

SACC IQAC (1.1.1 Departmental Responsibility Summary)

NAAC SSR/AQAR : YEAR : 2020-21

DEPARTMENTAL RESPONSIBILITY & REQUIRED DOCUMENTS FOR METRIC 1.1.1

S/N	DESCRIPTION	REQUIRED DOCUMENTS	Submitted(Yes/No)								Remarks
			Sanskrit	English	Gujarati	Economics	Sociology	Psychology	Comme-A	Comme-B	
1	Time table & work load distribution	1.Departmental Time table	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
		2.Work load distribution chart	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
2	Academic Calendar	1.Departmental Academic Calendar	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
3	Induction Programme	Notice	Yes	Yes	NO	Yes	Yes	Yes	Yes	NO	
		Programme Schedule	Yes	Yes	NO	Yes	NO	NO	Yes	NO	
		Students' attendance sheet	Yes	Yes	NO	Yes	Yes	Yes	Yes	NO	
		Photos	Yes	Yes	NO	Yes	Yes	NO	Yes	NO	
		Report	Yes	Yes	NO	Yes	Yes	Yes	NO	NO	
4	Post Admission Test	Notice	Yes	Yes	Yes	NO	Yes	Yes	Yes	NO	
		Programme Schedule	NO	Yes	NO	NO	Yes	NO	Yes	NO	
		Students' attendance sheet	NO	Yes	NO	NO	Yes	NO	Yes	NO	
		Photos	NO	Yes	NO	NO	NO	NO	Yes	NO	
		Result and Report	NO	Yes*Res-N	Yes*Res-N	NO	Yes	Yes*Res-N	Yes	NO	
5	Bridge Course	Notice	NO	Yes	NO	NO	NO	NO	NO	NO	
		Programme Schedule	NO	Yes	NO	NO	NO	NO	NO	NO	
		Students' attendance sheet	NO	Yes	NO	NO	NO	NO	NO	NO	
		Photos	NO	Yes	NO	NO	NO	NO	NO	NO	
		Report	NO	NO	NO	NO	NO	NO	NO	NO	
6	Expert Lecture	Notice	Yes	NO	Yes	Yes	Yes	Yes	Yes	NO	
		Programme Schedule	Yes	NO	Yes	NO	Yes	NO	Yes	NO	
		Students' attendance sheet	Yes	NO	Yes	Yes	Yes	Yes	Yes	NO	
		Expert Invitation letters	Yes	NO	Yes	Yes	Yes	NO	NO	NO	
		Expert thanks letter	Yes	NO	Yes	NO	Yes	NO	NO	NO	
		Students feedback	NO	NO	NO	NO	NO	NO	NO	NO	
		Photos	Yes	Yes	Yes	Yes	Yes	Yes	Yes	NO	
		Report	Yes	NO	Yes	Yes	Yes	Yes	Yes	NO	
7	Guest Lecture	Notice	Yes	NO	Yes	NO	NO	NO	Yes	NO	
		Programme Schedule	Yes	NO	Yes	NO	NO	NO	Yes	NO	
		Students' attendance sheet	Yes	NO	Yes	NO	NO	NO	Yes	NO	
		Guest Invitation letters	Yes	NO	Yes	NO	NO	NO	Yes	NO	
		Guest thanks letter	Yes	NO	Yes	NO	NO	NO	NO	NO	
		Students feedback	NO	NO	NO	NO	NO	NO	NO	NO	
		Photos	Yes	NO	Yes	NO	NO	NO	Yes	NO	
		Report	Yes	NO	Yes	NO	NO	NO	Yes	NO	
8	Students Development Programme	Notice	Yes	Link	NO	Yes	Yes	NO	Yes	Yes	
		Programme Schedule	NO	Is	NO	Yes	Yes	NO	Yes	Yes	
		Students' attendance sheet	Yes	Given	NO	Yes	Yes	NO	Yes	Yes	
		Guest Invitation letters	Yes	But	NO	Yes	Yes	NO	NO	Yes	
		Guest thanks letter	Yes	It does not	NO	Yes	Yes	NO	NO	Yes	
		Students feedback	NO	Work	NO	NO	NO	NO	NO	NO	
		Photos	Yes	Please	NO	Yes	Yes	NO	Yes	Yes	
		Report	Yes	Resend	NO	Yes	Yes	NO	Yes	Yes	

SACC IQAC (1.1.1 Personal Responsibility Report)

NAAC SSR/ AQAR : YEAR : 2020-21 PERSONAL RESPONSIBILITY & REQUIRED DOCUMENTS FOR METRIC 1.1.1

S/N	DESCRIPTION	REQUIRED DOCUMENTS	Submitted(Yes/No)																		Re
			S1	S2	S3	En1	En2	En3	En4	G1	G2	G3	Ec1	Ec2	Ec3	So1	P1	C1	C2	C3	
1	Time table as per Work load distribution	1.Personal Time table with Workload distribution	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes		
2	Work load distribution	1. Work load distribution chart	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes		
3	Academic dairy/ Lesson plan	1.Personal Academic dairy/ Lesson plan	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes		
4	Classroom lessons through PPT	1.Data sheet with date, time, sem., paper & topic	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No		No	No		Yes	Yes	Yes	Yes		
		2. Upload/ provide link of PPT on website	Yes	Yes	No	Yes	No	No	No	Yes	No		No	No		Yes	No	No	Yes		
5	Classroom lessons through YOU TUBE VEDIO	1.Data sheet with date, time, sem., paper & topic	No	No	No	Yes	No	No	No	Yes	Yes		No	No		Yes	No	No	No		
		2. Upload/ provide link of YOU TUBE VEDIO on website	No	Yes	No	Yes	No	No	No	Yes	Yes		No	No		Yes	No	No	No		
6	Classroom lessons through Films & Videos	1.Data sheet with date, time, sem., paper & topic	Yes	No	No	No	No	No	No	No	Yes		No	No		Yes	No	No	Yes		
		2. Upload/ provide link of Films & Videos on website	No	No	No	No	No	No	No	No	Yes		No	No		Yes	No	No	Yes		
7	Provide any other e-content	1.Data sheet with date, time, sem., paper & topic	No	Yes	No	Yes	No	No	No	No	Yes		No	No		No	No	Yes	No		
		2.Upload/ provide link of any other e-content on website	No	No	No	No	No	No	No	No	Yes		No	No		No	No	No	No		
8	Flipped classroom	1.Data sheet with date, time, sem., paper & topic	No	No	No	Yes	Yes	No	No	Yes	No		No	No		No	No	No	Yes		

SACC IQAC (1.1.1 Personal Responsibility Report)

S/N	DESCRIPTION	REQUIRED DOCUMENTS	Submitted(Yes/No)																		Re
			S1	S2	S3	En1	En2	En3	En4	G1	G2	G3	Ec1	Ec2	Ec3	So1	P1	C1	C2	C3	
		2.students present sheet	No	No	No	No	No	No	No	No	No		No	No		No	No	No	No		
9	Group Discussions	1.Data sheet with date, time, sem., paper & topic	Yes	No	Yes	No	Yes	No	No	Yes	Yes		No	No		Yes	Yes	Yes	Yes		
		2.students present sheet	Yes	No	Yes	No	Yes	No	No	No	No		Yes	Yes		Yes	Yes	Yes	Yes		
10	Remedial class	1.Data sheet with date, time, sem., paper & topic	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes		No	No		Yes	No	Yes	Yes		
		2.students present sheet	Yes	No	Yes	Yes	Yes	No	Yes	Yes	Yes		No	No		Yes	No	Yes	Yes		
11	Teaching through Wall-paper Design	1. Wall-paper sheet	Yes	Yes	Yes	No	No	No	No	No	No		Yes	Yes		Yes	No	Yes	Yes		
12	Personal counseling/ mentoring of stu.	1.Data sheet	No	No	Yes	Yes	No	No	No	No	No		No	No		No	No	No	No		
		2. No of students	No	No	Yes	Yes	No	No	No	No	No		No	No		No	No	No	No		
13	Syllabus completion report	1. Syllabus completion report	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes		
14	CIE & Uni. Exam. Result analysis	1. CIE Result analysis	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes		
		2. Uni. Exam. Result analysis	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes		
15	CO	1.CO. 2.CO. 3.CO. 4.CO.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes		
16	Question bank & Question papers	1. Question bank	No	No	No	No	No	No	No	No	No		No	No		No	No	No	No		
		2. Question papers	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes		
17	Assignments Questions & No. of Assignments submission	1.Assignments Questions	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes		
		2. No. of Assignments submission	---	---	---	---	---	---	---	---	---		---	---		---	---	---	---		
18	API FORM	As per given format	No	No	No	Yes	Yes	Yes	Yes	Yes	No		No	No		Yes	No	No	Yes		

Code: S = Sanskrit (1-AJP, 2-HVV, 3-TKN); En = English (1-RAB, 2-VRK, 3-SRP, 4-RHM); G = Gujarati (1-DMP, 2-SPB, 3-DGP); Ec = Economics (1-NNP, 2-JGC, 3-MBC) So = Sociology (1-RJP); P = Psychology (1-SMV); C = Commerce (1-LMS, 2-MBR, 3-SNU).