Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**GANDHINAGAR CHARITABLE TRUST SANCHALIT SAMARPAN ARTS AND COMMERCE COLLEGE**
Name of the head of the Institution	**Dipak M. Pandya**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**091-7436069996**
Mobile no.	**9427026979**
Registered Email	**samarpannaac@gmail.com**
Alternate Email	**samarpancollege@yahoo.com**
Address	**Near KH-7 Circle, Sector-28**
City/Town	**Gandhinagar**
State/UT	**Gujarat**
Pincode	**382028**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Rajesh H. Mehta**
Phone no/Alternate Phone no.	**+917436069996**
Mobile no.	**7016304443**
Registered Email	**samarpannaac@gmail.com**
Alternate Email	**rhmehtasir@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://samarpancollege.org/wp-content/uploads/2021/05/SACC_AQAR_2018_19_HTML-1.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://samarpancollege.org/admission-calendar/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**1.96**	**2019**	**28-Mar-2019**	**27-Mar-2024**

6. Date of Establishment of IQAC	**23-Jun-2016**

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

Gujarati Bhasha Kaushal Workshop	19-Dec-2019 7	85
Organized a Faculty Development Programme on Quality Enhancement in Higher Education Institutions in association with Grand academic Portal (GAP) and Global Academic Assessment Consortium (GAAC).	26-Dec-2020 1	35
One day National level Workshop on Primer for Higher Education Teachers organized by Samarpan Arts and Commerce College, Gandhinagar and Grand Academic Portal (GAP).	11-Jan-2020 1	80
Department wise Student /faculty Exchange Program	27-Jan-2020 6	866
Industrial Internship Workshop at Madhur Dairy, Gandhinagar. (Commerce/Economics)	27-Jan-2020 6	70
Organized One Day Workshop with the financial help of Sanskrit Sahitya Academy, Gandhinagar, Gujarat.	04-Feb-2020 1	94
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Samarpan Arts and Commerce College	To host Uni. Zonal Youth Festival	Gujarat University	2019 2	320000
Samarpan Arts and Commerce College-NSS Unit	Activity Grant	Gujarat University	2019 365	22000
Samarpan Arts and Commerce College- NSS Unit	Grant to organize Camp	Gujarat University	2019 8	22500
Samarpan Arts and Commerce College	To host Uni. Zonal Youth Festival	Gujarat University	2020 2	80000

Samarpan Arts and Commerce College- Placement Cell	To promote placement of the students	KCG (Gujarat Govt.)	2020 365	50000
Sanskrit Department (Samarpan Arts and Commerce College)	To organize a workshop for the students	Sanskrit Sahitya Akademi, Gujarat.	2020 1	43436

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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)

Registration of Alumni Association of Samarpan Arts and Commerce College

Signed 7 (Seven) M.O.U.s with various prestigious institutions like Children's University, Shri P. K. Chaudhari Mahila Arts College N.G.O.s like Indian Red Cross Society, United Charitable Trust and Grand Academic Portal (GAP) – India and also established a linkage with Madur Dairy, Gandhinagar for Industrial Internship Workshop for the students.

Organized a state level workshop for the students of Sanskrit language and literature with the financial help of Sanskrit Sahitya Akedemi, Gujarat on 4th February 2020.

Initiated Faculty/Student Exchange programmes with two colleges.

Organized an in-house FDP in collaboration with GAP and GAAC on 26th December 2019, and organized ne day National level Workshop on Primer for Higher Education Teachers in association with Grand Academic Portal (GAP).

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 initiate the registration process for Samarpan Alumni Association.	Got egistration done bearing the name Alumni Association of Samarpan Arts and Commerce College
To sign-up more MoUs for overall student development. (for Students Exchange Programme, Teachers Exchange Programme, Internships or industrial training, Social responsibility awareness etc.)	Signed 7 (Seven) M.O.U.s with various prestigious institutions like Children's University, Shri P. K. Chaudhari Mahila Arts College N.G.O.s like Indian Red Cross Society, United Charitable Trust and Grand Academic Portal (GAP) – India and also established a linkage with Madur Dairy, Gandhinagar for Industrial Internship Workshop for the students.
To impart scholarships/freeships to meritorious students and economically backward students through the channel of Alumni Association.	As the registration process took much time, formalities of opening a bank accout could not be completed in the month of March 2020. Then lockdown situation prevailed. So we could not give the scholarships/freeships.
Criterion-wise data collection responsibilities to be assigned to different teachers. The practice would help the IQAC Coordinator at the time of AQAR and SSR submission.	To practice the decentralization and participative management, we assigned duties to seven teachers to look after one criterion each. It really helped us a lot.
To provide financial support to the teachers and students to attend academic seminars/workshops.	Nine teachers took benefit of the scheme. The college reimbursed Rs. 5200/- to them. Four students of took benefit of the scheme. And the amount reimbursed is Rs. 2000/-.
[View File](#)	

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

Name of Statutory Body	Meeting Date
Board of Governance, Gandhinagar Charitable Trust	27-May-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	**Yes**

AISHE:	
Year of Submission	**2020**
Date of Submission	**28-Jan-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The institution has partial MIS. The institution uses an ERP from Nextgen Softwares, Ahmedabad. The ERP supports our advanced mobile application and college management software installed in admin office systems. Almost all aspects of internal examinations are covered in this. As per the affiliating university guidelines, we have to follow the online admission process. Our MIS becomes so helpful to us for data storage and future use of the same data, particularly of enrollment, internal examination marks, and examination form submission. Secondly, the college management has installed 61 CCTV cameras and 5 DVRs for due surveillance of the campus and the safety of the students. For internal communication among the admin staff and teachers, teachers and students, the Principal and other stake holders: we use various virtual platforms like emails, social media platforms. The institute has its own Facebook page, subjectwise and committeewise Whatsapp groups which are maintained and teachers are instructed to make optimal use of ICT facilities for their teachinglearning process.**

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

The College, being affiliated to Gujarat University, strictly adheres to the curriculum designed by various Boards of Studies of the university. In order to operationalize the given curriculum, the college prepares an academic calendar in the beginning of the year which is in accordance with the academic calendar declared by the university. The IQAC along with Academic CalendarPlanning Committee chalks out an action plan. The academic calendar, comprising of various activities to be undertaken throughout the semesters is made and the students, faculty members and other stake holders are informed about the same.

Time tables ofB.A andB.com Programmefaculties are prepared covering all the courses – Core, Elective, Foundation and Soft Skills. The number of lectures depending upon the credit points are arranged in every course. The strategy of completing the syllabus includes Lectures, Teaching through PPTs,Groupdiscussion, Unit tests, Assignments, SEP-FEP,Industrial Internship and study/educational tour, Projects, wallpapers, charts and posters. A meeting of all the Heads of the Departments is convened by the principal for the effective implementation of the curriculum. If the syllabus of any course has been revised, theconcernedteachersare informed. All the teachers are advised to look up the university website to keep themselves abreast of latest developments in the curriculum of their courses.The Principal, along with the Library Committee, makes sure that textbooks prescribed in various subjects are available in the college library in the beginning of the academic year. An inductionprogramme for the newly admitted students is organized by the collegeIQAC/Departments at the start of the new academic year in which the students are informed about the functioning of the college, resources available to them and expectations from them in realizing the stated objectives of the institution. The vision and mission of the institution are displayed in the college premises in such a way that the students read them properly and realize their responsibilities in fulfilling the goals of the institution. The meetings of the Principal with faculty members are held periodically with the sole intention of improving teaching-learning process and soliciting suggestions. Teachers are encouraged to organized &to attendFaculty Development Programs to augment their teaching-learning skills aimed at effective curriculum delivery. The college also organizes in-house FDPs to train teachers in imparting classroom lessons through ICT tools effectively. The Principal regularly shares feedback of students and faculty members with the Management of the institute for ways and means to enrich curriculum delivery process and the Management provides all support for the same. Syllabus oriented Expert/guest lectures are organized by various departments so that students can explore the topic at hand in depth. Student Development Programs (Vidyarthi SajjataShibir) are also organized by thealldepartments in which students from other colleges andtheir teachers are also invited. The students learn the topics prescribed in their syllabus from invited eminent professors.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
00	00	Nil	00	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	English	14/11/2019
BA	English	12/06/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	Nil	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	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
Human Ethics in Society	12/06/2019	99
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Economics	83
BA	Economics	31
BCom	Accountancy	39
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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 by the end of the academic year by the college from the students, teachers and alumni. Then the statistical analysis is made by the institution. On the base of 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. The students' feedback contains two things i.e. the feedback about 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 alumni contains (1) Principal's approach towards former 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	99	99
BA	Gujarati	120	120	120
BA	Sanskrit	120	115	115
BA	Economics	120	119	119
BCom	Accountancy	150	162	162
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1533	Nill	14	Nill	3

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	Numberof smart classrooms	E-resources and techniques used
18	15	2	2	Nill	Nill
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)

All the teachers of the college are mentors of the students. As such we haven't made formal divisions of mentor-mentee. Informally, the students are allowed to contact any teachers for theirs problem-solution. The teachers help 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. The teachers 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 teachers 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. The CWDC frequently arranges programme on gender sensitization that helps the students to secure their social equality/identity. The members of CWDC 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 their role in the modern society. The needy students are also provided financial assistance without any sort of discrimination like faith, caste or creed. In other words, the college management tries to create a sense of trust in the minds of students 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 college. 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. To put it into a nut cell, the teachers 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 mentoring system in the letter and spirit.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1533	17	1:90

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
17	16	1	2	10

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
2019	Dr. Dipak M. Pandya	Principal(in-charge)	Board of Studies, Childrens University, Gandhinagar.
2019	Dr. Nitendra Patel	Associate Professor	Board of Studies, St. Xaviars College, Ahmedabad.
2020	Dr. Nitendra Patel	Associate Professor	Samarpan Gaurav Sanman
2020	Dr. Rajesh H. Mehta	Associate Professor	Samarpan Gaurav Sanman
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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
BCom	01	1	27/11/2019	30/12/2019
BA	13	1	27/11/2019	27/12/2019
BA	05	1	27/11/2019	27/12/2019
BA	04	1	27/11/2019	27/12/2019
BA	01	1	27/11/2019	27/12/2019
		View File		

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

From the current academic year, the college has adopted Unit Test Examination system to boost Continuous Internal Evaluation in which the students are evaluated at regular interval throughout the semester. It is mandatory for every student to take the examination. Four Unit Tests are held in each subject throughout the semester of one hour each. Out of 30 marks granted by the college for internal evaluation, 15 marks are allocated on the basis of a student's performance in the Unit Test 10 marks are given for Assignments and 05 marks are given on the basis of classroom attendance of a student. 75 classroom presence is mandatory for each student as per Gujarat University norms. Students with less than required attendance are supposed to take the Improvement Test at the end of the semester. The students who have appeared in the Unit Test and are not satisfied with their performance can also opt for the Improvement Test and their highest score from either of the examinations is counted for the Internal marks. Students have to submit their assignments after the completion of a Unit in their respective subjects. The dates are announced well in advance to deposit their assignments. Teachers assess the assignment and return the same to the students with comments marked in it. So, the students write their assignments and get regular feedback from their teachers throughout the semester which help them out in preparing for their University examinations. The college continuously monitors the progress of the students by their performance in the unit tests and assignments. A copy of the results is also kept on the notice board of the college.

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

In order to enhance the teaching – learning process, a healthy learning environment is created in the college. The college begins its session of teaching after it receives the academic calendar of the University at the beginning of the academic year. On the basis of this calendar, the academic calendar committee prepares its own academic calendar. This calendar includes the probable dates of academic sessions of different semesters, tentative schedule of examinations, Annual function of the college, list of holidays, various activities to be held during the year, celebration of Culfest week, celebration of Teacher's Day, Yoga Day and any other activity that is of prime importance. On the basis of academic calendar of the college, every department prepares its own departmental academic calendar containing details of seminars and workshops to be conducted during the year, arranging lectures by expert faculties, organizing educational tour, planning departmental activities, chalking out student-oriented activities and analyzing feedback of the students. A copy of the academic calendar prepared by the department is submitted to the Principal of the college. The Heads of the departments convene a meeting with their respective faculty members for the effective implementation of the academic calendar. The Evaluation methods are communicated to the students at the beginning of the academic year. The information consisting of: • The scheme of marks regarding the University exam and the internal exam is conveyed to the students. • The details of the curriculum and the weightage of each unit are given to the students. The information regarding their assessment through unit tests, internal tests, class tests, assignments is conveyed to the students.

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)

https://samarpancollege.org/wp-content/uploads/2020/08/Programme-Outcomes.pdf

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage

Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
01	BA	Sanskrit	37	29	78
04	BA	English	78	51	65.38
05	BA	Gujarati	99	86	86.86
13	BA	Economics	88	82	93.18
01	BCom	Accountancy	147	117	80

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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)

<div align="center">https://samarpancollege.org/wp-content/uploads/2020/12/SSS-19-20.pdf</div>

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
Nill	00	nil	0	0

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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
One Day National Level Workshop on Primer for Higher Education Teachers	Commerce	11/01/2020

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
Degree of Ph.D.	Dr. Nitendrakumar Patel	Gujarat University	22/08/2019	Doctoral Research in Economics
Degree of Ph.D.	Dr. Asadulla Syed	Gujarat University	04/03/2020	Doctoral Research in English

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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
00	nil	nil	nil	nil	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
02	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)
National	English	1	Nill
National	Gujarati	1	Nill

View File

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
Gujarati	5
Economics	3
English	2

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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	Nill	0	nil	Nill

View File

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	Nill	Nill	Nill	nil

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	76	6	2
Presented papers	Nill	17	4	Nill
Resource	Nill	4	Nill	Nill

persons				
		View File		

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
SHUN PLASTIC FIT INDIA	N.S.S.	9	40
Tree Plantation	N.S.S.	9	275
Blood Donation	N.S.S. and Red Cross	9	10
Thalassemia Test	N.S.S. and United Charitable Trust	9	122
NSS EXPERT LECTURE ON SOCIAL RESPONSIBILITY RESOURCE PERSON Dr. ASHWIN ANDANI	N.S.S.	7	155
NSS CAMP VAVOL	N.S.S.	9	64
SWACHCHHATA SHAPATH FIT INDIA (GOVT.PROG.)	N.S.S.	9	155
MEDICAL CHECK UP	N.S.S. and United Charitable Trust	9	275
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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
THELASSEMIA TESTING	Certificate	Prathama Blood Centre	122
Blood Donation	Certificate	Indian Red Cross Society	10
		View File	

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Women Empowerment	CWDC-NSS	Women Empowerment	5	143
Gender Awareness	CWDC-NSS	Gender Awareness	8	151
National Service Scheme	N.S.S.	N.S.S. CAMP	9	64

FIT INDIA	N.S.S.	FIT INDIA RUN (GOVT. PROG.) SHUN PLASTIC	9	40
SWACHCHHA BHARAT MISSION	N.S.S.	SWACHCHHATA SHAPATH FIT INDIA (GOVT.PROG.)	9	155
FIT INDIA	N.S.S. and United Charitable Trust	MEDICAL CHECK UP AND BLOOD DONATION	9	275

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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
Student Faculty Exchange Programme of English Dept.	236	College Management	06
Student Faculty Exchange Programme of Gujarati Dept.	124	College Management	06
Student Faculty Exchange Programme of Sanskrit Dept.	312	College Management	06
Student Faculty Exchange Programme of Commerce Dept.	194	College Management	06

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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
Educational/Training	Industrial Internship Workshop	Madhur Dairy, (Gandhinagar District Cooperative Milk Union Ltd), Sector 25, K Road, GIDC Electronic Estate, Opp. hillwood School, Near EQDC Circle,	27/01/2020	01/02/2020	70

	Gandhinagar		

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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
C-DAC	17/09/2019	Computer Training to Students and Certification	150
United Charitable Trust	01/01/2019	Medical Check-up Camp	55
Indian Red Cross Society, Gandhinagar.	01/08/2019	Blood Donation	10
NavGujarat Commerce College, Gandhinagar.	16/09/2019	Faculty/Student Exchange	194
Grand Academic Portal (GAP)-India, Ahmedabad.	26/11/2019	Academic activities like FDP, Seminars on Research and Higher Education	115
Children's University, Gandhinagar	16/12/2019	Language Skills and Academic Activities	85
Shri P. K. Chaudhari Mahila Arts College, Gandhinagar	17/06/2019	Faculty/Student Exchange	672

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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
50000	52994

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Partially	2008	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	3251	335419	1931	208453	5182	543872
e-Books	Nill	Nill	293	Nill	293	Nill
Journals	21	8330	4	11650	25	19980
e-Journals	Nill	Nill	64107	Nill	64107	Nill
Others(specify)	9	13462	Nill	13190	9	26652

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 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	Nill

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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	47	1	2	0	0	0	0	110	2
Added	0	0	0	0	0	0	0	0	0
Total	47	1	2	0	0	0	0	110	2

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

110 MBPS/ GBPS

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
0	Nill

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 incurredon maintenance of physical facilites
75000	60843	525000	517360

 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 college takes due care to ensure optimum use and proper maintenance of available physical, academic and support facilities. Various committees have been formed to look into the effective functioning of laboratory, library and classrooms and the upkeep of sports kits and computers. At the commencement of the academic year, the Principal takes the stock of the situation through a general meeting with all committees and staff members, their requirement and proposals for addition of such facilities are sought. With the help of the B. O. G. and the management body, allocation of budget is finalized and the execution for the expenditure during the year is approved. Laboratory : The college has constituted a committee to supervise the functioning of DELL (Digital Education and Learning Laboratory). A person has been appointed by the Management to maintain the computers and monitor overall functioning of the laboratory. Library : The library committee assists the librarian in placing the order of books and subscribing magazines. The record of Book -Bank facility for economically weaker students is maintained. Sports Ground and Kits : Under the supervision of the PTI, the students are trained at the sports ground. Students are provided with sports uniforms and sporting kits. A Sports room has been set up in the college. Computers and CCTV : Necessary repairing of the computers is carried out periodically. Antivirus software is installed in the computers. CCTV footages are checked regularly and the quality of footage resolution is maintained. For regular back-ups and maintenance of cameras and DVRs utmost care is taken. Projectors in the ICT classrooms are placed in such a way to protect them from dust and heat. Photocopier machines, scanners, printers and power backups are maintained properly.

https://samarpancollege.org/wp-content/uploads/2020/10/Procedures-and-Policies_for-website.pdf

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	Institutional Freeship	3	1250
Financial Support from Other Sources			
a) National	Post Metric Scholarships	1058	2653830
b)International	Nill	Nill	Nill
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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 implemetation	Number of students enrolled	Agencies involved
Soft Skill Development (Computer Skill)	16/09/2019	150	C-DAC
Yoga	21/06/2019	153	College Yoga Committee
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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 passedin the comp. exam	Number of studentsp placed
2019	Orientation for Career Counselling	Nill	109	Nill	Nill
2019	Guidance for Bridge Course	Nill	200	Nill	Nill
2019	Guidance for Competitive Examinations	857	Nill	Nill	Nill
2019	Demo Lecture for Competitive Examination by Sheetal Academy	162	Nill	Nill	Nill
2019	Mission Armed Forses Workshop	Nill	130	Nill	Nill
2019	Competitive Exam Guidance Seminar by Laksh Career Academy	Nill	133	Nill	Nill
2019	Job in Banking Sector by NIIT	Nill	110	Nill	Nill
2020	Overseas Education Seminar	Nill	114	Nill	Nill
2020	Registration with Employment Exchange Office, Govt. of Gujarat.	Nill	114	Nill	Nill
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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
1	1	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Employment Exchange Office, Gandhinagar.	158	25	Employment Exchange Office, Gandhinagar and Samarpan Science Commerce College, Gandhinagar. And Mega Job Fair by Govt of Gujarat	103	33
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	5	B. Com.	Commerce	Government Commerce College, Gandhinagar.	M. Com.
2020	16	B. A.	Economics	Government Arts College, Gandhinagar.	M. A.
2020	2	B. A.	English	Government Arts College, Gandhinagar.	M. A.
2020	2	B. A.	English	Samarpan Arts and Commerce College, Gandhinagar.	M. A.
2020	1	B. A.	English	IITE	B. Ed.
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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

NET	Nill
SET	Nill
Any Other	Nill

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

Activity	Level	Number of Participants
Drawing Competition	Inter-class	5
Mahendi Competition	Inter-class	12
Rangoli Competition	Inter-class	8

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Jal Mission Tableau in RDC-2020	National	Nill	1	201803118415	Prachiben Khatri

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

A Student Council is formed every year at the commencement of the academic year. Members of the Council are selected purely on the basis of their merit. A General Secretary, Ladies' Representative, Cultural Secretary, Debate Secretary, Sports Secretary and Educational tour Secretary are elected from among them. The Council actively organizes various co-curricular activities under the guidance of the senior staff members and voices the concerns of the students. It serves as a bridge between the college authorities and the students. Important instructions are also relayed by the Council through Class Representatives. Girl students are also nominated on the Collegiate Women's Development Cell (CWDC), as mandated by the Vishakha Guidelines, 1997 by the Supreme Court. These students along with faculty members organize a number of activities to spread awareness about issues regarding the safety of women, women's health concerns and gender equity. Student representatives are placed on the SC/ST Cell of the college. They help the students from the marginal strata to avail the scholarships, organize coaching classes for competitive examinations and computer literacy. A student representative is also nominated on the IQAC of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Association is registered with the office of the Charity Commissioner of Gujarat on 29/01/2020. Though we did not have registration earlier, our students always helped us in every capacity. They had been instrumental to support all the students to go for Thalassemia test at very discounted rate. They had been arranging competitive examination guidance sessions. and many

such activities. Now the former students have planned to support the meritorious students financially. They are also planning to provide scholarships to girl students. Due to the COVID-19 situation, they could not open their bank account this year, but they have chalked plan to be helpful to the institution in every possible manner in years to come.

5.4.2 – No. of enrolled Alumni:

440

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

282000

5.4.4 – Meetings/activities organized by Alumni Association :

A meeting was called on 2nd October 2019. 13 Alumni of the college remained present in the meeting.

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)

Keeping the purpose in view, the college management opted for following two practices this year (1) formation of BoG (Board of Governance) and (2) assigning responsibilities to seven teachers (coordinators) for the criteria suggested by NAAC for quality sustenance and enhancement, plus maintenance of documents for AQARs and SSR. The college management – Gandhinagar Charitable Trust has formed a linking body for the educational institutions functioning under the Trust. From our college, the principal, the vice-principal and the coordinator of IQAC are ex officio members of the BoG. So our representatives participate directly in the policy making and smooth functioning of the college. The college authorities have thus provided us operational autonomy and participative role to the employees of the college. It ultimately results in decentralization of the power. To review the overall growth of the institution, IQAC meetings are arranged twice in a term several BoG members attend these meetings and provide their valuable inputs to maintain the institutional quality. Another step to decentralize the administration is criterion-wise responsibilities assigned to seven teachers apart from the IQAC coordinator. They plan out and execute various activities which are required for their respective criteria. Total seventeen committees have been constituted to look after various activities of the college- academic, co-curricular and extra-curricular activities. The committee convener, along with the members of the committee, chalks out a tentative schedule for different programmes of his/her committee and submits it to the Principal for approval. After the successful conducting of the programmes throughout the year, various committee conveners submit their final reports to the criterion coordinators at the end of the academic year. In this way, through continuous monitoring and alterations in the existing policies whenever found necessary. Thus the college management has been making serious efforts to decentralize the administration and to promote participation of all employees in the smooth functioning of the college by providing operational autonomy to them.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admission procedure is totally transparent, merit based and centralized as per the university rules. If some seats remain vacant, the university allows the college to go through open round. For the open round the BoG has decided to admit male students who have cleared H.S.C. examination at first trail and for female students relaxation can be granted up to two trials.
Industry Interaction / Collaboration	The College has state notified industrial area near the campus. We have signed a linkage with Madhur Dairy to provide our students an opportunity for industrial internship. This year 70 students got an opportunity to have practical learning and firsthand experience of the industrial atmosphere.
Human Resource Management	The institution has formed BoG. It looks after HRM in the college. Generally Government provides faculty. BoG also ensures about the resources available in the college. And if need be, they recruit visiting teachers, non teaching staff, security staff ,housekeeping staff and other facilities in the college.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a rich library and internet facility. The institution uses ILMS -SOUL software in library. To encourage the students to visit library department-wise timetable is prepared and the departmental teachers are given responsibilities to bring their students to the library. The book bank facility to students is meant for issuing whole set of prescribed text-books to the students. For in depth study, five sets of reference books are available in library. Students and teachers are guided and oriented to use online resources like Nlist, N.D.L. etc. The college regularly subscribes to annual plan of INFLIBNET Nlist facility.
Research and Development	The college research committee always motivates and encourages students and teachers for research. To develop an insight for quality research among the teachers, some in-house training or orientations are arranged. The seminar/conference/ workshop registration fees beared by the

	teachers are reimbursed by the institution. Moreover, to motivate the teachers for doctoral research, the practice of felicitating such teachers with 'Samarpan Gaurav Sanmaan' is established. Students are supported financially to take part in state level/national level academic events or even student exchange programmes. So that they can have good platform to interact with scholars and peers of their fields. The college also proposes to host seminars/workshops/FDPs. A feather is added this year, as the research committee oriented the teachers to propose for research in UGC STRIDE scheme, 11 teachers have sent their research proposals for different research projects. One teacher has already been shortlisted for interface meeting of the scheme.
Examination and Evaluation	College examination Committee holds Internal Exams as per the norms of the University. Last year, there were 4 unit tests per semester along with retest. But this year, committee has introduced reformation as this year there are only two unit tests along with retest in each semester. Each student has to submit assignment given by the college. Examination committee keep utmost care, confidentiality and transparency throughout the exam. Internal Evaluation result is displayed on notice board. There is a provision of reassessment, if the student is dissatisfied with his/her marks. This year, our small step towards digital India and paperless office, is that we have modified addition of NextGen software .With this software, teachers can upload their internal mark sheets.
Teaching and Learning	To grasp the learning level of the students, post admission test is conducted for the students of first semester. Bridge courses are conducted to lift up the learning level of the needy students. And remedial classes are arranged for the slow learners. Teachers are encouraged to make optimal use of ICT tools in their classes. P.O. and P.S.O play important role in teaching learning process. Expert/guest lectures are organized by each department for making their subject more interesting and rich. Moreover, student centric methods are to be used

	like experiential, participative/participatory learning, active learning for that students are taking part in group discussion, quiz, wall paper making ,workshop, seminar, debate etc. Problem solving methods are used for that assignments, projects are given to students. These methods are to be used to enhance teaching learning. Teachers are encouraged to participate in seminars/conferences/workshops to strengthen their domain knowledge and have track of the recent trends in their respective subjects. That involvement ultimately benefits the students.
Curriculum Development	Being an affiliated college to Gujarat University, we have to follow the syllabus prescribed by Gujarat University. From time to time, our university updates the syllabus. The college ensures that syllabus is covered completely during the term in direct class room teaching. Moreover, some foundation courses and soft skill development courses are introduced in the syllabi. To get proper inputs about the expectation of the students, we analyse the feedbacks given by the students. The feedback collection process is online, so it becomes helpful to us in analysis.

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

E-governace area	Details
Planning and Development	The teachers and the administration staff have been using online platforms like email, social media, college website, college app for communication and interaction. For AQAR data collection, IQAC software (next cube) has been purchased and used.
Administration	Majority of students related works are done through mobile application and website. The teachers have created different WhatsApp groups in respect of class/subject/committee to interact with the respective students. College website has been updated time to time to provide latest information among students.
Finance and Accounts	Tele software is used for maintaining accounts.
Student Admission and Support	Our affiliating university, Gujarat University, has made it mandatory to opt for the centralized online

	admission process. So we have to admit the students allotted to us. For other support, we use college mobile application, college website, and whatsApp.
Examination	Internal Exam question papers are to be sent through email only on Examination committee's email ID. Internal mark sheet has to be uploaded on examination software only. The results of all internal examination of the students made available online.

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
2020	Prof. J. G. Chauhan	NATIONAL SEMINAR : "TRANSFORMATION OF INDIAN RURAL ECONOMY" AT G.H. PATEL POST GRADUATE INSTITUTE OF BUSINESS MANAGEMENT, VALLABH VIDYANA GAR,ANAND, GUJARAT.	Nil	500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	An Expert Lecture by Shri Jayendra Jadav on NAAC result analysis	nil	02/07/2019	02/07/2019	14	Nill
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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
Refresher Course in Languages at HRDC, Gujarat Univerity, Ahmedabad.	3	04/11/2019	17/11/2019	14

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	4	Nill	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, Various types of leaves as per state government norms.	Group Insurance, Various types of leaves as per state government norms, Freeship to the children of the non-teaching staff if they enroll in the college programmes.	Group insurance,Freeship by the college management to the students belong to economically weaker sections , Government scholarships to the eligible students of SC/ST/OBC/Open catagories.

6.4 – Financial Management and Resource Mobilization

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

The college maintains utmost transparency in financial transactions and regularly undertakes Internal and External financial audits. It also maintains all the records in an efficient manner- in Physical statements as well as computerized records. • The Internal Audit is carried out by the Principal and the Office Superintendent of the college periodically. • The External Audit is done by the management appointed registered Chartered Accountant H.S.Jani and Associates. • In case of grants sanctioned by Government, the audit is carried out by the Government Auditors i.e. the employees assigned the duties to audit the Grant-in-Aid colleges functioning under the Department of Higher Education, Ministry of Education, Government of Gujarat.

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
Management (Gandhinagar Charitable Trust), Madhur Dairy, Gandhinagar.	1243623	Salary expense for trust-paid employees, cultural activities, sports activities, library.

6.4.3 – Total corpus fund generated

1727123.00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KCG, GSIRF	Yes	IQAC
Administrative	Yes	KCG, GSIRF	Yes	IQAC

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

1, As such, we do not have registered PTA. But we call a meeting of the parents once in a year. 2, This year we arranged a meeting with the parents of the students on 14/12/2019. 3, We collected feedback from them. the number of forms we received this year is 907 (subject-wise- English-170, Sanskrit-150, Gujarati-267, Economics-209, and Commerce-111).

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

1. A training on Data uploading process for Internal Assessment of the students by Examination Committee on 31/07/2019 for teaching staff 2. A training on Classroom Management through ICT tools by IQAC on 01/12/2019 for teaching staff. 3. A training on Data Collection and Documentation for NACC AQAR 2018-2019 by IQAC on 01/01/2020 for teaching staff.

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

1. Registration of Alumni Association of Samarpan Arts and Commerce College. 2. Signed 7 (Seven) M.O.U.s with various prestigious institutions like Children's University, Shri P. K. Chaudhari Mahila Arts College N.G.O.s like Indian Red Cross Society, United Charitable Trust and Grand Academic Portal (GAP) – India. 3. Established a linkage with Madur Dairy, Gandhinagar for Industrial Internship Workshop for the students. 4. Organized a state level workshop for the students of Sanskrit language and literature with the financial help of Sanskrit Sahitya Akedemi, Gujarat on 4th February 2020. 5. Initiated Faculty/Student Exchange programmes with two colleges. 6. Career guidance and coaching classes for competitive examinations. 7. Prompted the teachers to undertake need based remedial classes and bridge courses. 8. Organized an in-house FDP in collaboration with GAP and GAAC on 26th December 2019.

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	Gujarati Bhasha Kaushal	19/12/2019	19/12/2019	27/12/2019	85

2019	FDP on Quality Enhancement in HEIs	26/12/2019	26/12/2019	26/12/2019	35
2020	Workshop on Primer for Higher Education Teachers	11/01/2020	11/01/2020	11/01/2020	80
2020	Student/Faculty Exchange for BA English Prog	27/01/2020	27/01/2020	01/02/2020	236
2020	Student/Faculty Exchange for BA Gujarati Prog	27/01/2020	27/01/2020	01/02/2020	124
2020	Student/Faculty Exchange for BA Sanskrit Prog	27/01/2020	27/01/2020	01/02/2020	312
2020	Student/Faculty Exchange for B COM Prog	27/01/2020	27/01/2020	01/02/2020	194
2020	Industrial Internship Workshop for BA Economics and B COM Prog	27/01/2020	27/01/2020	01/02/2020	70
2020	Workshop for BA Sanskrit Prog with financial help from Sanskrit Sahitya Academy	04/02/2020	04/02/2020	04/02/2020	94
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

CWDC Orientation Programme	26/06/2019	26/06/2019	41	181
Lecture on Social Media and Technology	17/07/2019	17/07/2019	53	87
Lecture of Gynaecologist	20/07/2019	20/07/2019	102	Nill
Creation of Rakhi for Indian Army	24/07/2019	31/07/2019	71	83
Lecture on Personality Grooming	07/08/2019	07/08/2019	72	74
Lecture on Women's Empowerment	14/08/2019	14/08/2019	65	86
Awareness Programme on Human Trafficking	21/08/2019	21/08/2019	58	100
Debate on Human Rights	11/12/2019	11/12/2019	59	95
Lecture on Gender Awareness	08/01/2020	08/01/2020	99	54
Open Forum on the Wake of Women's Day	07/03/2020	07/03/2020	45	74

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
Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Rest Rooms	Yes	1
Physical facilities	Yes	3

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
2019	1	Nill	08/08/2019	1	Visit to	For Holistic	97

					Mahatma Mandir	Development of the students	
2019	1	Nill	12/06/2019	270	Take care of hostel facilities in Gandhi nagar city	Accommodation to needy students	26
2019	1	Nill	12/06/2019	270	Concessional bus passes to students	Availability of means for commuting to college/hostel/home	400
2019	Nill	1	28/11/2019	7	Reaching out to neighbourhood school (Village Vavol)	To motivate students and enhance their communicational and HRM Skills	143
2019	Nill	1	01/12/2019	1	Blood Donation and Medical Check up camp for the villagers at neighbourhood village	Blood donation and health awareness	10
2020	Nill	1	01/01/2020	7	Reaching out to neighbourhood school (Village Adivada)	To teach primary school kids	10
2020	1	Nill	27/01/2020	6	Visit to GIDC and Linkage with an industrial unit	Internship agreement with Madhur Dairy (Gandhinagar Dist. Co. Op. Milk Producers Union	74

| 2020 | Nill | 1 | 16/03/2020 | 1 | Save Girl Child Programme | Awareness for social importance of girl child (Sex-ratio) | 92 |

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

Title	Date of publication	Follow up(max 100 words)
Code of conducts for students and teachers	12/06/2019	In order to give wide publicity to the stated Code of Conduct for Teachers and Students, we have displayed it at prominent places on the campus and in the staff-room. Moreover it has been made available on the institutional website. The college also follows code of conduct and professional ethics guidelines laid down by the government of Gujarat and Gujarat University.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yog Day	21/06/2019	21/06/2019	137
Medical Check-up, Blood Donation, and Tree plantation	20/07/2019	20/07/2019	275
Independence Day Celebration	15/08/2019	15/08/2019	100
To commemorate Gandhiji and Kasturba on their 150th Birth Anniversary (Books Display, Wall paper design, and Bhajan Recitation)	30/09/2019	30/09/2019	154
Republic Day Celebration	26/01/2020	26/01/2020	100

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

1, Tree plantation for green landscaping done on 20th July 2019.

2, Swachhta Sapath (Oath for Cleanliness) and awareness for cleanliness online

programme by the Central Government of India on 29th August 2019.

3, To promote public transportation, students were instructed to commute through public trasportation/city buses only.The procedure for concessional bus passes was initiated at college level.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I Our practice of Vidyarthi Sajjata Shibir (Students Development Programme) has given us unique identity in academia of Gujarat state. We have been organizing the Shibir since 2016-17. It's a programme in which the students get a chance to interact with 3 to 4 scholars of their subjects. The programme paves a way for positive impact on their examination results and their overall pool of domain knowledge. In the academic year 2019-20, from 12th September 2019 to 17th September 2019, we organized the programme for the students of Gujarati, Sanskrit, English, Economics and Commerce. In all 17 experts and 414 students participated in the Shibir. It overtly reflects the student-centric approach of the institute. The programme schedule is arranged in such a manner that each subject gets whole day for its curricular discussion. In the first session, the plenary consisted 1 expert speaker and in the following session there were parallel sessions for the students of each year (i.e. F.Y., S.Y., and T.Y.) in their class-rooms where syllabus specific lectures were arranged for each class. By the end of the programme, the students get reading material too. In this way, the practice precisely leads to the core concept of higher education that equips the students with contemporary development of their respective fields. The key information of the SDPs is given in a table on our website. (Please follow the link https://samarpancollege.org/wp-content/uploads/2021/05/Institutional-Best-Practices-2019_20.pdf) II Guidance session for open competitive examination preparation is our second best practice. To secure their future, the students have to focus upon their career. The CCPC (Career Counseling and Placement Cell) planned out a guidance session for all the aspirant students. This activity was scheduled for six days (i.e. from 8th July 2019 to 13th July 2019). It covered the types and aspects of various competitive examinations conducted nowadays. Everyday two guidance lectures of half an hour each were conducted for the participants. The detailed programme and topics covered in the guidance sessions are given in a tabular format on our website. The website link is already shared. In the week long guidance session 11 faculty members of the college rendered their honorary services voluntarily and 711 students were benefitted from it without paying any fees. The informal feedback from the students suggested that the entire session was really a fruitful one for them.

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

https://samarpancollege.org/wp-content/uploads/2021/05/Institutional-Best-Practices-2019_20.pdf

7.3 – Institutional Distinctiveness

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

The aspiration of our students' personality development and capacity building is our distinct dream. To prioritize that goal we have enlisted many activities of which eight special activities we could do during the year 2019-20, namely expert lecture series, computer skill development (Basic Computer Literacy), faculties' and students' exchange programme, language skill development of their mother tongue (Matrubhasha Kaushal), Sanskrit Sambhashan, educational tour, students' participation in Seminars/workshops, and activities for value

addition. Expert Lectures: The purpose behind this activity was to enhance the general understanding of the students in their subjects. There were seven such lectures delivered during the year, covering major subjects taught in the institution. The management of the college has given freehand to all the heads of the department to invite such scholars from various locations of Gujarat. The experts talked on general topics of the subjects and the opportunities available to the students by offering any particular subject. The detailed list is uploaded in a tabular form on our website. (Please follow the link https://s amarpancollege.org/wp-content/uploads/2021/05/Institutional-Distinctiveness-2019-20.pdf) Basic Computer Literacy: The institution has signed an MoU with C-DAC (an institution providing software and hardware solutions to corporate world) to provide operational knowledge of computers to our students. During the year 150 students (30 students from each department) developed their computer skills. Faculties' and Students' Exchange Programme: To provide a novel platform of teaching-learning, our institution initiated this programme for a week in January 2020. Our college has done MoUs with Shri P. K. Chaudhari Mahila Arts College, Gandhinagar and Nav Gujarat Commerce College, Gandhinagar for exchange. During the period of 27/01/2020 to 01/02/2020 this programme occurred at all the three institutions simultaneously. Total 18 teachers and 848 students were benefitted from the programme. Language Skill Development of their Mother Tongue (Matrubhasha Kaushal): To sharpen the skills of their first language a workshop (Gujarati Bhasha Kaushal Karyashala) was organized for the students from 19/12/2019 to 27/12/2019. For the benefit of our students, we collaborated with Children's University, Gandhinagar, and Matrubhasha Gaurav Pratishthan, Gandhinagar. 82 students participated in the workshop. A practical training of applied use of Gujarati language was imparted to the students by scholars of the field. Sanskrit Sambhashan Shibir: As the importance of Sanskrit language is gradually increasing in current time, to make our students competent in the language our institution organized a workshop (shibir) on usage of Sanskrit language in day-today life from 22/07/2019 to 26/07/2019. Total 62 students honed their Sanskrit language skills through the workshop. Educational Tour: The department of Sanskrit took their students to Gyan Mandir (Shreemad Raj Chandra Aashram) at Koba. Students' Participation in Seminars/Workshops: Though ours is a college for UG students, the college appreciates the students to participate in seminars and workshops to enable them to have a firsthand experience of academic events of high scale (state or national level). The college provides financial as well as academic support for the same. During the academic year, two departments sent their 8 students for such events. Activities for Value Addition.

Provide the weblink of the institution
https://samarpancollege.org/wp-content/uploads/2021/05/Institutional-Distinctiveness-2019-20.pdf

8.Future Plans of Actions for Next Academic Year

? Since the academic year 2020-21 is our Silver Jubilee year, we wish to celebrate the year in grand manner. And wish to establish a research chair to promote the research culture of the institution. ? To ensure maximum safety to our students and staff members against the Corona infection. ? To opt for MS Teams platform to impart blended mode of learning to the students. ? To impart scholarships/freeships to meritorious students and economically backward students through the channel of Alumni Association. ? To install three more LCD projectors to make good use of ICT classrooms. ? To sign up a couple of more MoUs with the institutes of repute to organize students centric activities such as students/faculty exchange programmes. ? To arrange more activities for personality development of the students. ? Timely submission of the API files of the eligible teachers. ? In time submission of the data for NIRF, GSIRF, AISHE,

AQAR.