



Yearly Status Report - 2018-2019

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/aqar/
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://samarpancollege.org/wp-content/uploads/2020/10/Academic-Calendar_2018_19.pdf

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
NAAC Accreditation	05-Mar-2019 2	1500
View File		

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	Year of award with	Amount
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	Agency	duration
No Data Entered/Not Applicable!!!		
View File		
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. NAAC Accreditation 1st Cycle		
2. Introducing Advanced Mobile Application for Teachers and Students		
3. Promotion of Research		
4. Feedback Collected and Analyzed		
5. Ensuring timely action for promotion of teachers under Career Advancement Scheme		
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	
NAAC Accreditation 1st Cycle	Ensuring timely submission of SSR, encouraging students for SSS etc. resulted	

	in NAAC Accreditation with CGPA 1.96
Introducing Advanced Mobile Application and WhatsApp Groups for Teachers and Students	Making arrangement for sending important notifications through mobile application and reaching out to students through WhatsApp Groups
Encouraging Research Work through College Research Committee	Teachers contributed through a number of articles in peer reviewed journals, edited books and by publishing a few books
Feedback Collected and Analyzed	Feedback forms were collected from stakeholders, analyzed and steps were taken for the redressal of grievances
Ensuring timely action for promotion of teachers under Career Advancement Scheme	Scrutiny and forwarding the applications of 02 teachers for promotion under Career Advancement Schemes of full-time teachers to the competent authority
Submission of AISHE	AISHE data was submitted on 23/1/2019
Online Academic Diary	For transparency and smooth functioning of departments individual as well as departmental data collected online through Academic Diary
Felicitation of Teachers	Senior teachers felicitated on September 5, 2018 for their outstanding contribution
Organizing Sports Meet	Intercollege Sports Meet was organized from 27/01/2019 to 31/01/2019
Workshops and training for understanding NAAC RIF	3 experts were invited on three different days for understanding NAAC RIF

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Gandhinagar Charitable Trust	21-Oct-2020

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

Yes

Date of Visit

05-Mar-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission	2019
Date of Submission	23-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The institution possesses partial MIS. The institution uses an ERP from Nextgen Softwares, Ahmedabad. The ERP supports our advanced mobile application and college management softwares 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. For enrollment and examination form submission our MIS becomes so helpful to us for data storage and future use of the same data. 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 stakeholders: we use various virtual platforms like emails, social media platforms. The institute has its own Facebook page, subjectwise, committee-wise WhatsApp groups are maintained and teachers are instructed to make optimal use of ICT facilities for their teaching-learning process.</p>

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. Exp words

The college, being affiliated to Gujarat University, strictly adheres to the curriculum designed by various Boards of Studies of the university. In

operationalize the given curriculum, the college prepares an academic in the beginning of the year which is in accordance with the academic declared by the university. The IQAC, along with various committees, c an action plan. The academic calendar, comprising of various activiti undertaken throughout the year, is made and the students, faculty mem other stake holders are informed about the same. Time tables of Art Commerce faculties are prepared covering all the subjects - Core, El Foundation and Soft Skills. The number of lectures depending upon the points are arranged in every subject. The strategy of completing the includes lectures, discussion, unit tests and assignments. A meeting o Heads of the Departments is convened by the principal for the effe implementation of the curriculum. If the syllabus of any subject ha revised, the teachers concerned are informed. All the teachers are ad look up the university website to keep themselves abreast of lat developments in the curriculum of their subjects. The Principal, along Library Committee, makes sure that textbooks prescribed in various sub available in the college library in the beginning of the academic ye Induction programme for the newly admitted students is organized by th at the start of the new academic year in which the students are inform the functioning of the college, resources available to them and expec from them in realizing the stated objectives of the institution. The v mission of the institution as well as the codes of conduct for the stu displayed in the college premises in such a way that the students re properly and realize their responsibilities in fulfilling the goals institution. The meetings of the Principal of the college with faculty are held periodically with the sole intention of improving teaching- process and soliciting suggestions. Teachers are encouraged to attend Development Programmes to augment their teaching-learning skills ai effective curriculum delivery. The college also organizes in-house l train teachers in imparting classroom lessons through ICT effective. Principal of the college regularly shares feedback of students and : members with the Management of the institute for ways and means to curriculum delivery process and the Management provides all support same. Syllabus oriented guest lectures are organized by various depart that students can explore the topic at hand in depth. Student Devel Programmes (Vidyarthi Sajjata Shibir) are also organized by the col. which students from other colleges and their teachers are also invit students learn the topics prescribed in their syllabus from invited professors. Due care is taken to document all these events and aspect: end of the academic year, IQAC collects all documents in soft forms to records.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	De
No Data Entered/Not Applicable !!!					

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introd
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BA	English	15/06/2020
BA	English	19/11/2020
BA	English	04/08/2020
BA	Economics	15/06/2020
BA	Economics	19/11/2020
BA	Economics	04/08/2020
BA	Gujarati	15/06/2020
BA	Gujarati	19/11/2020
BA	Gujarati	04/08/2020
BA	Sanskrit	15/06/2020

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implement affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elec System
No Data Entered/Not Applicable !!!		

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 Enr
No Data Entered/Not Applicable !!!		

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Pro Internships
BA	Economics	81

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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	Nil

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the ins (maximum 500 words)

Feedback Obtained

Feedback is crucial for the improvement in academic and administrative of the college. Hence it is taken earnestly by the institution and the responses are taken into consideration to implement the suggestions of various stakeholders. Feedback is taken by the end of the academic year 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 to implement the needed amendments. The students' feedback contains two i.e. the feedback about the faculty members and general feedback about college like their experience with the administrative staff and infrastructure facilities. The feedback about the faculty members contains (1) teacher 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 students (2) overall teaching quality (3) library facility (4) administrative staff (5) basic physical facilities. The feedback helps the principal management make changes in the strategy of improvement in the overall 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
BA	Economics	120	120
BA	English	120	114
BA	Gujarat	120	120
BA	Sanskrit	120	120
BCom	Accountancy	150	149

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2.2 - Catering to Student Diversity

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

Year	Number of	Number of	Number of fulltime	Number of fulltime	N
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	students enrolled in the institution (UG)	students enrolled in the institution (PG)	teachers available in the institution teaching only UG courses	teachers available in the institution teaching only PG courses	tea U
2018	1362	Nil	16	Nil	

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems 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-re tech
20	14	2	2	Nil	

[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 di mentor-mentee. Informally, the students are allowed to contact any teachers for their problem-s teachers help the students without any sort of discrimination in overcoming the impediments in their problems whether they are personal, physical or social. In the same way they are extended n if they are hesitant in expressing freely their thoughts regarding any such problems. The teachers confounded students and also consult the parents or guardians in case it is so required and try to solution of the students' problem. This yields positive outcome. In addition to becoming helpful individual problems the teachers also motivate those students who are below average in study, i their interest in study, in recommending them the proper reference books, in providing them care in making them aware for seeking legal help when required. The CWDC frequently arranges prog gender sensitization that helps the students to secure their social equality/identity. The member also make them realize the significance of the role of parents and the inevitability of familial especially to the girls for their growth and safety. They are also acquainted with the importance c in moulding one's life and their role in the modern society. The needy students are also providec assistance without any sort of discrimination like faith, caste or creed. In other words, the c management tries to create a sense of trust in the minds of students especially such students wh the underprivileged class of the society and to help them become good citizens. And the lectu counselling sessions of psychiatrists, paralegal advisors and gynaecologists are arranged from time the college. The students are also allowed to ask questions in such sessions to find out a solutio problems. In some exceptional special cases the students are provided help at their own place a under the direct supervision of the principal. To put it into a nut cell, the teachers are endeavorin still better means of redressing the problems and to try to be more helpful to the needy students i 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 : M
1362	20	1 :

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
17	14	3	Nil	

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at 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, received from Gove recognized bo
2018	Pri. Dr. Deepak Pandya	Principal (in-charge)	Samarpan Gaurav
2018	Dr. Rucha Bhrahmbhatt	Associate Professor	Samarpan Gaurav
2018	Dr. Hemant Vaishanv	Associate Professor	Samarpan Gaurav
2018	Dr. Sameer Bhatt	Associate Professor	Samarpan Gaurav
2018	Dr. Alpa Patel	Associate Professor	Samarpan Gaurav
2018	Dr. Lalita Solanki	Associate Professor	Samarpan Gaurav
2018	Dr. Manisha Rabari	Assistant Professor	Samarpan Gaurav

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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
BA	1	6	27/03/2019	13/05/2019
BCom	01	6	27/03/2019	08/05/2019

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (25%)

From the current academic year, the college has adopted Unit Test Examination system to boost Continuous Internal Evaluation in which the student is evaluated at regular interval throughout the semester. Unit Tests are held every fortnight in a semester and it is mandatory for every student to appear for the examination. Four Unit Tests are held in each subject throughout the semester, each 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 a

for each student as per Gujarat University norms. Students with less than 75% 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 score from either of the examinations is counted for the Internal marks. Students are supposed to submit their assignments after the completion of each Unit in their respective subject syllabi. All the subjects have Four Units in their syllabi. The dates are announced well in advance to deposit assignment books. 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 with which they come out in preparing for their University examinations. The college continuously monitors the progress of the students by their performance in unit tests and assignments. A copy of the results is also kept on the board of the college.

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

In order to enhance the teaching - learning process, a healthy learning environment is created in the college. The college begins its session after receiving 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 and various activities to be held during the year, celebration of Culfest, Teacher's Day, Yoga Day and any other activity that is of importance. On the basis of academic calendar of the college, every department prepares its own departmental academic calendar containing details of lectures and workshops to be conducted during the year, arranging lectures by different 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 department meet in 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 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>

2.6.2 - Pass percentage of students

Programme	Programme	Programme	Number of students	Number of students
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Code	Name	Specialization	appeared in the final year examination	passed in final year examination
1	BA	Sanskrit	13	7
8	BA	English	21	13
9	BA	Gujarati	93	52
22	BA	Economics	89	63
01	BCom	Accountancy	164	86

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2.7 - Student Satisfaction Survey

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

<https://samarpancollege.org/wp-content/uploads/2020/08/SSS-18-19>

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 year
Nil	0	nil	0	Nil

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3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.
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
A Study of Book and Film Versions of Select Indian English Authors Texts	Bhumika Babubhai Ansodariya	Gujarat University	18/06/20
Changing Dynamics of Mother Daughter Relationships in the Select Indian English Fiction by Women Writers	Jinaal S. Brahmhatt	Gujarat University	11/04/20

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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 Com
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nil	nil	nil	nil	nil	nil	Ni
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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
8	0	0

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	2

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

Type	Department	Number of Publication	Average Impact Factor (if
Nil	Nil	Nil	0

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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
English	1
Sanskrit	1
Gujarati	4

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation 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 excluding s
No Data Entered/Not Applicable !!!						

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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 mentioned in the
No Data Entered/Not Applicable !!!						

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

Number of Faculty	International	National	Stat
Attended/Seminars/Workshops	Nil	3	5
Presented papers	Nil	5	Nil
Resource persons	Nil	1	1

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3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Republic Day	N.S.S.	5	152
Independence Day	N.S.S.	7	150
Medical Check-up	N.S.S.	9	165
Bapu Janmotsav-	N.S.S.	9	126
Orientation of N.S.S59	N.S.S.	6	159
Yoga Day	N.S.S.	9	176

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3.4.2 - Awards and recognition received for extension activities from Government and other recognised during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
THELASSEMIA TESTING	Certificate	Prathama Blood Centre	53

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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

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
Open Defecation Free India	N.S.S./Field Outreach Bureau, Palanpur.	Orientalion, Mime, and Quiz on ODF on 28/12/2018	7	
Swachh Bharat Abhiyan	N.S.S.	Cleanliness Drive at Adiwada (adopted village) on 2/10/2018	8	

[View File](#)**3.5 - Collaborations**

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during

Nature of activity	Participant	Source of financial support
Nil	0	Nil

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3.5.2 - Linkages with institutions/industries for internship, on-the- job training, project work, shari 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
No Data Entered/Not Applicable !!!				

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

Organisation	Date of MoU signed	Purpose/Activities	Number of student participated und
C-DAC	17/09/2018	Computer Training to Students and Certification	150
United Charitable Trust	01/01/2019	Medical Check-up Camp on 21/07/2018	165

[View File](#)**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 dev
900000	707746

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing Ad
Classrooms with LCD facilities	Newly
Value of the equipment purchased during the year (rs. in lakhs)	Newly

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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 partially)	Version	Year of
SOUL 2.0	Partially	2008	2

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		To	
Text Books	398	49243	2853	286176	3251	
Journals	7	Nil	14	8330	21	
Others (specify)	Nil	Nil	9	13462	9	

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launch content
No Data Entered/Not Applicable !!!			

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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	Availat Bandwi (MBPS/G
Existing	5	0	0	0	0	0	0	28
Added	5	0	0	0	0	0	0	7
Total	10	0	0	0	0	0	0	35

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

35 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 facility
No Data Entered/Not Applicable !!!	

4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic	Assigned budget on physical facilities	Expenditure inc maintenance of
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	facilities		facilities
200000	142860	600000	522904

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 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, 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 requirements and proposals for addition of such facilities are sought. With the help of the 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 (Digital Education and Learning Laboratory). A person has been appointed as Laboratory Management to maintain the computers and monitor overall functioning of the laboratory. Library : The library committee assists the librarian in the order of books and subscribing magazines. The record of Book -Bank 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 Complex has been set up in the college. Computers and CCTV : Necessary repairing and maintenance of computers is carried out periodically. Antivirus software is installed on all desktop computers. CCTV footages are checked regularly and the quality of footages and resolution is maintained. For regular back-ups and maintenance of cameras, DVRs utmost care is taken. Projectors in the ICT classrooms are placed in a safe 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-web

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
Financial Support from institution	Institutional Freeship	10
Financial Support from Other Sources		
a) National	Post Metric Scholarship for SC/ST/SEBC/ Students and Freeship for Girls	920
b) International	Nil	Nil

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development

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
Yoga (Soft Skill Paper for Semester - 2 Students)	19/11/2018	359
Remedial Coaching	22/10/2018	173
Softskill Development (Computer Skill)	16/07/2018	150
Personal Counselling	Nil	27

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by 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
2018	Lecture for Competitive Examination	56	Nil	Nil
2019	Classes for Competitive Exam preparation	307	Nil	Nil
2019	Career Counselling	Nil	142	Nil
2019	Lecture for Positive Mental Attitude	Nil	85	Nil
2019	Training for Finishing School	Nil	14	Nil
2019	Vanche Gujarat	Nil	186	Nil
2019	Workshop on Advertisement Making	Nil	179	Nil
2019	Vocational Programme Orientation	Nil	91	Nil

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Preventior

harassment and ragging cases during the year

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

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	
Tech Mahindra	149	32	Education Department Govt. of Gujarat	19	

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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	Department graduated from	Name of institution joined	Percentage
2019	1	B. A.	Gujarati	GANPAT UNIVERSITY	100
2019	8	B. A.	Gujarati	GOVERNMENT ARTS COLLEGE, GANDHINAGAR.	100
2019	9	B. A.	Economics	GOVERNMENT ARTS COLLEGE, GANDHINAGAR.	100
2019	1	B. A.	English	GUJARAT UNIVERSITY	100
2019	2	B. A.	Sanskrit	GOVERNMENT ARTS COLLEGE, GANDHINAGAR.	100
2019	2	B.Com.	Commerce	I. T. I. GANDHINAGAR.	100
2019	3	B. Com.	Commerce	GUJARAT UNIVERSITY	100
2019	10	B. Com.	Commerce	NAVGUJARAT COMMERCE COLLEGE, GANDHINAGAR.	100

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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
	No Data Entered/Not Applicable !!!

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

Activity	Level	Participation
Kabaddi (Women) Competition	Inter-class	
Kabaddi (Men) Competition	Inter-class	
Boxing Competition	Inter-class	
Cultural Eve on NAAC Peer Team Visit	College	
Elocution Competition on Good Governance Day (Birth Anniversary of Atal Bihari Bajpayee)	College	
Drawing Competition on Good Governance Day (Birth Anniversary of Atal Bihari Bajpayee)	College	
Quiz Competition on Good Governance Day (Birth Anniversary of Atal Bihari Bajpayee)	College	
Navaratri Garaba Mahotsav	College	
Drawing Competition on Gandhian Theme	College	
Singing Competition, Bhajan Singing Competition on Gandhi Jayanti	College	

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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	Participation
No Data Entered/Not Applicable !!!						

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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. The Council consists of a General Secretary, Ladies' Representative, Cultural Secretary, Deputy Secretary, Sports Secretary and Educational tour Secretary are elected 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 the students.

Representatives. Girl students are also nominated on the Collegiate Development Cell (CWDC), as mandated by the Vishakha Guidelines, 1997 Supreme Court. These students along with faculty members organize a number of activities to spread awareness about issues regarding the safety of women's health concerns and gender equity. Student representatives are also on the SC/ST Cell of the college. They help the students from the marginalized 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?

No

5.4.2 - No. of enrolled Alumni:

383

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

79750

5.4.4 - Meetings/activities organized by Alumni Association :

Two meetings were organized by the association. (1) on 12th January 2019 in which 12 alumni remained present. (2) on 5th March 2019 in which 51 alumni remained present. The second meeting was organized for interaction with the Peer Team.

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 (in 500 words)

Several committees have been constituted by the Principal of the college to look after various activities of the college- academic, co-curricular and extra-curricular activities. A Convener has been appointed for each committee. The Coordinator chalks out programmes of his/her committee and gives them to the Principal for approval. After the successful conducting of the programmes throughout the year, the Coordinator submits final report to the Principal at the end of the academic year. In this way, through continuous monitoring and alterations in the existing policies whenever found necessary, the college has been making sustained progress in all areas. • The college delegates authority and provide operational autonomy to the departments of the institution towards decentralized governance system. As regards decision pertaining to the departments, the HoDs are given complete freedom. The pattern in which the course is to be completed the teaching methods to be adopted, disciplinary action to be taken against the students of the respective departments, etc. are empowered to take decisions in their own way. • Co-curricular activities like Sports, NSS, Cultural etc. are coordinated almost autonomously by the departments in-charge under the direction of the Principal of the college. • A report concerning the achievements of the various departments is required to be submitted at the end of every semester to the Principal of the college.

evaluates and analyzes the performance of the specific departments. The encourages the participation of both students and faculty members : management of diverse activities undertaken throughout the year. The t system comprising of a Board of Governance, Academic body and Stud Representatives play a key role in bringing together the faculty meml the students. Through feedback procured from the students' representat college tries to sort out the difficulties faced by the stakeholder: attempt to realize the vision and mission of the institute.

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 each):

Strategy Type	Details
Admission of Students	For all the programmes, the affiliating university ha out centralized online admission process. If some sea remain vacant, the university allows the college to fi through open round. For the open round, the B.O.G. has to admit the boys students who have cleared their H examination at first trial, and for girls students relaxation is granted upto two trials.
Industry Interaction / Collaboration	The college has state notified Industrial area in distance, we have planned to sign some MoUs with indus provide opportunity for internships to our studen
Human Resource Management	The institution has formed B.O.G. It looks after the p need of the college.It also ensures an optimal use resources available.
Library, ICT and Physical Infrastructure / Instrumentation	At institution level various committee have been const: plan and monitor the functioning of different departme IQAC takes initiatives in planning and implementati various activities and strategies of the colleg
Research and Development	The institution promotes teachers to participate in s and workshops. Publication of papers/book chapters/bc also welcomed. They have been oriented for various r grants available to them.
Examination and Evaluation	For continuous and comprehensive evaluation, four in tests are conducted . Moreover, assignments are collec students.
Teaching and Learning	Bridge courses for the students of first year B.A./B. remedial courses for the slow learners.P.O. P.S.O and making the syllabus easier and put it in a modified way students. Teachers are instructed to incorporate I effective manner to make their teaching and learning e: rich.

Curriculum Development	Though the syllabus formation is in the purview of affiliating university, the college ensures that major of the syllabus is covered during the direct class teaching. Feedback from the students are also collected to monitor the overall scenario.
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6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The teachers and the administration staff has been instructed to use online platforms like email, social media, and college website/ college mobile application for internal communication.
Administration	Majority of students related works are done through college mobile application and website.
Finance and Accounts	Tele software is used for maintaining accounts.
Student Admission and Support	The affiliating university has made it mandatory to follow centralized online admission process. For other need, teachers are instructed to use college mobile application.
Examination	The results of all internal examinations of the students are 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
2018	Nil	Nil	Nil
2019	Nil	Nil	Nil

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6.3.2 - Number of professional development / administrative training programmes organized by the 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)
2018	Orientation about NAAC-SSR	Orientation about NAAC-SSR	31/07/2018	31/07/2018	20
2019	Workshop on Computer training and IT solutions Workshop on	Workshop on Computer training and IT solutions	12/01/2019	12/01/2019	20

	Computer training and IT solutions				
2019	Mock Round of NAAC assessment	Mock Round of NAAC assessment	17/01/2019	17/01/2019	20
2019	Mock Round of NAAC assessment	Mock Round of NAAC assessment	20/02/2019	20/02/2019	20

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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Program, 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
F. D. P. on Contemporary Trends in Study of Critical Theories and Indian Poetics	1	01/04/2019	06/04/20
F. D. P. in Economics	1	27/05/2019	02/06/20
F. D. P. in Commerce and Accountancy	1	25/06/2019	30/06/20

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full
Nil	5	Nil	!

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Stud
Group Insurance, Various types of leaves as per state government norms	Group insurance, various types of leaves as per the state government norms, free-ship to the children of staff who enrolls themselves in the college programmes.	Group in scholar free-ship the gov norm

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 transaction regularly undertakes internal and External financial audits. The inter is done by registered C.A. Shri Harsh Jani. And the external audit is the Commissionerate of Higher Education, Government of Gujarat

6.4.2 - Funds / Grants received from management, non-government bodies, individuals, philanthro 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)	726700	Salary expense for t employees

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6.4.3 - Total corpus fund generated

1486964.00

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	NAAC	Yes	Management
Administrative	Yes	NAAC	Yes	Management and (

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

As such we dont have registered Parent-Teacher Association, but we re organize at least one parents-teachers meeting at the college, in wh collect feedback, informally, and do the necessary amendments if requi year it was held on March 5,2019 with NAAC Peer team members.52 pare current students remained present in it.

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

1. Orientation about NAAC-SSR (31/07/2018) 2. Workshop on Computer tra IT solutions Workshop on Computer training and IT solutions. (12/01/ Mock Round of NAAC assessment (17/01/2019) 4. Mock Round of NAAC ass (20/02/2019)

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

1. Meeting for NAAC result analysis. 2. Provision for lift for the be Divyangjan (Physically Challenged Persons). 3. Optimal use of the (surrounding land with green landscaping.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	
b)Participation in NIRF	
c)ISO certification	
d)NBA or any other quality audit	

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
2019	NAAC Accreditation	05/03/2019	05/03/2019	06/03/2019

2018	Development of Advanced Mobile Application for Students	18/06/2018	18/06/2018	18/06/2018
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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 year)

Title of the programme	Period from	Period To	N Pa
			Fen
CWDC/ICC Orientation Programme for B. A. Students	14/08/2018	14/08/2018	3
CWDC/ICC Orientation Programme for B. Com. Students	24/08/2018	24/08/2018	3
Poster Making Workshop on 'Save Girl Child'	20/08/2018	30/08/2018	5
HIV-AIDS Awareness	04/12/2018	04/12/2018	2

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

Percentage of power requirement of the University met by the renewable energy source
Nil

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Numl benefi
Physical facilities	Yes	
Provision for lift	No	Ni
Ramp/Rails	Yes	
Braille Software/facilities	No	Ni
Rest Rooms	Yes	
Scribes for examination	Yes	
Special skill development for differently abled students	No	Ni

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

2018	1	Nil	08/12/2018	14	Employment Survey	To find out employability opportunities in neighbouring industries
2018	1	Nil	15/06/2019	270	Facility to use G_Bik (sharing of Bicycle services)	Availability of means for commuting to college/home
2018	1	Nil	15/06/2019	270	Take care of hostel facilities in Gandhinagar city	Accommodation to needy students
2018	Nil	1	17/12/2018	7	Reaching out to neighbourhood school	To teach primary school kids

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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	15/06/2018	In order to give wide publicity to the stated Code of Conduct for Teachers and Students, we have display prominent places on the campus and in the staff-room. Moreover it has been made available on the institution 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	21/06/2018	21/06/2018	42
Shankersinh Babu Janmotsav	21/06/2018	21/06/2018	165
Independence Day Celebration	15/08/2018	15/08/2018	65
Teachers Day Celebration	05/09/2018	05/09/2018	210
Gandhi Jayanti	02/10/2018	02/10/2018	55
Republic Day Celebration	26/01/2019	26/01/2019	50

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

- Paperless Office Green Landscaping with Trees and Plants Garbage placed in each and every corners of the college building Promote the bicycles or public transportation system Security personnel are employed to monitor the traffic and facilitate a smooth flow of pedestrian

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

I Our practice of Vidyarthi Sajjata Shibir (Students Development Programme) given us unique identity in academia of Gujarat state. We have been organizing the Shibir since 2016-17. Not only our students but the students of neighbouring colleges also participate in it and get enriched in their respective subject. It's a full day programme in which the students get a chance to interact with 11 scholars of their subjects. The programme is a good way for positive impact on their examination results and their overall domain knowledge. In the academic year 2018-19, from 10th September to 15th September 2018, we organized the programme for the students of G. K. Sanskrit, English, Economics and Commerce. In all 55 experts and 948 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 morning the plenary consisted 3 speakers and in post-lunch session there were 3 sessions for the students of each year (i.e. F.Y., S.Y., and T.Y.) in 3 class-rooms where 3 lectures were arranged for each class (Total 9 lectures). At the end of the day, the students get reading material too. In this way our practice precisely leads to the core concept of higher education that is to equip the students with contemporary development of their respective fields. Career Guidance session for open competitive examination preparation is our best practice. To secure their future, the students have to focus upon their career. The CCPC (Career Counseling and Placement Cell) planned out a session for all the aspirant students. This activity was scheduled for 28th January (i.e. from 28th January 2019 to 2nd February 2019). It covered the typical aspects of various competitive examinations conducted nowadays. Every day 3 guidance lectures of one hour each were conducted for the participants. The detailed programme and topics covered is as follows:

No.	Date	Time	Topic	Speaker
1	28/01/2019	10:15 to 11:10	Types of Competitive Examinations	Prof. Surendrasinh Vaghela
2	28/01/2019	11:15 to 12:15	Structure of Competitive Examination	Prof. Jahid Husen Chauhan
3	29/01/2019	10:15 to 11:10	General Knowledge	Prof. Yashpal Jadeja
4	29/01/2019	11:15 to 12:15	Current Affairs	Prof. Vaibhav Kothari
5	30/01/2019	10:15 to 11:10	Mathematical Logic	Prof. Nitendra Patel
6	30/01/2019	11:15 to 12:15	Mathematical Equations	Prof. Ganichi
7	31/01/2019	10:15 to 11:10	Reasoning Ability Part - 1	Dr. Devendra
8	31/01/2019	11:15 to 12:15	Reasoning Ability Part - 2	Dr. Lalita Solanki
9	01/01/2019	10:15 to 11:10	Functional English Language	Dr. Rucha Brahm
10	01/01/2019	11:15 to 12:15	English Grammar	Prof. Shweta Panwar
11	02/01/2019	10:15 to 11:10	Functional Gujarati Language	Dr. Dipak Pandya
12	02/01/2019	11:15 to 12:15	Gujarati Grammar	Dr. Sameer Bhatt

In the week long programme 11 faculty members of the college rendered their services voluntarily and 711 students were benefitted from it without paying a fee. The informal feedback from the students suggested that the entire session was really a fruitful one for them.

Its Duties Functions 15.06.18 137 B.com -sem-3 6 F.C.-201-Tourism Ma
15.06.18 137 B.com -sem-3 7 S.S-202- Pollution Its Control 19.11.18 13
sem-4 8 F.C.-202-Right to Information Act 19.11.18 133

Provide the weblink of the institution

<https://samarpancollege.org/wp-content/uploads/2020/10/Institutional-Distinctiveness-2018-19.pdf>

8.Future Plans of Actions for Next Academic Year

To sign-up more MoUs for overall student development. (for Students Exchange Programme, Teachers Exchange Programme, Internships or industrial training, Social responsibility awareness etc.) To initiate the registration process for Samarpan Alumni Association. To impart scholarships/freeships to meritorious students and economically backward students through the Samarpan Alumni Association. Criterion-wise data collection responsibilities are assigned to different teachers. The practice would help the IQAC Coordinator at the time of AQAR and SSR submission. To provide financial support to teachers and students to attend academic seminars/workshops. To arrange activities for personality development of the students.