



## YEARLY STATUS REPORT - 2022-2023

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Gandhinagar Charitable Trust Sanchalit Samarpan Arts and Commerce College
• Name of the Head of the institution	Dr. Rajesh H. Mehta
• Designation	Principal (In-Charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	7436069996
• Mobile No:	7016304443
• Registered e-mail	samarpannaac@gmail.com
• Alternate e-mail	samarpancollege@yahoo.com
• Address	Near KH-7 Circle, Sector 28,
• City/Town	Gandhinagar
• State/UT	Gujarat
• Pin Code	382028
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated College
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)												
• Name of the Affiliating University	Gujarat University												
• Name of the IQAC Coordinator	Prof. Vaibhav Kothari												
• Phone No.	7436069996												
• Alternate phone No.	7436069996												
• Mobile	8160821703												
• IQAC e-mail address	samarpannaac@gmail.com												
• Alternate e-mail address	vrkothari82@gmail.com												
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://samarpancollege.org/wp-content/uploads/2024/05/SACC_AQAR_2021-22.pdf">https://samarpancollege.org/wp-content/uploads/2024/05/SACC_AQAR_2021-22.pdf</a>												
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes												
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://samarpancollege.org/wp-content/uploads/2024/05/Academic-Calendar-2022-23-GU-and-SACC-merged.pdf">https://samarpancollege.org/wp-content/uploads/2024/05/Academic-Calendar-2022-23-GU-and-SACC-merged.pdf</a>												
<b>5.Accreditation Details</b>													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>C</td> <td>1.96</td> <td>2019</td> <td>28/03/2019</td> <td>27/03/2024</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	C	1.96	2019	28/03/2019	27/03/2024
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to								
Cycle 1	C	1.96	2019	28/03/2019	27/03/2024								
<b>6.Date of Establishment of IQAC</b>	23/06/2016												
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>													

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Samarpan Arts and Commerce College	Salary Grant for Management Appointed Employees	Gandhinagar Charitable Trust	2022-23	685388
Samarpan Arts and Commerce College	Udisha (Placement)	K.C.G. GoG	2022-23	15000
Samarpan Arts and Commerce College	N.S.S.	Gujarat University	2022-23	25000
Samarpan Arts and Commerce College	Innovation Club	Govt. of Gujarat	2022-23	5000
Samarpan Arts and Commerce College	Azadi Ka Amrut Mahotsav	Govt. of Gujarat	2022-23	20000

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>04</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded

<p><b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b></p>	<p>No</p>
<p>• If yes, mention the amount</p>	
<p><b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b></p>	
<p>1. Professional Development Programme for Teachers on NAAC Methodology 2. Innovation Club Training to Students for Skills Enhancement 3. Seminar on 'Cooperative Sector' organized by IQAC and Dept of Economics, in association with Office of Gandhinagar District Registrar, Cooperative Societies 4. Hosted Gandhinagar District Mega Job Fair at College Campus 5. One Day National Seminar on 'Shri Aurobindo's Influence On Gujarati Literature' organized by IQAC and Dept of Gujarati in association with Sahitya Akademi, New Delhi</p>	
<p><b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b></p>	
<p></p>	

Plan of Action	Achievements/Outcomes
1. To hold Seminars for Academic Enrichment	1. National Seminar on 'Shri Aurobindo's Influence On Gujarati Literature' organized by IQAC and Dept of Gujarati in association with Sahitya Akademi, New Delhi and A Seminar on 'Cooperative Sector' were organized
2. To boost Placement efforts	2. The college hosted Gandhinagar District Mega Job Fair and students also participated in GoG Placement Drive
3. Efforts are to be made for skill enhancement of students	3. The college received grant of 5000/- Rs. to set up Innovation Club at the college and training was given to students as to how to carry out DIY tasks
4. To give exposure to students through Field Visits	4. The students visited Mundra Port, Adani Power Station and Refinery at Kutch
5. Activities under Neighbourhood School Outreach Programme	5. Students performed a Skit on 'Eradication of Superstition' at Aavidada School and carried out Cultural and Sports Activities

<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
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- Name of the statutory body

Name	Date of meeting(s)
Board of Governance, Gandhinagar Charitable Trust	06/11/2023

<b>14. Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
2021-22	28/12/2022

**15. Multidisciplinary / interdisciplinary**

With the implementation of NEP 2020 by Gujarat University, the college will adopt such courses as prescribed in the policy.

**16. Academic bank of credits (ABC):**

The college will adopt the Academic Bank of Credits mechanism as per instructions of Gujarat University.

**17. Skill development:**

In order to develop skills among students, the college carries out a number of activities. This year, the college received grant from the Government of Gujarat under Innovation Club initiative. The coordinator of the Innovation Club, Dr. N. N. Patel attended training programmes for coordinators and then invited the GoG approved trainers for hands-on training to students and to show them how skills obtained in classroom can be applied to professional work. The students are also involved in internship programme to hone their skills.

**18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The draft document of National Education Policy puts a lot of emphasis on the integration of Indian Knowledge System to the course curriculum. The college has been offering Sanskrit as a Core subject since its inception. A paper of Compulsory Sanskrit is taught to all the undergraduate students of Arts faculty. Students are familiarised with the rich treasure of Sanskrit literature through the curriculum as well as co-curricular activities. Apart from this, the medium of instruction at the college is Gujarati and Gujarati is also offered as a Core subject. The students are made aware about significant contribution of Gujarati litterateurs as part of Indian literature in general. The Department of English offers papers in Indian Writings in English whereby students get to know the works of Indian writers writing in English. They are made aware about the cultural diversity of India through IWE.

**19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):**

Students are made aware about learning outcomes of various courses. Each department has drafted the Course Outcomes and Programme Specific Outcomes which have been displayed on the college

website for the perusal of all the stakeholders. There is a mechanism to measure learning outcomes in place.

**20.Distance education/online education:**

Many teachers of the college make use of online teaching-learning platforms like MS Teams, Google Classroom and Google Meet. With the relaxation in Covid-19 guidelines, offline education has become possible. But in order to enrich their teaching-learning experience, teachers still use such platforms to engage students creatively. Moreover, there is a study centre of Indira Gandhi National Open University, situated in the college premises, through which distance education is facilitated for stakeholders.

**Extended Profile**

**1.Programme**

1.1	279
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1	1648
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	381
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	323
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	15
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	0
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

### 4.Institution

4.1	17
Total number of Classrooms and Seminar halls	

4.2	2.880356
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	38
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

To put the curriculum into practice, the college establishes an academic calendar at the start of each year, aligning it with the university's academic schedule. The IQAC, in collaboration with various committees, develops an action plan. This academic calendar is then formulated and distributed to all relevant parties.



Timetables for the Arts and Commerce faculties are created, covering all subjects including Core, Elective, Foundation, and Soft Skills. The approach to covering the syllabus encompasses lectures, discussions, internal assessments, and assignments, with each teacher maintaining an Academic Diary.

Teachers employ diverse instructional techniques such as PowerPoint presentations, utilization of multimedia resources like films and videos, group discussions, flipped classroom methodology, and supplementary remedial sessions alongside traditional teaching methods.

A meeting is organized by the principal for all Heads of Departments to ensure the efficient execution of the curriculum. At the beginning of the academic year, the college arranges 'Deeksharambh', an initiative endorsed by the UGC. During this event, students are briefed about Program Outcomes (PO), Program Specific Outcomes (PSO), Course Outcomes (CO), the college's operations, available resources, and the expectations for contributing to the college's vision and mission.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college commences its teaching sessions once it receives the academic calendar from the University at the start of the academic year. Based on this calendar, the academic calendar committee formulates its own academic schedule. This schedule outlines the anticipated dates for academic sessions of different semesters, tentative examination schedules, the college's Annual function, holiday list, and various planned activities throughout the year.

Utilizing the college's academic calendar as a reference, each department prepares its own academic calendar, which includes schedules for seminars, workshops, expert-led lectures, educational tours, departmental activities, student-centric events, and the analysis of student feedback. A copy of this departmental academic calendar is submitted to the college Principal. The Heads of

Departments organize meetings with their faculty members to ensure the efficient execution of the academic calendar.

At the beginning of the academic year, evaluation methods are communicated to the students, detailing:

- The grading system for both University and internal examinations.
- Curriculum specifics, including the weighting of each unit.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://samarpancollege.org/wp-content/uploads/2024/05/Academic-Calender -2022-23 GU-and-SACC merged.pdf">https://samarpancollege.org/wp-content/uploads/2024/05/Academic-Calender -2022-23 GU-and-SACC merged.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

06

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

04

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

142

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

142

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college integrates courses that emphasize Gender, Human Values,

Environment, and Ethics. Each year, a course in Environmental Studies is provided to first-year B.A. and B.Com. students, aiming to raise awareness about the detrimental impacts of global warming, pollution, etc. The Department of English presents a course titled 'Women's Writings', focusing on challenging gender stereotypes and showcasing how women writers subvert these notions in their works. Additionally, a course on community engagement services is available within the N.S.S. curriculum. The college integrates courses that emphasize Gender, Human Values, Environment, and Ethics. Each year, a course in Environmental Studies is provided to first-year B.A. and B.Com. students, aiming to raise awareness about the detrimental impacts of global warming, pollution, etc. The Department of English presents a course titled 'Women's Writings', focusing on challenging gender stereotypes and showcasing how women writers subvert these notions in their works. Additionally, a course on community engagement services is available within the N.S.S. curriculum.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

73

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://samarpancollege.org/wp-content/uploads/2024/05/Feedback-Analysis-and-Action-Taken-Report-2022-23-merged.pdf">https://samarpancollege.org/wp-content/uploads/2024/05/Feedback-Analysis-and-Action-Taken-Report-2022-23-merged.pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

705

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

403

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution has a policy to identify students as advanced

learners or slow learners. The first demarcation is done through their H. S. C. results. The base line for advanced learners is above 60% of marks and for slow learners is below 50% of marks. In the next step, each department conducts a post-admission test and bridge course for its respective students. In fact, the college is in process of establishing the assessment effectively.

The institute organizes student development programmes, students exchange and faculty exchange programmes, expert lectures, encouragement to participate in seminars for advanced learners. Keeping in the view the need of slow learners, the college conducts remedial classes, and arranges guest lectures, expert lectures, and exchange programmes.

File Description	Documents
Link for additional Information	<a href="https://samarpancollege.org/wp-content/uploads/2022/03/Learning-level-policy.pdf">https://samarpancollege.org/wp-content/uploads/2022/03/Learning-level-policy.pdf</a>
Upload any additional information	No File Uploaded

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1648	15

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

To enhance the learning experience of the enrolled students, the institution incorporates all three methodologies in its curricular delivery. These methods give the students a lifelong learning lesson.

For experiential learning the college arranges field visit, study tour, students and faculty exchange programmes, the students are motivated to prepare wall-papers, posters for easy understanding of their syllabus related topics.

The participative learning can be spurred through involvement in seminars, exchange programmes, Student Development Programmes, certificate courses, sports and cultural activities ,career counselling programme.

And the problem solving strategy is developed through project work, group discussion, quiz programme, and home assignments.

Students are encouraged by each faculty to take an active part in all these activities. All these activities inspire students to enrich their learning experience.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The teaching-learning process implemented at the institution has enough scope for teachers to use various ICT tools.

Our institute has classrooms with 5 LCD projectors. Wi-Fi facility is available in the college. Speaker and mike are also available to use. The general timetable of the college has been prepared in such a manner that each department has been allotted a class room with one LCD projector. Through which the teachers give PPT. The teachers have created their own videos and uploaded them to YouTube. The presentations and videos are also made available on college website for easy access to students. They can learn through it anytime, anywhere.

Apart from this, the college teachers make optimal use of different social media platforms to share reading material, guidance, and mentoring the students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://samarpancollege.org/e-content/">https://samarpancollege.org/e-content/</a>



**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

**2.4 - Teacher Profile and Quality**

**2.4.1 - Number of full time teachers against sanctioned posts during the year**

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

11

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**

**2.4.3.1 - Total experience of full-time teachers**

250

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution assesses the students through internal terminal examinations and other modes such as home assignments, classroom attendance, group discussion, quiz, presentation, project work, and viva voce. A policy is in place to monitor the mechanism.

The college has formed 'Examination Committee' to look after all the examination.

The examination dates are reflected in the academic calendar displayed on college website and notice board. The students get their examination schedule and seating arrangement chart well in advance, through classroom notices and WhatsApp group. Guidance session, providing the information of online process, has also been arranged for the students. There is a provision for retest of the students.

Home assignments are also collected from the students. A consolidated mark sheet, reflecting internal test marks, assignment marks and attendance score, is submitted to the college online by the teachers. Final internal marks are announced on the notice board and website for the information of the students, and forwarded to affiliating university for inclusion in semester result.

File Description

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The institution efficiently tries to redress the grievances of the students and it has a policy for it. The college declares the internal examination results prior to the final submission of the internal marks to the university, and puts it on notice board and website. The students are instructed to contact the examination committee if they have any complaint for the declared marks. Then they have to follow the procedure given in the policy to resolve the issue.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://samarpancollege.org/wp-content/uploads/2022/03/Exam-grievance-policy.pdf">https://samarpancollege.org/wp-content/uploads/2022/03/Exam-grievance-policy.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Our institution is affiliated to Gujarat University. The syllabi of all core courses and elective courses are designed by various boards of studies of the university. The syllabi of all courses are available on the university website. When a new syllabus is introduced, IQAC instructs the concerned department for preparation of its PO, PSO, and CO. Once they are finalized, they are displayed on the college website. Thus, the faculty, students and other stakeholder can access PO, PSO, CO from college website. Besides this, the institute communicates these PO, PSO, CO to the students in 'Deeksharambh', an initiative suggested by the UGC. The programme is arranged at the start of the new academic year for the first semester students. In addition to that, each department organizes 'induction programme' for the newcomers, where the teachers provide details of PO, PSO, CO in depth.

Repetitively, at the onset of each semester, the concerned teacher shares the CO of her/his respective courses with the students. The

teacher plans to deliver her/his course content in such a way that the targeted outcomes of program and course can be achieved. The college analyses result and feedback forms collected online from students to ensure whether the PO, PSO, CO are achieved or not.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://samarpancollege.org/wp-content/uploads/2022/03/Course-Outcomes-All-subjects.pdf">https://samarpancollege.org/wp-content/uploads/2022/03/Course-Outcomes-All-subjects.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

**2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.**

Our institution measures the attainment of program outcomes, program specific outcomes and course outcomes through various modes of evaluation.

An analysis of course wise university result is prepared and submitted to IQAC by each department. The analysis becomes helpful to measure the attainment. If the university result and college result differs much in any course, the concerned teacher is instructed to improve her/his teaching-learning method and following result. Apart from this, the CIE also appends the institution to measure the attainment through creation of wall papers, group discussion, quiz, viva voce, and home assignments. Each teacher maintains an academic diary in which she/he makes note of the incremental progress in curriculum delivery and the methods employed to communicate learning outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

**2.6.3 - Pass percentage of Students during the year**

**2.6.3.1 - Total number of final year students who passed the university examination during the year**

387

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://samarpancollege.org/wp-content/uploads/2024/05/Student-Satisfaction-Survey-22.23.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

142600 Yen

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

01

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://nrid.nii.ac.jp/search/?kw=Riho%20Isaka">https://nrid.nii.ac.jp/search/?kw=Riho%20Isaka</a>

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

01

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

02

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

05

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The National Service Scheme (NSS) unit at the college, in conjunction with faculty members and student volunteers undertook many extension activities with the kids and residents in the nearby village of Aadivada.

**Village Cleanliness Campaign**

Samarpan College conducted a cleanliness campaign in the neighboring rural areas. NSS volunteers, alongside local inhabitants, actively engaged in cleaning public spaces, removing litter, and promoting proper waste disposal practices.

**Blood Donation Drive**

To address the ongoing need for blood and raise awareness about the critical importance of blood donation, Samarpan College organized a blood donation camp on its premises. The event was held in partnership with the Red Cross Society.

**Health Checkup Camp**

Samarpan College hosted a medical checkup camp on its premises in collaboration with the United Charitable Trust. The camp offered free medical consultations and health screenings for students, faculty, and staff, promoting health awareness and enabling early detection and intervention for potential health issues.

**NSS Orientation Session**

The NSS Unit conducted an orientation lecture, led by Prof. T. K.

Nayak, emphasizing the value of community service, ethical leadership, and the youth's role in fostering positive change.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

01

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

11

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**



**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

709

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

01

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has established a committee called the Infrastructure Development and Maintenance Committee. This committee proposes plans for necessary facilities and the upkeep of existing ones. After reviewing the committee's recommendations and assessing facility requirements, the college management devises a plan for implementing these suggestions. The primary focus is on creating infrastructural facilities that cater to student-centric activities.

Regarding classrooms, there are a total of 17 spacious and well-ventilated rooms equipped with sturdy benches, fans, lights, green boards, and reliable Wi-Fi connectivity. Additionally, there are 5 overhead projectors, white screens, and green boards. Eight classrooms can accommodate up to 180 students each, while the remaining nine can hold 80 students each. Furthermore, there is a fully operational computer lab on the campus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution boasts ample facilities for cultural activities, sports, indoor and outdoor games, gymnasium, and a yoga center.

**1. Sports:**

- Sports Room: Furnished with chairs, tables, cupboards, display boards, green board, and notice board. The Bapu Foundation permits the use of the sports ground adjacent to Sector-28, Gandhinagar for various sports activities.

- Outdoor Games: Includes facilities such as a volleyball court, football pitch, kho-kho court, cricket ground, kabaddi court, horse riding arena, running mud-track, and handball court.

- Indoor Games: Features a chessboard, badminton court, and table tennis court.

**2. Gymnasium:**

- A well-equipped gym with weightlifting and physical workout training equipment, including defense training gear.

**3. Yoga Centre:**

- The Samarpan Public School precinct is utilized for International Yoga Day celebrations, accommodating over 600 people for yoga performances.

**4. Hall for Indoor Cultural Activities:**

- Room A-101 serves as a space for practicing various cultural activities and organizing competitions such as debates, poetry recitations, elocution, and singing.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

05

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

05

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

##### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library utilizes the online cloud-based Integrated Library Management System called SOUL Software. This system operates with several key features including Built-in OPAC Smart Add, Instantly adding books using ISBN from the Internet, Members/Patrons Login, Member's Access History, Member's Online Reservations, Reviews and Ratings, Biblio data integration with Open Library, Email reminders for Due/Overdue items to the members, and Multiple language support (beta). The system offers ease of use, allowing users to locate or search for books by Title, Author, Call number, Publication details, or ISBN. The library houses a diverse collection including textbooks, reference books, journal titles, magazine titles, newspapers, and 90 CD & DVDs in English, Hindi, and

Gujarati. Notable items include Britannica Junior Encyclopedia (1975), 10 Volumes of Britannica Ready Reference, 25 volumes of Gujarati Vishwakosh (Gujarati Encyclopedia), 9 volumes of Bhagwadgomandal (Gujarati Encyclopedia and Dictionary of Etymology), and 4 volumes of Vedas and important Upanishads.

In the current year, more than 2000 textbooks have been provided to students in need as part of the Book-Bank initiative. Additionally, study material and books from the Indira Gandhi National Open University are available to students, and IGNOU students have access to the college library as well.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**2.46981**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

45

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

**4.3 - IT Infrastructure**

**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The college is committed to ensuring the security of its computer systems by regularly updating them with the latest antivirus software. An annual maintenance contract has been awarded to an agency for the upkeep of IT facilities, which includes maintaining 12 computers, a server, and 1 laptop utilized by both teaching and non-teaching staff, as well as 8 printers and a photocopier.

Furthermore, the entire campus boasts Wi-Fi connectivity, operating smoothly thanks to Reliance Jio and NAMO Wi-Fi, providing a robust internet bandwidth of 110 Mbps. To keep stakeholders informed about college activities, the college website is regularly updated. Additionally, recognizing the importance of efficient communication, the college has developed an android app available on the Google Play store. This app serves as a platform for disseminating information to both students and staff members, accessible through their registered mobile numbers in the college database.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

42

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1.80137

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college prioritizes the optimal utilization and appropriate maintenance of its physical, academic, and support facilities. Several committees have been established to oversee the effective operation of laboratories, libraries, classrooms, and the upkeep of sports equipment and computers.

In the Computer Laboratory, a designated individual appointed by the Management is responsible for maintaining the computers and ensuring the overall functionality of the laboratory.

For the Library, the library committee assists the librarian in book procurement and magazine subscriptions, while also managing records for the Book-Bank facility, which aids economically disadvantaged students.

Regarding the Sports Ground and Equipment, students receive training under the guidance of the Physical Training Instructor (PTI) at the college sports ground. They are equipped with sports uniforms and necessary gear. Additionally, a dedicated Sports room has been established within the college premises.

In terms of Computers and CCTV systems, regular maintenance ensures the computers are in working order, with antivirus software installed as a security measure. CCTV cameras undergo routine checks to maintain the quality of footage resolution. Projectors in smart classrooms are positioned to safeguard against dust and heat damage. Furthermore, photocopier machines, scanners, printers, and power backups are diligently maintained.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year



**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

565

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

712

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

353

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

353

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

01

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

45

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

**examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

07

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

**5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )**

The institution promotes students' participation in various activities of the college. One of the governing committees of college is 'SRC, Students' Grievances and Redressal, Anti-ragging, Discipline and Alumni Committee', which looks after the selection and election of Students' Representative Council. Our affiliating university has given us a directive to promote the representation of students in every possible way. The directive suggests that there should be one student representative per 50 students. The student representative is nominated on the basis of merit in their previous year examination. The council comprises of these representatives.

They select/elect one General Secretary and at least one Ladies Representative. Ideally, the GS and SR come from the students of third year. There are four other key positions from SRC i.e. Cultural Secretary, Sports Secretary, Debate Secretary, and Tour Secretary. The active involvement of these six councilors in administrative, co-curricular and extracurricular activities is solicited for smooth functioning of the college.

The students' council shoulders many responsibilities as it is the connecting link between the college administration and students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

13

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

**5.4 - Alumni Engagement**

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Our institution has a registered alumni association. The Association actively participates and co-operates in the functioning of the college throughout the year. Meetings of the alumni association are organized regularly. The association is ever ready to help in cash

or kind to the institute.

Our Alumni Association contributes financially for activities like medical checkup, blood donation, Thalassemia test and open competitive examination classes.

It also thrives to promote higher education in financially weaker section of society. For the purpose, it has decided to give scholarships to the students who are pursuing their graduation from Samarpan college and coming from financially weaker family.

The association is determined to participate in the development and progress of the college. Its active involvement in various programmes strengthens the relationship among the past and present students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**The Vision of the institution:**

- To shape a better future for mankind by producing integrity-driven individuals and socially responsible persons who benefit humanity/society in the long run.

**The Mission of the institution:**

- To care for the educational needs of the students from various areas of the state.

- To emphasize on all round development of the students by fostering creative activities to serve the local, regional and global needs of the society.

The college was established in 1996 under the aegis of Gandhinagar Charitable Trust to cast the net of higher education wider and prepare committed integrity driven citizens. In keeping with its vision and mission, the college has been instrumental in educating a number of students hailing from the marginal strata of society. More than 50% of students of the college belong to Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minority communities. The college has focused on providing quality education without indulging in gaining competitive edge over others or resorting to overt commercialization.

The IQAC, in tune with the management, takes initiatives in planning, implementing and streamlining the various quality improvement strategies of the college and discuss the policies in the staff meeting prior to its implementation. The Recommendations are presented in staff meetings for suggestion and even they can also suggest their own ideas in keeping in line with vision and mission of the institution.

It is but obvious that the college management is always positive to pave the way in the direction of the stated vision and mission.

File Description	Documents
Paste link for additional information	<a href="https://samarpancollege.org/vision-and-mission/">https://samarpancollege.org/vision-and-mission/</a>
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

To increase the efficiency and effectiveness; our administration is decentralized to a good extent. For the smooth conduct of the activities of teaching-learning, co-curricular and extra-curricular, the IQAC plans the activities at the onset of the academic year. For the purpose of beyond syllabus activities, various committees have been constituted. Once in a week, each committee organizes some student centric activity to motivate students for such activities.

As a part of decentralization, seven criterion coordinators, along

with assistant criterion coordinators, are given the responsibility to look after the required activities. The criterion coordinators participate in the decision making by providing suggestions from time to time. The suggestions from the coordinators are incorporated in the action plan by the institution.

There are seven departments in the institution. The decentralizing planning provides the departments the authority and responsibility to complete the desired academic task in the best possible manner. The departments hold regular staff meetings. The departments make a comprehensive academic calendar in accordance to the college and university academic calendars.

File Description	Documents
Paste link for additional information	<a href="https://samarpancollege.org/wp-content/uploads/2022/03/Latest-IQAC-formation.pdf">https://samarpancollege.org/wp-content/uploads/2022/03/Latest-IQAC-formation.pdf</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective plan document is an important component of the college strategy development and deployment process. The institute has chalked out a distinct quality policy on the basis of students. The institute aims at students' overall holistic development in the field of curricular, co-curricular and extra-curricular activities.

The institution adopts a policy for quality education. The college has independent, distinct policies and objectives leading towards achieving the goals and mission. Under the headship of the Principal, several major strategic imperatives are identified and necessary efforts are taken to improve the thrust areas. Teaching has been the first priority on the campus.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded



6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Being a grant-in-aid college, the institution has to follow the guidelines and directives of the state government. All the rules and regulations are strictly followed by the college.

Whole functioning of the system is graphically displayed through the institutional organogram, which is available on the institutional website. As suggested in the organogram Managing Trust is the supreme authority which takes due care of the smooth functioning of the college. Board of Governance is the strong link between the Trust and the Principal. The Principal regularly takes follow up from the Vice Principal and the IQAC about the overall functioning of the college. There are many policies and guidelines to administer the duties of the employees. The Principal oversees the routine function of the institute.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://samarpancollege.org/wp-content/uploads/2022/03/SACC_Organogram.pdf">https://samarpancollege.org/wp-content/uploads/2022/03/SACC_Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

#### 6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution takes utmost care to reach out to the staff in every possible manner. To name a few measures, we have listed out some of them in a bulleted mode:

- Group insurance
- Provisions of different types of leave
- Fee waive for Class 3 & 4 Staff members
- Provident fund
- College uniform for non-teaching staff
- For the self-development of teachers two seminar ( Paper presentation )/conference proceedings fees are to be given by Management.
- Tea Club ( Canteen Facility )
- Felicitation on any research related achievement
- RO Drinking water
- On the spot primary medical( health care) facility
- Duty Leave is granted for the development of the teacher
- Lift and Wheel Chair Facility for Differently- abled persons

File Description	Documents
Paste link for additional information	<a href="https://samarpancollege.org/wp-content/uploads/2022/06/Welfare-Schemes_6.3.1_2122.pdf">https://samarpancollege.org/wp-content/uploads/2022/06/Welfare-Schemes_6.3.1_2122.pdf</a>
Upload any additional information	No File Uploaded

#### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

##### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

15

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college follows the PBAS prescribed by the UGC. The University/Govt has developed an API system of the teaching staff. It regularly evaluates it and then forwards it to the University authorities for the final validation of API scores.

The outgoing students get an opportunity to evaluate the performance of their teachers and admin staff through the feedback mechanism.

The teacher's academic diary is also an assessment mechanism. It is a record of the teacher's work throughout the year. Moreover, daily reports , weekly reports of various departments and teachers are to be taken.

- Self appraisal and academic performance indicator forms are submitted by the teachers.

- Principal makes suggestions to faculty and staff for the improvement

- The teacher's academic diary clearly gives information of all academic, co curricular and extra-curricular contributions of a teacher. Academic diary is maintained by each faculty member

- Academic diary which reflects their overall performances during the academic year

It gives motivation and focus on teaching-learning process and research.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college maintains utmost transparency in financial transactions and it regularly undertakes Internal and External financial audits. It also maintains all the records in an efficient manner- in

physical statements as well as digital records.

The Internal Audit is carried out by the Principal and the Office Superintendent of the college periodically. The Second phase audit is done by the external and competent chartered accountants. The External Audit is done by the management appointed 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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

6.85388

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- College maintains an annual budget system and internal audit for the effective and efficient utilization of available financial resources.
- Proper accounts and utilization are ensured through financial planning at the beginning of the academic year. And financial auditing at the end of the financial year.
- Each committee has to present its financial budget to the

Principal and BOG in the beginning of the academic year.

- BOG along with Principal and IQAC think over all the major lists to be done in the year.
- Financial assistance from Management is used for the salaries of all the full-time employees in the college. The number of such posts are 08.
- Funds mobilized as follows.
  - non-salary grants
  - Salary Grants
  - Fees collected from students
  - UGC grants for NSS, Finishing school, Placement cell
  - Alumni contribution
  - Management support
  - Certificate Courses
  - SDP
  - Students Scholarship

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In the academic year 2022-23 , the IQAC has made significant contribution to grow the overall quality output of the institution. Following are some of the initiatives:

- Preparation of AQAR to be submitted to NAAC based on the quality parameters.
- Organization of workshops, in-house FDPs and seminars on quality related theme.
- Documentation of the various programmes / activities leading to quality improvement.
- To improve the methods of teaching-learning and evaluation.
- Ensuring the adequacy, maintenance and functioning of the support structure.

- To obtain feedback responses from students, parents, and other stakeholders on quality-related institutional processes.
- IQAC of our college is performing many important functions for the betterment of the institution like participation in AISHE, NIRF ranking, Faculty development programmes, online feedback etc.
- IQAC Review meetings are held twice a term.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

A regular review of teaching learning procedure plays a major role in quality assurance of educational institutional .The college has several mechanisms for evaluating teaching learning process. At the top of the institutional mechanisms for continuous review of this process is the Principal along with IQAC. The Department heads and coordinators of various committees support this mechanism.

Student's feedback helps us to measure the effectiveness of teaching. Continuous evaluation of students through regular unit tests and assignments strengthen learning. Student's progress is tracked through department wise analysis of results.

The use of ICT, audio visual aids, group discussions, flipped class, quiz, and wallpaper preparation is encouraged. The participation of teachers in syllabus formation, BOS, seminars, workshops, FDP, university paper setting, paper assessment is also encouraged. Remedial classes are conducted for slow learners.

One of the evaluation methods is Assignment. The teacher gives unit wise questions and the student has to submit assignments in the given time. In the each semester the student has to submit it or else he will lose the marks.

The impact of these measures is reflected in growing performances of the students in cultural, sports and extension activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

<b>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</b>	<b>B. Any 3 of the above</b>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 - Institutional Values and Social Responsibilities**

**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

Our institution, which embraces co-education, is committed to fostering gender equity among both students and faculty. To achieve this goal, the Collegiate Women’s Development Committee and Internal Complaints Committee (ICC) coordinate an Induction Programme for newly enrolled students, encompassing individuals of all genders. Dr. Rucha Brahmhatt, Head of the English Department at SACC, who holds a position on the executive committee of international organizations such as the Women’s League for Peace and Freedom (WILPF), enlightens students on fundamental gender concepts and the imperative for gender sensitization. Additionally, a course on Women’s Writings is offered in the M.A. English program, ensuring



awareness of legal provisions.

Our campus is equipped with comprehensive CCTV coverage, and round-the-clock security personnel are stationed by the management to ensure safety. A dedicated room is allocated for female students, overseen by a caretaker, providing them with a secure environment. The ICC is readily accessible for guidance and counseling on any issues that may arise, and an Android application facilitates anonymous feedback sharing. Furthermore, lectures addressing women's physical and mental health concerns are conducted.

To safeguard the privacy of female students during virtual classes, their User IDs feature initials. Additionally, separate WhatsApp groups have been established for male and female students, promoting effective communication and support.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	<b>B. Any 3 of the above</b>
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File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**Solid Waste Management:**

To address solid waste, the institute has installed separate bins for dry and green waste disposal across the campus. Staff members are instructed to use these bins accordingly. Awareness posters about waste segregation adorn the campus, facilitating proper disposal. The Gandhinagar Municipal Corporation's garbage collection vehicle regularly gathers dry and wet waste. Furthermore, to minimize paper consumption, office tasks primarily employ the Paperless Office method, with internal communication conducted through email and digital platforms. Faculty are encouraged to utilize electronic channels for communication to reduce paper waste. Used answer sheets and assignment notebooks are sent for recycling to a paper mill.

**Liquid Waste Management:**

Efforts are made to ensure liquid waste is directed to drain lines without spillage on campus. The institution is connected to the underground drainage system allocated by the GMC.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

A. Any 4 or All of the above

<p><b>1.Restricted entry of automobiles</b>  <b>2.Use of Bicycles/ Battery powered vehicles</b>  <b>3.Pedestrian Friendly pathways</b>  <b>4.Ban on use of Plastic</b>  <b>5.landscaping with trees and plants</b></p>	
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File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

To foster tolerance and harmony among students and peer groups, the institution has established the Mulyappravah Committee. Collaborating with the Cultural Committee, this body orchestrates various activities aimed at reinforcing the principles of plurality and democratic unity. The college supplements its curriculum with value-added courses, including instruction in Human Ethics and N.S.S. (National Service Scheme), emphasizing the values of social service regardless of caste, creed, religion, or ideology. Recognizing diversity as essential to democracy, the college annually honors national leaders who transcended narrow perspectives to unite the nation. Discrimination based on religion, caste, or regional affiliation is strictly prohibited within the institution, enforced through a comprehensive Code of Conduct adhered to by all stakeholders, ensuring an inclusive environment.

This year, the college initiated the Mulyappravah Lecture Series to instill universal values among stakeholders. The talks are arranged to promote principles of equality and social justice. The college celebrates the Birth Anniversary of Dr. B. R. Ambedkar and Savitribai Phule. To promote the idea of World Peace, Hiroshama Day was observed at the college in which adverse effects of war were shown to the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

To mold students into future citizens of high moral standing, the institution initiates activities aimed at instilling principles of constitutional patriotism. Initially, students are introduced to the concept of constitutional patriotism and cautioned against parochial nationalism, emphasizing its detrimental impact on national welfare. Annually, Constitution Day is commemorated on campus, where students and teachers recite the Preamble to the Constitution and pledge to uphold the Fundamental Duties enshrined within it. Stakeholders are sensitized to their responsibilities alongside the enjoyment of fundamental rights.

Through various NSS extension activities, students gain firsthand exposure to societal inequalities and ingrained belief systems, endeavoring to promote fraternity and equal rights through street plays and awareness campaigns. On National Voters' Day, observed on 25th January, stakeholders pledge to exercise their voting rights impartially. All stakeholders reaffirm their faith in the Indian Constitution, pledging unwavering allegiance to this cornerstone of our democratic nation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional**

A. All of the above

**ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution has a longstanding tradition of commemorating National Days such as Independence Day and Republic Day with grandeur. Distinguished individuals are invited to these events, where they preside over the flag hoisting ceremony. On numerous occasions, esteemed Defense Personnel from the Army and Air Force have graciously accepted our invitations to serve as Chief Guests, inspiring both students and staff members. Cultural performances, in which students enthusiastically participate, are also organized. Additionally, the institution observes the birth anniversaries of prominent figures such as Mahatma Gandhi, Sardar Patel, Swami Vivekananda, Dr. Ambedkar, and Dr. Radhakrishnan, hosting events such as book exhibitions, painting competitions, elocution contests, and essay writing competitions. Various other days like Teacher's Day, Indigenous People's Day, World Population Day, International Day of Migrants, among others, are also celebrated within the college.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### 1. Neighbourhood School Outreach Programme:

**Overview:** Samarpan College runs a Neighbourhood School Outreach programme every year. The goal of this initiative is to engage students from the college with children at underprivileged schools in the local community through teaching, tutoring, and enrichment activities.

#### Program Details:

Samarpan students sign up to volunteer in various activities at Aativada Primary School in a low-income neighbourhood near the college campus.

Activities include leading classroom lessons, providing individual tutoring in subjects like math and language, organizing educational games and activities, and serving as mentors.

#### Program Impact:

Provides enrichment and academic support for underprivileged children.

Allows Samarpan students to apply their subject knowledge while developing leadership, teaching, and community service experience

Helps raise awareness of educational inequalities and instill

values of social responsibility in college students

Strengthens ties between Samarpan College and local community.

**1. Digital Transformation:**

In order to promote paperless office culture, the institutional administration has moved to digital operational mode to facilitate various aspects of teaching-learning. Even before the outbreak of Covid-19, the college had been adopting digital technology. But with the onset of pandemic, drastic changes have been ushered into the daily functioning of the college. Teachers have been making use of e- platforms like Microsoft Office and Google Meet to reach out to students. Instead of handing out study material in hard copies, teachers post it on e-platforms. The college ERP is used for examination related work also by the teachers.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

**7.3 - Institutional Distinctiveness**

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The aspiration of our students' personality development and capacity building is our distinct dream. To prioritise that goal, we have enlisted many activities such as Training for Life Skills and Spoken English, Student Development Programmes, Faculty and Student Exchange Programmes, Exper and Guest Lectures, offering Community Engagement Services for holistic development of the students. This year, the Dept. of Sanskrit organized a special programme on 'Sanskrit Saptah' to groom the students through lessons inscribed in ancient knowledge system of our country. The College offered Certificate Courses in B.P.O, GST and Tally, CCC+, Entrepreneurship to equip students with market oriented skills.



File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

#### Action plan for the academic year 2023-24:

##### 1. Curriculum Enhancement:

- Review and update the existing curriculum to ensure alignment with NEP-2020.
- Introduce new elective courses or specializations that cater to emerging fields and career opportunities.

##### 2. Student Support and Development:

- Offer workshops and seminars on soft skills development, including communication, leadership, and problem-solving, to enhance students' employability.
- Provide counseling services and academic support to assist students in overcoming challenges and achieving their academic goals.

##### 3. Technology Integration:

- Invest in upgrading classroom technologies and infrastructure to facilitate blended learning approaches.
- Provide training for faculty members to effectively utilize educational technology tools for interactive and engaging teaching methods.

##### 4. Extension Activities and Community Engagement:

- Organize outreach programs and community service initiatives to encourage student involvement in social causes and community development.
- Host cultural events, seminars, and guest lectures that promote diversity, inclusivity, and global awareness among students and

faculty.

**5. Quality Assurance and Accreditation:**

- Conduct regular assessments and evaluations of academic programs and teaching methodologies to ensure quality standards are met.
- Work towards obtaining accreditation from recognized accrediting bodies to enhance the college's reputation and credibility.