



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	SHRI P.K. CHAUDHARI MAHILA ARTS COLLEGE
Name of the head of the Institution	Dr. M.M.Chaudhari
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	079-23232097
Mobile no.	9409679327
Registered Email	pkchaudhari1994@gmail.com
Alternate Email	bharatsinghrao1966@gmail.com
Address	Opp. Central S.T. Depot- Pathikashram, Sector-7,
City/Town	Gandhinagar
State/UT	Gujarat
Pincode	382007

<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Asso. Prof. Bharatsingh P. Rao
Phone no/Alternate Phone no.	07923232097
Mobile no.	9426592951
Registered Email	pkchaudhari1994@gmail.com
Alternate Email	bharatsinghrao1966@gmail.com

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.pkcmacollege.com/home/iga_c_report">http://www.pkcmacollege.com/home/iga_c_report</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.pkcmacollege.com/students/academic_calendar">http://www.pkcmacollege.com/students/academic_calendar</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.71	2012	15-Sep-2012	14-Sep-2017
2	B	2.03	2019	28-Mar-2019	27-Mar-2024

<b>6. Date of Establishment of IQAC</b>	15-Sep-2012
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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

Organized a Organ Donation Day for awareness among the Students	13-Aug-2019 1	289
Organized Experts' Lectures for Students	17-Dec-2019 3	559
Organized a Program on Life Saving Skills	19-Aug-2019 1	358
Celebrated Womens' Day for Women Empowerment	01-Aug-2019 1	379
Organized a faculties and students of another institution of Higher Education	27-Jan-2020 6	53
<a href="#">View File</a>		

**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 000	0
NIL	NIL	NIL	2019 000	0
<a href="#">View File</a>				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

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

4

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 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 Collaborated academically with another institution of tertiary education 2 Celebration of Womens Day for Women Empowerment 3 A program of Demonstration on

Life saving Skills by NDRF 4 A program on awareness regarding Organ Donation for the welfare of the critically needy patients. 5 Organized a series of Lectures by various eminent experts, renowned Journalists, foremost litterateurs for enriching students knowledge and for inspiring them for better career prospects and for better life.

[View File](#)

**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
To organize a Faculties and Students Exchange Program with another institute of tertiary eduaction for the benefit and academic betterment of the students of both the institutions	Organized one week Faculties and students Exchange Program with Samarpan Arts and Commerce college, Gandhinagar from twenty seventh January to first February Two Thousand Twenty
To celebrate Women's Day for Women Empowerment	Celebrated Women's Day on first August Two Thousand Nineteen
To organize a Organ Donation Day for awareness among the Students	Organized a Organ Donation Day on thirteenth August Two Thousand Nineteen
To organize a Program on Life Saving Skills	Organized a Program of Demonstration of Life Saving Skills during natural calamities or any casualty on nineteenth August Two Thousand Nineteenby National Disaster Response Force
To Organize Experts' Lectures for Students	Organized various lectures of eminent Journalists, foremost Litterateurs and eminent academicians on third October Two Thousand Nineteen, Twenty first October two Thousand Nineteen and on Seventeenth December Two Thousand Nineteen

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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
College Management	15-Apr-2021

**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 of Submission	2020
Date of Submission	27-Jan-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Our institution has partial MIS. The whole process of admission is online, and transparent. The software used for the same is First Computer since 2001 A.D. Moreover, though the admission procedure is centralized by the University the data of admission or even of current students, Transfer Certificate, N.O.C. to be issued to the students, attempt certificates or Bonafide certificates is generated through it. Mark sheets are also prepared in the same, so that in case of any need of reference in future regarding result it can be easily traced. The record of Internal examination like the Examination schedule, the record of the students appeared in the exam or absentees is also there in the system. CCTV surveillance system is installed on the whole campus as well as in all the blocks of all the buildings for the safety and security of all. Ours being the educational institution exclusively for girl students its very much imperative to make necessary security arrangements for them which is our prime concern as a gender sensitive institution.

## 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

Curriculum development isn't in the purview of the College; the affiliating University forms it, and it is to be followed by the constituent colleges. However, curriculum dispensation is the job of the Institution. Our college stands at the unique crossroads of being located in an urban area, but caters to students from the rural areas. Hence, our task of curriculum dispensation has to be such that it balances the local environment for the students hailing from that background as well as the global contemporary scenario. Each department meticulously plans the dispensation of the curriculum. It is planned in three stages - basic understanding of the topic on hand, interactive sessions consisting of debates, quiz and discussions, and finally a short

question & answer round. In the second stage, use of technology like PPT presentations, showing of films, taking students to field trips, inviting experts to talk on the said topic and at times even small MCQ exams are conducted. The planning for it is done in each semester at the beginning; and a documented planning is submitted to the Principal. In house department meetings are held to ensure that no aspect of the curriculum is left untouched. Infrastructural support is listed and in case of a lacuna, it is immediately taken care of. The Institution has been forming its Academic Calendar for almost a decade now. This calendar is prepared at the beginning of the Academic year. Each department gives its inputs and list of experts to be invited, details of relevant films to be shown and visits to be planned which are all incorporated in the Academic Calendar. Tentative dates for exams, question paper patterns, and faculty wise teaching of the topics are all assimilated in the calendar. Due emphasis is laid on the revision of the important points of every Unit of the prescribed syllabus. Students are encouraged to ask questions, clear their doubts. Curriculum dispensation is not kept limited only to teaching of the syllabic material; it also encompasses social service, service to the nation, sports, co-curricular activities and cultural activities as well. And at end of the semester internal test is held. Moreover, the students are encouraged to participate in NSS, Sports, and other co-curricular activities for their all-round development and for bringing out their latent potential. For the same, notices are circulated well in advance; and the Faculty members too orient the students to participate actively. In the Youth Festival organized by the affiliating University, the college participates in nearly 10-12 events. Over the years, our students have won a number of prizes. Thus, the objective of the College is to encourage the students to develop their overall personality, and to prepare themselves to meet with the challenges of life and also to enable them to learn organizing skills through their participation in NSS, Sports and Cultural activities.

#### 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
Certificate Course In Handicraft workshop	Certificate Course In Handicraft workshop	08/07/2019	6	Students can become economically self-reliant by self employment by making pickle, jell jam, marmalade, syrup and tomato catchup, squash	To develop the skill of saving the food from becoming stale and the skill of food preservation
Certificate Course in English Basic Communicative skills in English	Certificate Course in English Basic Communicative skills in English	01/08/2019	71	Employability as students become proficient in English and can be eligible for a good job	LSRW Skills for language

Language. Language.

as English is an International language, Moreover they can become self employed if they choose the career of a guide in tourist places and at archeological site

## 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
<a href="#">View File</a>		

### 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
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	75	Nil

## 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
Foundation - 101 Adikavya Ramayan	12/06/2019	458
Stress Management	19/11/2019	458
The History of Ahmedabad	12/06/2019	458
Travel and Tourism	19/11/2019	458
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	Nil
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

#### Feedback Obtained

Feedback is crucial for the improvement in academic and administrative quality of the college. Hence it is taken earnestly by the institution and the responses are taken into consideration to implement the suggestions of the various stakeholders. Feedback is taken every year by the college from the students since 2011. But previously it was taken manually. But with the advancement in technology now it is taken by sending the Google Feedback forms in the Whatsapp groups of all the classes of the students of all the disciplines. Then the statistical analysis is taken into consideration by the institution. According to the analysis the Principal instructs the faculty members and the administrative staff to take into consideration the responses of the students as well as various stakeholders and to implement the needed amendments so as to bring about the qualitative improvement. The feedback of the current students, alumni, parents/guardians is taken. The feedback contains two things i.e. the feedback about the overall performance of the faculty members and general feedback about the college like their experience with the administrative staff and infrastructural facilities. 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 to students (4) teacher's approach to students (5) teacher's ability to generate interest of students (6) teacher's ability to relate the topic with the current issues in the contemporary perspective (7) teacher's availability for consultation (8) teacher's domain knowledge (9) teacher's sincerity and commitment (10) teacher's overall evaluation. The general feedback from parents/guardians contains (1) Principal's approach towards students (2) overall teaching quality (3) library facility (4) administrative staff (5) basic physical facilities. The feedback helps the principal and the management make changes in the strategy of 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	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English	120	105	105
BA	Guajarati	240	235	235
BA	Home Science	120	44	44
<a href="#">View File</a>				

### 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	Number of students enrolled in the institution	Number of fulltime teachers available in the	Number of fulltime teachers available in the	Number of teachers teaching both UG



	(UG)	(PG)	institution teaching only UG courses	institution teaching only PG courses	and PG courses
2019	967	269	13	6	6

### 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
13	13	37	3	1	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

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 A.M. and 11.30 A.M. in the Language Lab and express and share their problems. Every year Thalassaemia test is conducted for the First Year students and those students who are detected Thalassaemia minor are instructed to come again with their parents/guardians on a scheduled day and expert medical counselling is given to them. 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 students' problem. This yields positive outcome. In addition to becoming 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 modernity. 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 like 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 endeavoring to find out still better means of redressing the problems and to try to be more helpful to the needy students in the utmost possible way so as to serve the purpose of the cell in the letter and spirit.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
967	13	1 : 74

### 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
15	13	2	Nil	8

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
2020	Nil	Nil	Nil
<a href="#">View 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 examination
BA	11	6	19/09/2020	28/10/2020
<a href="#">View File</a>				

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

In the formal system of evaluation, the College has formed an Exam Committee which takes care of the Evaluation system. The students are informed about the Internal Exams at least a month in advance. A notice for the same is circulated and faculty members convey the same orally too in their respective classes. The teaching staff is told in advance about the date of submitting the checked answer sheets. In addition to holding the regular internal test in the conventional method the students are evaluated by some other informal methods also continuously during the academic year. These methods are like group discussion, oral test, unit test and open book exam. Because of these methods, students are encouraged to interact properly and are also constantly eager to manifest better and better performance. Moreover they keep revising the taught topics with a view to improve their performance continuously in all the kinds of tests. And informal tests like group discussion instil confidence in the students and they develop better expression skills. And the method of revision after a week or ten days is in the interest of the students as they can remember all the points of a particular unit merely by their regular attendance and attentiveness. It also helps create healthy atmosphere of competition for learning in an informal manner. Faculty members also guide the students to write assignments and give class presentations as part of their syllabic course. From content of the assignments/presentations to the varied aspects of soft skill associated with them, the students are given training for both. Faculty members also obtain question papers of the previous years' exams from the University website and discuss them with the students, so that for the final University evaluation the students are well prepared. Its apparent that a student must be continuously evaluated so that she is well prepared in the said subject. Hence, an attempt is made to improve the evaluation system thus enabling the students to grasp the matter completely.

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

The Academic Calendar for college is prepared every year in accordance with the University Academic Calendar which is common for all the affiliated colleges. The list of the programs to be organized during the whole year from time to time is displayed with dates. These programs are academic, cultural, of sports and the programs of the celebrations of various days. The purpose of preparing this list in advance is to apprise the students of the programs to be organized during the year so as to enable them to prepare themselves for active

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 programs 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 program for welcoming the freshers is organized. Then the Registrations for N.S.S. are done. The program of the celebration of the establishment of Gandhinagar city is organized and the Teachers' Day is also celebrated on Sept. 5. Every year some special programs like the celebration of various days, the Annual Talent Day- which provides the students a very good platform to display their talent which in addition to presentation of cultural programs by the students the program 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 or international level is also organized and such students are felicitated with prizes and certificates. Some additional programs 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 list prepared in advance.

## 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.pkcmacollege.com/students/program\\_outcome](http://www.pkcmacollege.com/students/program_outcome)

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
011	BA	Gujarati	147	145	98.64
011	BA	English	93	87	93.55
011	BA	Home Science	24	24	100

[View File](#)

## 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://pkcmacollege.com/students/feedback>

## 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
Nil	00	00	0	0

[View File](#)

### 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
Nil	Nil	

### 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	Nil	Nil
<a href="#">View 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	Nil	Nil	Nil
<a href="#">View 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
English	1

### 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)
Nil	Nil	Nil	00
<a href="#">View 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
Sanskrit	4
<a href="#">View 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	Nil	Nil	Nil	Nil
<a href="#">View 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 citation	Institutional affiliation as mentioned in the publication

Nil	Nil	Nil	Nil	Nil	Nil	00
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
Presented papers	1	9	1	Nil
Attended/Seminars/Workshops	Nil	2	Nil	Nil
Resource persons	Nil	Nil	1	2
<a href="#">View File</a>				

### 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
"A Rally for Blood Donation Awareness" (14/06/2019)	Rally was conducted by the volunteers for Blood Donation awareness	1	17
<a href="#">View File</a>			

#### 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	Nil
<a href="#">View File</a>			

#### 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 participated in such activities	Number of students participated in such activities
CWDC Resource person Lecture	-	A resource person lecture by Mr. Bipinbha inSathvara on Art of painting, Sketch and Career in Painting Art	6	40
CWDC Tree Plantation	Gandhinagar Municipality Corporation	Tree Plantation	13	120
CWDC Women	Gujarat	Active	6	379

empowerment Week	Police	Citizen awareness program in collaboration with Gujarat Police		
CWDC Women empowerment Week	Apollo Hospital	Organ Donation Day celebration	Nil	289
<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
Faculty and Student Exchange Program: Dept. of English, Sanskrit and Gujarati	53	Nil	6
<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
Nil	Nil	Nil	Nil	Nil	00
<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
Gandhinagar Charitable Trust Sanchalit Samarpan Arts and Commerce	17/06/2020	Faculties and Students Exchange Program	1
<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
7350000	7023477

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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Seminar Halls	Newly Added
<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 partially)	Version	Year of automation
SOUL 2.0	Fully	2.0.0.12	2009

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2917	294562	63	9738	2980	304300
<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
NIL	NIL	NIL	Nil
<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	38	25	1	0	0	8	5	50	0
Added	0	0	0	0	0	0	0	0	0
Total	38	25	1	0	0	8	5	50	0

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

50 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
Blog by Dr. Meena Vyas for Sanskrit study material	<a href="http://pkchaudhariartscollage.blogspot.com/">http://pkchaudhariartscollage.blogspot.com/</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	200000	223829
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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)

The area of campus is 4.45 acres. From a single college offering a degree in Humanities, the Management body now has augmented degree colleges for commerce, education, computer applications, and also the Masters Programmes in Management and Computer Applications. The policy is to keep the whole campus including buildings, canteen, the ground and the stage keep absolutely neat and clean. The policy is as under: In the beginning of the financial year, the management decides to undertake various projects for maintenance of the physical facilities of the campus. For the maintenance of physical facilities the Hon. Management of the institution had allocated a budget of Rs. 10,00000/- for the financial year 2018-19. Hence an expenditure of Rs. 10,13897/- was incurred for converting three present classrooms into ICT enabled ones and also for the new construction of some additional washrooms, renovation of the existing washrooms, for purchasing a new water-cooler, and sports equipments. (1) Security Any Institution providing education to girls, should pay utmost attention to their safety and security. For that our management has initiated an installation of CCTV surveillance system in buildings, playground, corridors, and the campus. Security personnel are present round the clock, 365 days. The guards do not allow entry without I-cards to anyone, nor do they allow the boarders to leave the campus without authorization. (2) Physical facilities The College building has large airy classrooms, adequate tubelights, fans, comfortable benches and desks. Students' washrooms are constructed on every floor. An RO water plant has been installed. The Administration section is large so that students can queue up for filling forms etc. For the differently abled students, all the buildings are fitted with a ramp for easy access to the upper floors. (3) Academic and other facilities The students are encouraged to take utmost advantage of the academic and other facilities such as DELL computer lab, the StationE language lab, Library, reading room, room for cultural activities, playground for various sports activities, Home Science Laboratory and classrooms. The computers are maintained through an annual maintenance contract the Library is constantly upgraded with new books, magazines and newspapers. The laboratory for the Home Science department has the necessary equipments. These equipments are frequently upgraded. (4) Support facilities Support facilities in the campus are a hostel, a mess and a canteen. The hostel has 40 rooms for the College girls. The hostel building is equipped with LED bulbs the solar water heating system installed by the Trust provides hot water to hostel and the Mess. The hostel is cleaned twice every day. Two rectors are appointed by the Trust in the hostel. The canteen offers subsidized food to students. The canteen offers fresh and hygienic food with high quality ingredients and cleanliness. (5) Cleanliness The policy of the Management body regarding cleanliness is very clear. Disposing off the litter except in the dustbins is strictly prohibited. Dustbins are placed at proper places in the building. The campus is cleaned every day the buildings are swept and mopped every.

<http://pkcmacollege.com/about/infrastructure>

## 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	Kanya Shikshan Shahay	162	405000



<b>Financial Support from Other Sources</b>			
<b>a) National</b>	<b>Govt. Scholarships</b>	<b>785</b>	<b>2951630</b>
<b>b) International</b>	<b>Nil</b>	<b>Nil</b>	<b>0</b>
<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
<b>Yoga and Meditaion</b>	<b>15/06/2019</b>	<b>210</b>	<b>International Naturopathy Organization, Gandhinagar</b>
<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
<b>2019</b>	<b>Vikas Vartul Trust, Bhavanagar</b>	<b>46</b>	<b>46</b>	<b>Nil</b>	<b>Nil</b>
<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
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

## 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
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>GOVERNMENT COMMERCE COLLEGE, SECTOR - 15, GANDHINAGAR</b>	<b>138</b>	<b>Nil</b>
<a href="#">View File</a>					

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

Year	Number of	Programme	Department	Name of	Name of
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	students enrolling into higher education	graduated from	graduated from	institution joined	programme admitted to
2019	73	B.A.	English Literature Gujarati Literature	P.G.Centre of Sh. P.K. Chaudhari Mahila Arts college, Gandhinagar	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
SLET	2
Any Other	8
<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
Group Dance	University Level Youth Festival	18
Special Olympic	District	457
Kala Mahakumbh	Zonal	10
Essay Competition	Inter- college	48
<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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Silver Medal	International	1	Nil	1103	Chadhari Hetal Amrutbhai
2019	Silver Medal	National	1	Nil	1103	Chadhari Hetal Amrutbhai
2019	Silver Medal	National	1	Nil	1522	Chadhari Payal Laxmanbhai
<a href="#">View File</a>						

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 Council. This council is formed on the base of the merit of the students in Uni. Examinations. The Third year student who is the highest scorer in the University examination of Second year at college level is selected as the General Secretary (G. S.) of the

college. According to their interest the subsequent rankers are nominated as Class Representatives according to their merit and they function as various committee coordinators of the various committees like that of Library and Sports, and also render service as Cultural Secretary or Treasurer. Whenever some program is to be organized the C.R. serves as a coordinator among the students and the concerned faculties and thus they contribute their level best in making the program successful. The teachers also assign some tasks to the students and in this way they learn to take initiative in life and make growth.

This, certainly, helps the students in grooming their personality and in bringing out their latent potential. Their training and guidance based on their expertise as well as experience helps the students mould their career of their choice in accordance with their aptitude. The aim of the committees is to give liberty to the students to perform their best according to their interest and to instil 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. These Council Representatives also become helpful to the slow learners or the differently abled students whenever they are in need of any kind. Since the nomination of the G.S. is done on the basis of merit no election is held and the ambience of the institution remains quite harmonious as elections create an atmosphere of unhealthy and unscrupulous practices which result into long lasting enmity among the students sometimes resulting into hazardous consequences.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

225

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Three Meetings held on 3rd June, 2019, 2nd Dec 2019, and 12th Dec 2019 Program for the Silver Jubilee organized get to gather program of all the alumni of last 25 years of this institution on 22 Dec 2019 in the presence of Pro V.C. of Gujarat University Dr. Jagdish Bhavsar to celebrate the Silver Jubilee Year of the institution and to greet those alumni who have carved their own niche in various professions and who hold positions of repute in Government service or in Private Sector and have made their alma mater proud.

### 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)

In an academic Institution, the end-user is of course the student. All the policy decisions, and Management systems should be in place to facilitate the students. Management and the Principal do interact with the students from time to time, but most of all, it is the Faculty members who are in direct contact with the students on a daily basis. The Counselling Cell, CWDC, the Mentoring Cell and the various committees formed at the College, constantly take feedback from the students regarding the education being offered, their specific socioeconomic condition, financial situation, difficulties, if any, in

obtaining further education and a host of other issues. The Management reviews these feedback sessions with the Principal and the Faculty members in the monthly meetings. In a series of meetings, a particular case that came up was that of the students finding it difficult to convince their parents/guardians to send them to some other College or University to pursue the Masters' Degree. The amicable environment of the College, the safe and secure campus premises, and the degree of comfort enjoyed with the Faculty members are factors that made the students wish to continue with the M.A. Programme within the College. Infrastructural facilities, like the Library, the large airy classes, and neat and clean campus aid better learning experience. Keeping this view in mind the Management took a major decision to start with the PG centre in the College. In the year 2012, the permission for P.G Centre was sought and given for the subjects of English and Gujarati. It was decided to fund the P.G. Centre till the time the Government released the grants. Since 2012, the P.G. Centre has been successfully offering Masters Programme. This is one example of participative management. Another important feedback that was collected and conveyed to the Members of the Trust, was about the financial implications of studying in a hostel and paying fees for the same. Since most of the girls in the hostel are from rural areas and from economically deprived backgrounds, it was indeed a challenge for them to continue to study while staying in the hostel. When this feedback reached the Management, it was collectively decided to give a further subsidy to the students of the College staying in the hostel. For the same, each students of the College staying in the hostel was given a financial aid of Rs.2500/-. The hostel staff - rector and the floor managers - were the first ones to report about the financial trouble the students were facing. The Management of the College took a serious note of such a feedback and then offered the said financial aid. The aid has really facilitated the students and they can now pursue their higher education with a peaceful mind.

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

Yes

## 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
Industry Interaction / Collaboration	During the Placement fairs organized by KCG once in a year mostly around January-February our faculties visit various industrial units or corporate offices to persuade the H.R. Head to participate in the fair and to hold interviews of our Final Year students for recruitment in their offices for the vacant positions. And we provide them the list of our Final Year students with their Resume to take into consideration for future requirement of human resource.
Curriculum Development	Our task of curriculum dispensation is to strike a balance between the local environment of some of our students with rural background and the global contemporary scenario. Each department plans the effective dispensation of the curriculum in three stages- basic understanding of the

topic on hand, interactive sessions and finally a short question and answer round. In the second stage, use of technology like PPT presentations, showing of films, taking students to field trips if required, inviting experts to talk on the relevant topics. Documented planning done in each semester at the beginning is submitted to the Principal.

#### Teaching and Learning

Teaching any subject or topic should ideally be done keeping the grasping level and interest of the of the learners in mind. Hence the faculties try to know the level of the students in the new class and students are encouraged to ask questions, to clear their doubts. Curriculum dispensation is not kept limited only to teaching of the syllabic material it also encompasses social service, service to the nation, sports, co-curricular activities and cultural activities. Emphasis is also laid on adopting the interactive method to enable the students to reflect upon the topic from all the aspects and respond instantly.

#### Examination and Evaluation

In addition to holding the regular Internal test in the conventional method the students are evaluated by some other informal methods also continuously during the academic year. These methods are like group discussion, oral test, and unit test. Because of these methods, students are encouraged to interact properly and are also constantly eager to manifest better performance. Moreover they keep revising the taught topics with a view to improve their performance continuously in all the kinds of tests. And informal tests like group discussion instil confidence in the students and they develop better expression skills.

#### Research and Development

Teachers are encouraged to participate in seminars and workshops and present papers and to get their research papers published in UGC CARE listed journals in their respective disciplines. They are also encouraged to write either books based on the co-curricular topics or relevant to their Research area. And those teachers who are yet to obtain Ph. D. degree are encouraged to pursue the same for their own academic progress and enrichment of

	<p>their discipline in the interest of the students. And they are also encouraged to undertake major or minor research projects in their disciplines.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The college library is automated with ILMS software 2.0. The newly admitted students are apprised of the significance of the use of library and reference books and to avail utmost of the borrowing facility. They are taken to the formal visit of the library as soon as their classes start and guided to use it for their knowledge enhancement and enrichment. Students are taught with the help of ICT tools like You tube videos or PPTs. Three conventional classrooms were converted into ICT enabled classrooms. Physical Infrastructure is maintained well and augmented when required with the help of generous assistance from our visionary Management.</p>
<p>Human Resource Management</p>	<p>The visionary and foresighted Management of the institution lays adequate emphasis on the sensitive aspect of Human Resources as it is crucial for any organization to function well in the direction of its vision and mission only with the help of potential human resource. Hence our Management holds regular periodic meetings with the head of institution and remains apprised in this regard and makes suggestions for their betterment and for proper and dignified demeanor with one and all.</p>
<p>Admission of Students</p>	<p>Centralized online admission procedure has been implemented for the last few years by the affiliating University, i.e. Gujarat University, which is quite transparent and the students are allotted the college of their choice on the basis of the merit list. And after the completion of the online rounds the University allows the affiliated colleges to fill the vacant seats through offline mode.</p>

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

E-governance area	Details
<p>Planning and Development</p>	<p>The academic and administrative staff has been using since long the various platforms of advanced technology like email, social media and college website for various academic or administrative tasks like updating their admission</p>

	status or for issuing T.C N.O.C Bonafide certificate and attempt certificate, for preparing their question papers of Internal test in soft copy and for preparing Internal test result.
Administration	The whole process of admission is online and transparent. The software used for the same is First Computer since 2001 A.D. Most of the administrative tasks like updating the admission status of the students or of issuing T.C N.O.C Bonafide certificate and attempt certificate and of preparing Internal test result are done through a computerized process which helps in speedy and smooth functioning of administration.
Examination	All the internal test papers are prepared in soft copy and then the print out of the same is taken. The result is also prepared in the computerized manner with the help of the software named 'First Computer' which has been functional since 2001.
Finance and Accounts	Tally software is used for finance and accounts for the last ten years. Various accounts like that of the fees of U.G. and P.G of N.S.S of UDISHA, and of Saptadhara are maintained through this software.
Student Admission and Support	The affiliating University has made centralized admission process mandatory. But whenever the students approach either the administrative staff or the faculties regarding some query they are guided and helped in every possible proper manner to support them in their own institution.

### 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
2019	Nil	Nil	Nil	Nil

[View File](#)

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	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching
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	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2019	PFMS Training by Dr. Umesh Tarpada	PFMS Training by Dr. Umesh Tarpada	23/10/2019	23/10/2019	13	4
<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
Nil	Nil	Nil	Nil	0
<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
12	12	5	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Nil	Nil	Kanya Shikshan Shahay 151 students Amount Rs. 377500.

## 6.4 – Financial Management and Resource Mobilization

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

Ours is a grant-in-aid Institution, run by the Akhil Anjana Kelavani Mandal (Education) Trust, a Trust dedicated to the cause of especially girls' education. The salary of the Faculty members and of the Administrative Staff is paid by the Government as ours is a grant-in-aid institution. However, there are many operational costs that the Management has to bear. So, both the internal and the external audits are conducted by the College each year. As of now, there haven't been any audit objections raised by the Chartered Accountants firm hired by the College. Each year, the audit is carried out at least once during the financial year. An institution can progress well if its financial position is sound and the transactions fully transparent. 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/ Grnats received in Rs.	Purpose
Nil	0	Nil
<a href="#">View File</a>		

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	No	Nil	Yes	IQAC
Administrative	No	NIL	Yes	IQAC

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

08.08,2019 : A meeting with the parents to apprise them of faculties, academic work, rules and regulations of the institution, and about sports and other extracurricular activities. To apprise them of the security arrangement in the Institution. 12-12-2019 : Most of the alumni whose contact nos. were available were invited on the occasion of the celebration of Silver Jubilee of the institution for a get together program and to greet them for their achievements in various spheres of life.
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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)

Arranged a five Days Yoga workshop for hands-on training of Yoga to the students by Yoga experts Arranged Subject Experts and Resource Persons Lectures for the students benefit Arranged a program of awareness on Organ Donation
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
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
2019	Celebration of Women Empowerment	01/08/2019	01/08/2019	01/08/2019	379

	Programme				
2020	Faculties and Students Exchange Programme with another institute of Higher Education	27/01/2020	27/01/2020	01/02/2020	53
<a href="#">View File</a>					

## 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
Celebration of Women Empowerment Week Programme	01/08/2019	14/08/2019	379	5
Legal counselling Workshop	12/08/2019	12/08/2019	279	5

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
- Yes, we have been using solar system for last 5 years. We have been equipped with solar panel for hostel electricity consumption and for the campus also. We have been using LED bulbs and sticks for saving electricity. - Institute had designed water conservation well for conserving monsoon water on the campus. - Approximate 40 percentage on hostel campus and 40 percentage of electricity conserved on college campus due to the alternative energy initiatives.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	Nil
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nil
Rest Rooms	Yes	1
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

#### 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
<b>No Data Entered/Not Applicable !!!</b>							
<a href="#">View File</a>							

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	Nil

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

Activity	Duration From	Duration To	Number of participants
National Nutrition Month Celebration	03/09/2019	03/09/2019	46
International Yoga Day Celebration	21/06/2019	21/06/2019	125
<a href="#">View File</a>			

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

New saplings planted every year in every rainy season and complete care taken to preserve them. • Two gardeners employed on adhoc basis to take care of the plants and garden on regular basis. • Got installed the alternative energy system like solar system on the campus. • Each classroom facilitated with a dustbin so that the students use it for throwing the litter. • Augmented the use of LED lights for energy saving.

### 7.2 – Best Practices

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

(1) Our Hon. Management felicitates International gold medalist player/s of our institution every year with a cash reward of 10000 Rupees every year. Our student of B.A.SEM. IV, Chaudhary Hetal Amrutbhai, who was one of the players of the team which won silver medal in Volleyball game at the international level tournament played at Pokhara in Nepal in December, 2019 has been felicitated with a cash reward of 10000/- Rs. by the Hon. Management as a part of the policy of encouraging the promising players for their further progress to manifest their best potential. (2) Our institution hosts Khel Maha Kumbh- A mega sports event for the differently-abled children from the schools of city as well as the children from the school of the surrounding villages organizing a three-day Sports Event for the Differently abled, which includes the deaf dumb children too. The objective of this noble practice is to create a platform to assimilate the differently-abled children of society into the mainstream. We wish to send a strong message to society at large that in the march of the nation towards progress, the differently-abled should not be ignored or sidelined. A nation can succeed and become powerful only when an all-inclusive progress and development is aimed at as merely exclusive push to a few

privileged of the society will never yield rich results, and the society will not remain together as a united force, as was visualized by Gandhiji. The last three decades have witnessed the nation progressing towards new horizons as globalization and liberalization were first introduced in India at that time.

The nation opened its gates to the world, and the exposure of the citizens optimized. Technology became the order of the day and billions of Indians came out from the shadows of ignorance. However, in this energized atmosphere we cant be indifferent and insensitive to the plight of the differently-abled. Our College realized that education in the real sense is not just a formal degree on paper, but it is an effort to sensitize the youth towards the weaker sections of the society and to strengthen them. The Government will do its bit, but as a part of society, as an educational Institution, we thought that we have to come out and do something concrete for the betterment of society. With

liberalization policy the nation opened her gates to the world, and the exposure of the citizens optimized. Our College realized that education in the real sense is not just a degree on paper, but it is an effort to sensitize the youth towards the weaker sections of the society and strengthen them. The

Government will do its bit, but as part of society, as an educational Institution, we thought that we have to come out and do something concrete for the betterment of society. Each year, in the month of December or January, as the academic calendar permits, the College decides to hold the three day Sports Festival for the Differently-abled. For the same, a circular is sent out to all such organisations in the city which provide special education to the differently-abled. Word-by-mouth is also spread around. Over the years this event has become so successful that we have begun to receive queries from interested participants in the month of November. A detailed plan is chalked out and a three-day mega event is organized. Various sporting events like athletics, kho-kho, kabaddi, cricket, long jump, high jump and others are arranged. The College playground is prepared well in advance. Messages are sent to the organisations that provide education to the differently-abled much in advance for registrations as they are done in advance for every sporting event. The students from the College enroll as volunteers, and help in making entries, directing and assisting the students to the ground on the days of the event, helping them compete, keep the time, select the winners, note down their names, and help them on the podium and many other things. The Faculty members also participate enthusiastically in the organization of this Sports Event. The

Volunteer students are provided badges by the College. They arrive early in the morning at the Campus, and as per the duties allotted to them, they spread out and take charge. There is a special team which is always ready with a first-aid kit some students are involved in measuring the events like long- jump, high-jump, shot put etc. The Director of Physical Education, is in over-all charge of the Event. He does all the planning along with the Principal and the committee in charge of this Event. The College invites all the members of the Governing Body to grace the Inaugural and the Closing Ceremony of the Games.

The participation every year in the Games has been steadily on the rise. For the differently abled children (up to the age limit of 22), this is a rare kind of opportunity, which is generally not to be had during the year. A large number of participants therefore register as soon as the dates of the Games are announced. The local press has also covered the event on a number of occasions.

The increased number of students from the College who enlist as volunteers is also an evidence of how successful this practice has been. The volunteers have to display patience and warmth towards all the participants so that the Games are conducted in an amicable atmosphere. The guardians and teachers of the participants have also begun to attend the events to cheer their ward/student. From the very outset, the idea of organizing a Sports Event for the differently abled did not go down very well with everyone. It was naturally thought to be deficient in terms of organizational value and interest shown in it by participants. Paucity of funds was of course the biggest barrier. But

collectively the vision of the entire Teaching Staff of the College and that of the Principal persisted and the Games were organized. In the first year, there were undoubtedly lot of teething troubles. Low participation was also a factor. But this did not deter the College from organizing it the next year as well. Since then, it has become a yearly event. A sizable amount of man power is required as each year the number of participants has been increasing. The facilities like refreshments, clean drinking water, washroom facilities, parking and all such other required facilities have to be considered and appropriate arrangements have to be made in advance to arrange the mega event successfully. (3) Our N.S.S. Volunteers teach the primary school students of slums in the surrounding every year. In the year 2019-20 also they had carried out this noble duty in the first Semester till December-2019 as it was infeasible to continue it later on in the ensuing Semester in the wake of the outbreak of the pandemic Corona in December -19 all over the world. (4) Our institution arranges a Faculties and Students Exchange program for a week every year in collaboration with another institution of tertiary education in the city for the benefit of the students of both the institutions.

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

<http://pkcmacollege.com/Departments/bestpractices>

### 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

From the Central Government to the State Governments all over the country, the slogan that has captured the nation's imagination is 'Beti-bachao', and 'Beti padhao'. As a College that provides education to the girls of the state, it is indeed looked upon as an opportunity to contribute to the nation's progress. The vision statement of the College from the very outset makes it clear that the effort is to provide education in such a way that it enables our students to become responsible and sensitive citizens of the nation. When the visionaries who set up this college, first thought of an educational Institution, they immediately of coming up with a College for girls only. Their effort was to, and has always been, to carry forward the vision of Gandhiji, that in the empowerment of women only lies the progress of the nation. Education is however, not achieved overnight. It is a long process. And it only spreads further if it is given to the others as well. Education is a constant exchange of knowledge, a give and take of information. It cannot be spread if an educator confines himself/herself in a closed ivory tower. At our college too we believe in the same ideology. For this reason, we have been very active in spreading awareness regarding girls' education. Not only within the college premises, but in the neighboring communities also, we keep on spreading the message about educating girls. For this, the College has an understanding with a few schools in the vicinity of the College. They invite students from our College to go to these schools regularly and teach a particular subject, mostly either the languages or the social science subjects. The students of our college who go thus to teach at the schools, not only teach the given subject, but also informally encourage and inspire the students to obtain a degree of higher education. They explain the significance of higher education in today's world, both for gainful employment and for being able to differentiate between right and wrong. This practice has been going on since the last five years now. The students of our college in turn gain very useful insight and experience of teaching. They understand the problems of a teacher, and also of the taught. It gives them an insight in the way children have to be tackled, and of the ways teaching has to be made more interesting and attractive. The main purpose of the practice is definitely served, as the students of the schools get a

firsthand sharing of experience and knowledge from a person involved in higher education.

Provide the weblink of the institution

<http://pkcmacollege.com>

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

Systematic planning for any significant work to be carried out in any sphere of life is a prerequisite and it always plays a crucial role in the effective and desired execution of the work in question but for which the work may be done haphazardly and clumsily just for the sake of doing it as a ritual rather than as a pious duty to be performed pouring one's heart into it. Hence apparently we as an institution of tertiary education do not understand our accountability and the significance of a good planning to be chalked out in advance for any program so as to achieve the desired outcome. The whole world has been afflicted by the pandemic Covid-19 since December, 2019. Every sphere of life has been affected adversely and education is not an exception rather it is badly affected from the elementary level to tertiary level world over. Hence class room teaching in the physical mode has been banned all over the world for an uncertain period of time in the wake of the lockdown clamped by the governments of the nations to save the citizens from getting infected by this epidemic and the only alternative to save the future of the students is to continue teaching them in the virtual mode so our institution has planned to impart education to our students from U.G. to P.G. fully in the virtual mode in the ensuing Academic year till the traditional mode of teaching in the physical manner normalizes. The common application suggested by the office of the Hon. Commissioner of Higher Education of Gujarat state is Microsoft Teams for all the institutions of higher education in the state and a team of experts will train virtually all the faculties for one day about all the features of this application. Thus our institution stands committed to its pious dedication of imparting education to all our students even amidst such an unprecedented global crisis for the whole mankind and not to let suffer the education and future of our students. Moreover, we also plan to arrange a week long Faculties' and Students' Exchange program with another institution of higher education in our town for the benefit of the students. Hence the students of both the institutions will be mutually benefitted by the expert knowledge of one another's faculties and the faculties also will have an advantage of better exposure in another institution of tertiary education. In the present academic year it was arranged in the physical mode before the outbreak of the pandemic Corona. The faculties of all the disciplines had visited one another's institution with a few of their students according to the week long Time-Table especially designed for this purpose. But in the present unprecedented situation of pandemic Covid-19 it seems to be infeasible. Hence we plan to arrange it in the virtual mode only. In case, the situation normalizes by the time of implementing this academic program the final mode will be decided according to the new situation.