Saturday the trust organizes a meeting. The most active members of the trust attend the meeting where every member gives his opinion. Every suggestion of the members is listed out e.g. and renovation in the hostel and college building, to create new amenities in the college and hostel, to invite tenders and take decisions for any new work. The management and the college principal, and the staff members work for the growth and development of the institute and the students.

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

No: Only feedback system is applied since last 06 years
<b>6.2 Strategy Development and Deployment</b>
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
❖ Curriculum Development- As per Government and University Rule we follow the syllabus and exam pattern.
❖ Teaching and Learning o Regular teaching and evaluation o Attendance taken by faculty in every class and personal care for who faces problem o Skill based project making ( Home Science) o Most department Organized Certificate courses for syllabus related points o Use of ICT ( Language laboratory , online information sending for students , make available exam related papers o Faculties availability for students enquiry
❖ Examination and Evaluation - We held examination in Fare and transparent atmosphere. Also we make the evaluation process in healthy atmosphere.
❖ Research and Development - IQAC Committee always focused on this section. Almost all faculty members are completed Ph.D OR M.Phil work.
❖ Library, ICT and Physical Infrastructure / Instrumentation - Library books are increased every year. More than 7000 books in library. SOUL software is installed for easy book issue. Physical infrastructure is essential part of any institute. We always aware about this issue. Last year we completed toilet renovation and garden restructured. Sports equipments are purchased. In hostel so many initiatives has been taken for students facility.
❖ Human Resource Management - Some vacant seats in our college in 4th class section. We hire peon or sweeper on fix rate monthly rate.
❖ Industry Interaction / Collaboration ----- - As college of humanities we could not directly attach with Industry, But in department of home science they are always ready to connect with industry like fashion and food. Gujarati department also made a internship with News paper for language skill.
❖ Admission of Students - Admission process is strictly followed by Gujarat University and Government of Gujarat rules and regulations.
6.2.2 : Implementation of e-governance in areas of operations:
❖ Planning and Development - Wherever we need the planning and development we use e governance
❖ Administration - In the field of administration most of actions are through e governance like admission, Scholarship , fee receipt and so many.
❖ Finance and Accounts - Yes, we already used this e governance service like account section, CA Report, Salary section and other field of finance and Account
❖ Student Admission and Support – Yes

❖ Examination – Yes, OR Sheet of result and other needful papers are already using E governance

### 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
---	----	----	----	----

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	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non- teaching staff)
2017-18	Computer training	Computer training	7/8/2017 to 14/8/17	12	03

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	Date and Duration (from – to)
Sanskrit - International I-FDP Organized by KCG- Higher Education(Faculty Development Program) RRP	01	13/2/17 to 19/2/17
Gujarati (3) (U-M-L) FDP - Organized by KCG- Higher Education	03	<ul style="list-style-type: none"> <li>• Prof.Linaben - KCG , Ahmedabad 13/11/2017 to 18/11/2017</li> <li>• Prof.Munnaben 13/11/17 to 18/11/17</li> <li>• Prof.Urmilaben Prof.Munnaben 13/11/17 to 18/11/17</li> </ul>
Home Science- Organized by KCG- Higher Education –(S+H)	02	<ul style="list-style-type: none"> <li>- 13/11/2017 to 18/11/2017 Prof. Sajjanaben chaudhari</li> <li>- 28/8/2017 TO 3/9/2017 Prof.Hemanginiben Vaghela</li> </ul>

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
14	14	06	06

6.3.5 Welfare schemes for	
Teaching	Teachers has been promoted for research activities and sanctioned DL by principal
Non teaching	-----
Students	<ul style="list-style-type: none"> <li>○ Prize Distribution for College first three ( Subject wise)</li> <li>○ Extra coaching for Sports students</li> <li>○ College &amp; Faculties give all types of support to students</li> </ul>

#### 6.4 Financial Management and Resource Mobilization

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

An institution can progress well if its financial position is sound. The Management gets the accounts audited by the auditor of the Management regularly every year. The necessary accounts related documents like bills and vouchers are provided by the college office. The accounts of the fees of the students and other income and expenditure are maintained particularly. The authorized representative of the Management checks all the bills and verifies the accounts. If any error is found by him he instructs the office to rectify it.

The authorized Chartered Accountant of the institution audits the reports every year regularly. The staff of the C.A. is provided all the ledgers along with the file of the bills, bank pass books and receipts etc. for auditing. If any error is found by the C.A. he brings it to the notice of the concerned clerk to rectify the same. When the primary audit report is ready it is sent to the office. If it is found alright by the office the C.A. is intimated to prepare the final report which he prepares and then sends the final audit report which is filed in the record of the financial year.

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/ Grants received in Rs.	Purpose

6.4.2 Total corpus fund generated

#### 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	----	----	----	--
Administrative	----	----	----	--

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

- Every year minimum two meetings has been organizes by parents association
- Approximate 50 to 70 parents remain present in every meeting and give their valuable opinions

<ul style="list-style-type: none"> <li>- Members of trustees also involved and make available their possible facilities.</li> <li>- 50 percentages of students are from rural areas, they get advantages of Higher Education and live in hostel and get all facilities in minimum fees.</li> </ul>				
6.5.3 Development programmes for support staff (at least three)				
<ul style="list-style-type: none"> <li>- Regular meeting and listen their problems and immediate actions taken by concern person or principal</li> <li>- Liston class four employee and tried to solve their problem like their salary ( we have 03 employees which are employed by Mandal )</li> <li>- Voluntarily we monitory help to support staff two times in a year</li> </ul>				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
<b>6.5.5</b>				
a. Submission of Data for AISHE portal : (Yes)				
b. Participation in NIRF : (Yes)				
c. ISO Certification : (No)				
d. NBA or any other quality audit : (Yes- AAA By Higher Education)				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2017-18	Yog Training	18/4/17 to 20/4/17	18/4/17 to 20/4/17	100
2017-18	Gujarat Quiz On Matrubhumi Gujarat	31/8/17	31/8/17	295
,	GU-001 Writing Skill Certificate course	5-2-18 TO 10-2-18	5-2-18 TO 10-2-18	90
,	Placement and Uddisha cell organized Seminar	25/1/18	25/1/18	107
,	Food and Fun Day Celebration	5/2/18	5/2/18	50
,	Counselling cell organized lecture	12/2/18	12/2/18	150

## **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-to)		Participants		
				Female		Male
-----		-----		-----		-----
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources						
<ul style="list-style-type: none"> <li>- Yes, we use solar system since last 4 years. We have been equipped with solar panel for hostel use and campus also. We have been using LED bulbs and sticks for saving electricity.</li> <li>- In campus, institute had designed water conservation well for protecting monsoon water</li> <li>- Approximate 40% percentage in hostel campus and 40% percentage of electricity conserved in college campus</li> </ul>						
7.1.3 Differently abled (Divyangjan) friendliness						
Items Facilities		Yes/No		No. of Beneficiaries		
Physical facilities		Yes		01		
Provision for lift		-----		-----		
Ramp/ Rails		Yes		01		
Braille Software/facilities		-----		-----		
Rest Rooms		Yes		All		
Scribes for examination				-----		
Special skill development for differently abled students		-----		-----		
Any other similar facility		Always Friendly atmosphere for differently abled at admin as well academic side. Provide all possible facility in field of teaching and learning.		01		
7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
----	-----	-----	----	-----	-----	----
7.1.5 Human Values and Professional Ethics						
Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication		Follow up (maximum 100 words each)		
-----		-----		-----		
7.1.6 Activities conducted for promotion of universal Values and Ethics						
Activity		Duration (from-----to-----)		Number of participants		
- Celebration of GURUPURNIMA		10/7/17		200		

- Have Sung Shlokas related to Guru by Students and Prof.Dr.Rakesh Patel		
- NSS one week residential Shibir at Uvarasad villege.	28/1/17 to 3/2/17	40
- Arranged Social and awareness programs like cancer awareness test by Ahmedabad Civil hospital , 65 women had been participated and benefited		65
- Drama played by The great Entertainer Club, Gandhinagar		200 villagers
- Yuva Team (15- Young People) Swadhyay Parivar, Gandhinagar had presented street play	23/8/17	250
- Subject-‘Mushkil Ho Asan’ Save Environment , Importance of Education, Health Awareness		
- Kanuni Shibir	8/8/17	150
- Swayam Shixak Din	5/9/17	30
- Visit to Dandi Kutir, Gandhinagar		
- Student visited Audio Video Gallery of Mahatma Gandhi’s life	7/1/18	58
- Prixa Pe Charcha , P.M. Shri Narendra Modi sir has been handled this program through national TV	16/2/18	60
- Discussion directly with Students of so many colleges.		
- Timing 11.30 to 2.30PM		
- Live coverage from Talkotara Stadium		
- Points were discussed were Anxiety, Meditation, Yoga, Concentration, Effect of Music		

#### 7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

- New tiles fitting near canteen and renovation in canteen facility
- Lawn spreading in common place in college campus, take decision separate gardener for Garden.
- Water basin renovated with new tiles fitting
- Each classroom facilitated by dustbin
- Tree plantation

#### 7.2 Best Practices

Describe at least two institutional best practices

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

1. **Link-** <http://pkcmacollege.com/> ---- Dynamic web site useful for students and staff members like report of daily activities of college, Academic calendar , College Tour video, syllabus details and so many useful link
2. **Link-**<http://pkcmacollege.com/download>---- Students can download Online Syllabus related PPT
3. Participation and won three international Gold Medal in Taekwondo game ( Mentioned in Criteria no. 5.3.1)
4. Pin-up board for Student's notice and other creative activities
5. Computer classes(CCC) for Entrance level students for competitive exams
6. Set up for Online admission in College campus.

### 7.3 Institutional Distinctiveness

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

**Link** <http://pkcmacollege.com/about> (Some details are already mentioned in our website and most recent particular actions are below...)

**Vision** – The college has been working very hard in the field of teaching and learning the past years and now a days has been working in auxiliary activities. According to the college's vision and mission, its work is earning in the education sector. Especially quality education has been the biggest goal of this organization. Certificate courses have been started by college to provide excellent results and life-long education. The activities undertaken for overall development are as follows.

Gujarati grammar course

- Fashion, Decoration, Jewelry Certificate Course
- Security programs
- Expert lecture
- Promotion of sports activities
- Educational tours
- Development of personality in college, promoting various activities such as seminars, project creation, debate etc.
- Regular prayer activity is compulsory for faculty members and students. It makes student pure and peaceful for teaching learning process.
- Educate highly qualified graduates and responsible citizens able to meet the needs of all sectors of human activity, by offering relevant qualifications, including professional training, which combine high-level knowledge and skills, using courses and content continually tailored to the present and future needs of society;
- Organized Seminars, lectures by department for research and educational growth. Students also participate in seminar at college and outside college. Trust members encourage research activity.

**Priority** – Students are always participated in creative, skill based and resourceful activities. Faculties members are always make them to participate in all types of activity. Some useful initiatives have been obtained by institute are here.....

- Computer course for students with minimum fees in Language laboratory
- Publish college magazine ARGHYA with different subject
- Certificate course organized by Gujarati and Home science
- Write best thought on common black board
- Students took part in Sports activity and getting so many gold, silver medals and prizes ( Khel Mahakumbh (Initiative has been taken by Government of Gujarat from last 10 years for approaching sports activities)
- Every department organized regular expert lecture to make aware students about latest updates in

particular subject.

- Social service through NSS and Service to Nation through NCC has been continues programs for students.
- Faculties maintain present sheet and dairy
- We believe to provide opportunities for higher learning and for learning throughout life, giving to learners an optimal range of choice and a flexibility of entry and exit points within the system, as well as an opportunity for individual development and social mobility in order to educate for citizenship and for active participation in society, with a worldwide vision, for endogenous capacity-building, and for the consolidation of human rights, sustainable development, democracy and peace, in a context of justice;

**Thrust-**

- Advance, create and disseminate knowledge through research and provide, as part of its service to the community, relevant expertise to assist societies in cultural, social and economic development, promoting and developing scientific and technological research as well as research in the social sciences, the humanities and the creative arts. Some useful activities are below.....
- Faculty members published their research papers in UGC listed journals, also participated in international and National seminars.
- Faculty members Publish books and also publish article in scholarly magazines.
- Institute did MOU with NGOs and reputed Institutions which provides student recourses.
- To offer more skill base course like nutritious food making, modern dressing séance , jewelry designing by Home science Department
- To encourage faculty members research activity.
- Regular meeting with all faculty members for updating in NAAC pattern and discuss how to organize possible programs and activity
- Meeting of IQAC Members to keep trouble-free of implementing of NAAC related programs
- Meeting of IQAC Members to keep trouble-free of implementing of NAAC related programs.
- Green campus initiatives like tree plantation, Plastic picketing and Swachchhata Abhiyan movement has been began by NSS program officer.
- Organized each department Expert lecture for students, Experts from all fields
- Computer course for students with minimum fees in Language laboratory
- Publish college magazine ARGHYA with different subject
- Extra classes for revision and exam preparation
- Maintain Academic diary by all faculty members

## 8. Future Plans of action for next academic year (500 words)

### Future Plan

1. In the meeting with the principal it was decided to purchase books for the competitive examinations. The faculty members will give the list of the books and the librarian will make a process to purchase the books.
2. In the IQAC meeting with the faculty members, the faculty members were motivated to apply for more and more research projects.
3. It is decided to arrange UGC or Akadami sponsored State, National or International Level seminars in the college
4. To make the administrative wing well furnished and make the administrative form and various facilities very easily available to the students
5. The IQAC suggested to collect assignments of the students, take presence and conduct tests regularly.
6. Just now there are three smart class rooms in the college but now it is decided to create more and more smart class rooms so that the teachers can make the maximum use of ICT.
7. To ask the canteen owner to provide more and more variety of dishes and more healthy food to the students.
8. To create more audio-visual facilities in the hall this is under construction by the management.
9. This is the time of skill development and in the coming period more and more skill based courses will be in demand for development of the nation. The college has offered four short-term courses. All the departments of the college are instructed to offer more and more skill based courses so that the employability of the students can be increased.
10. The library committee has taken the initiative to increase the use of library by the students. It is decided to keep the library open for one more hour every day and the librarian will remain present in the library to help the students to use the library.
11. In the meeting with the management it was decided to make the renovation of the faculty room and create more and more facilities and make it more comfortable.
12. In collaboration with Babasaheb Ambedkar Open University (BAOU) the library committee is thinking to start CCC computer course in the Language Lab.
13. To increase the IT knowledge of the faculty members it is decided to offer some IT related training programs in the college.
14. The faculty members are instructed to upload E-content on the college website and the students will be oriented to make the maximum use of the college website.
15. The college website will provide links of more and more academic websites and through that the students will learn to use them.

\* *In separate Scanned sheet*

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*