Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**SMT. N. C. GANDHI AND SMT. B. V. GANDHI MAHILA ARTS AND COMMERCE COLLEGE**
Name of the head of the Institution	**Smt. R. A. Gohil**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02782203180**
Mobile no.	**9499802069**
Registered Email	**iqac@gandhimahilacollege.org.in**
Alternate Email	**gandhimahilacollege2012@gmail.com**
Address	**Address:883, Diamond Chowk**
City/Town	**Bhavnagar**
State/UT	**Gujarat**
Pincode	**364001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Shri Vishnubhai D. Chaudhari**
Phone no/Alternate Phone no.	**02782203180**
Mobile no.	**9499802069**
Registered Email	**iqac@gandhimahilacollege.org.in**
Alternate Email	**gandhimahilacollege2012@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gandhimahilacollege.org.in/fileadmin/user_upload/AQAR-2018-19.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://gandhimahilacollege.org.in/uploads/academic-calendar/academic-calendar-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	B++	81.55	2004	08-Jan-2004	07-Jan-2009
2	B	2.72	2009	31-Dec-2009	30-Dec-2014
3	B	2.30	2015	14-Sep-2015	13-Sep-2020

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**10-Jun-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
State Government	General	State Government	2020 365	101321
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View Uploaded File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Initiated student support mechanisms for higher education and competitive exams

Encouraged faculty members to publish more papers in indexed journals

Organized expert lectures for faculty development programs

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To encourage research work among students	Students prepare research project
To develop computer skills of students a part from their routine studies	Students participated in co-curricular activities and there by developed self confidence
To do optimal use of DELL lab for imparting education	Lectures arranged in DELL lab. The teachers make optimal use of DELL lab by audio visual method
To facilitated self-study habit among students	Students learn on their own collecting the relevant data and doing reference work in library and on campus
To promote Co-Curricular and sports activities for students	Students achieved prizes, ranks and medals in sports and in other various competitions
To encourage students to participate in anyone activity in the Sapt Dhara of learning initiated by the government of Gujarat	Student actively participated in seminars, guest lectures, different competitions conducted at the both academic and Co-Curricular levels
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Management	**22-Aug-2022**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**10-Aug-2015**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**31-Jan-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Gandhi Mahila College in Bhavnagar has implemented a robust Management**

Information System (MIS) aimed at enhancing operational efficiency, streamlining data management, and improving overall educational quality. The MIS serves as an integrated platform that centralizes information across various departments, providing realtime access to critical data for informed decisionmaking. Key Features and Modules The MIS at Gandhi Mahila College comprises several operational modules, each designed to address specific institutional needs: Student Management Module This module handles all aspects of student life, from admission to graduation. It tracks enrollment, manages attendance, and monitors academic performance. It also provides features for generating reports on student progress and demographic analytics. Faculty Management Module This module maintains faculty records, including qualifications, workload, and performance evaluations. It facilitates effective faculty scheduling, ensuring optimal resource allocation and tracking faculty development activities. Financial Management Module The financial management module automates fee collection, budget management, and payroll processing. It enhances transparency in financial transactions and generates detailed financial reports, enabling better fiscal planning. Examination Management Module This module streamlines the examination process, including scheduling, question paper generation, and result processing. It provides a systematic approach to managing assessments, ensuring timely and accurate reporting of results. Library Management Module The library module enhances the management of library resources, including cataloging and circulation. It allows students and faculty to access physical and digital resources efficiently, promoting increased usage of library services. Communication Module The communication module enables seamless interaction between faculty, students, and administration. It supports announcements, internal messaging, and feedback collection, fostering a collaborative environment. Alumni Management Module This module tracks

alumni engagement and achievements, facilitating networking opportunities and events. It helps maintain relationships with alumni, encouraging their involvement in college activities.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum planning and syllabus designing is decided by the university's board of studies. Many of our teachers have representation in the board of studies and they assist in the framing of the curriculum at both UG and PG level. Our collage implements new syllabus whenever the university's board of studies change the curriculum planning. The concerned departmental teachers are informed about the new curriculum; our teachers participate in the orientation workshops conducted for the new curriculum in the university. Whenever the syllabus changes the concerned H.O.D. and the representative teacher hands a copy of the new syllabus to the principal of our collage. Our library is regularly equipped with the reference books. The teachers are asked every year to submit a list of new reference book and journals. To be included in their respective departments for their students and the teachers provide a list of new books for reading. A copy of the syllabus with the names of reference book is circulated in the concerned department, in the library, and among the students. The teachers follow a regular timetable and the classes are conducted regularly. Through there are many extracurricular activities carried out for the students throughout the year, our teachers manage to complete the syllabus by arranging the extra classes. Attendance is taken; different techniques and methodof teaching learning are followed by different teachers. Most of our teachers make use of audio-visual method of teaching learning discussions are done by classes, guest lectures, seminars, presentations are arranged. All the departments maintain records of the faculties and students; regular feedback about the syllabus, teachers and collage is taken from the students. Regular counselling and guidance are provided and weak students are encouraged in learning.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting	Programme Specialization	Date of implementation of

CBCS		CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	**Arts and Humanities**	**15**
MCom	**Commerce**	**31**
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback form/formats are designed for the stakeholders. This includes faculty feedback, student feedback, alumina feedback etc. Faculty feedback from the students for the respective course is taken twice in a semester on various teaching/learning aspects and it is analysed by the HODs and corrective measures if any, are informed to the respective faculties for further improvements. The feedback so obtained is analysed for further improvement. Feedback from the parents is taken by interacting with them during Parent Teacher Meet. Feedback is taken from alumni for suggestions or improvements in the curriculum. Feedback from the final year students is taken for their suggestions in improving the curriculum. Feedback from faculties is also taken for their suggestions in syllabus revision. This feedback is discussed in meeting of training and placement cell. The collected data is entered in excel sheet and is presented in front of library committee for review and discussion. We have also installed a suggestion box which is accessible to all the stake holders so that they can give their feedback/ suggestions for improvements, if any. College Management conducts the exercise of student feedback every year. We have a system of taking feedback from students on infrastructure and also subject wise teachers. Thefeedback which measures parameters like Subject knowledge, Expression, Teaching aids used, methodology etc. which is analysed by our management for taking appropriate decisions for improving the

infrastructure and also quality of teachers. From these forms we are able to make out whether the proper teaching learning process is in place. Also, this process enables the institute to improve in the areas where ever necessary. Every semester junior faculty evaluation is processed by senior faculties, subject experts and inform to the faculties for enhancing their skills. The feedback is key tool which triggers in continuous improvement in the quality of education. The feedback is taken from students in order to analyse and implement as per their needs. Also, feedback is taken from experts and external examiners on quality of our students. Based on the faculty feedback the probationers and regular faculty are counselled for the lacunae. Based on the above feedbacks and suggestions received we take corrective actions to complete the loop.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	300	246	240
BCom	Commerce	300	186	177
MA	Arts and Humanities	100	12	9
MCom	Commerce	200	93	88
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	970	113	16	0	8

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students are assigned to a faculty member who acts as their mentor for the entire programme duration. Mentor regularly interacts with the students and monitor their academic performance and attendance. Students are counselled by the mentors, class advisors, subject faculties and HOD for improving their academic performance and attendance. Mentors and Class Advisors counsel the students regarding their performance and schedule additional lectures/practical's. At first year level, students academic and personal issues of concern are well

looked after by the class advisor/mentors. The critical cases are handled by first year in charges. This way the students realize their responsibilities at the early stage itself. Mentoring system is followed by all departments from the second year onwards. The students are given guidance for career, personal, besides academic issues. A special arrangement also, is made available to the students to deal with psychosocial issues arising in cases like single parenting, bread earner in the family etc. For higher semesters, the mentors allocated to the students will council same group of students for three years i.e., the same set of students will be monitored and counselled till they have passed the course. The meetings of mentorship are conducted every month, in which students meet their mentors for academic and personal issues. The students who have less attendance and who have missed their internal tests are paid special attention from mentor's side. Even the students with many issues are asked to call parents for parents- mentor meetings. The mentor is also responsible to provide counselling to the student and provide guidance regarding personal and academic issues. The mentor keeps track on their improvements and counsels them accordingly. The role of the mentor is to nurture the students and guide them for any issues they are coming across. Students with personal/family problems if any, are given counselling and support by a professional counsellor. A large number of students who perceive the professional course are quite focused, still they may fall short of score to be promoted to above sections. Such students are given counselling by the mentors and the subject teachers and remedial lectures are conducted. Students are supported and guided both in co-curricular and extracurricular activities. The mentors of the class discuss with each and every student individually and supports them in all the possible ways to enrich their academic performance. The mentors contact the parents and educates them, if required about their wards performance, and the academic programmes of the college as well as the support system and the monitor system the student and parents. The mentors always keep a check on the attendance of the student, the marks/grades obtained in the internals externals examinations, and regarding his/her candidature in the campus placement and provides remedial coaching.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1083	16	1:68

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
33	16	17	1	6

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Regular-Reviesd-2014	Semester - 6	30/03/2020	14/05/2020
BCom	Regular-Revised-2012	Semester - 6	01/04/2020	23/05/2020
MA	Regular-	Semester - 4	23/04/2020	30/06/2020

MCom	Regular-Revised-2014	Semester - 4	18/04/2020	14/05/2020

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

The institute Smt. N.C. Gandhi Smt. B. V. Gandhi Mahila Arts Commerce college is affiliated to S.N.D.T. Women's University, Mumbai. The institute follows the pattern of examination of the university. The students are informed the schedule and pattern of internal examinations at the beginning of the semester. The institute has reformed continuous internal evaluation system with student centric approach. The institute has formed Internal Examination Committee that regularly follows the schedule of academic calendar. ? Scheduling of Internal Examination, Seating arrangements, hall invigilators listed for everyexamination. ? Preparing the question paper in the prescribed pattern ? Scrutiny of the prepared question paper by HoD/Subject Experts ? Internal Assessment has to be carried out within the stipulated time. ? After completion of internal examination, the faculty evaluate the answer scripts and distribute the students for doubt clarifications. ? Result review meetings are conducted with result analysis and the remedial actions for further improvements.

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

The institute Smt. N.C. Gandhi Smt. B. V. Gandhi Mahila Arts Commerce college is affiliated to S.N.D.T. Women's University, Mumbai. The institute follows the academic calendar prepared by the University.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Regular-Reviesd-2014	BA	Arts	85	82	82.35
Regular-Revised-2014	BCom	Commerce	149	121	81.21
Regular-Revised-2014	MA	Arts and Humanities	14	10	71.42
Regular-Revised-2014	MCom	Commerce	31	31	100.00

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2.7 – Student Satisfaction Survey

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

https://gandhimahilacollege.org.in/uploads/sss/2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	**Physical Education**	**1**	**Nill**
National	**Commerce**	**1**	**Nill**
[View Uploaded File](#)			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Political Science	**1**
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	**1**	**6**	**0**	**0**
Attended/Seminars/Workshops	**0**	**1**	**0**	**0**
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Introduction to N.S.S.	**N.S.S. Department of the College**	**2**	**100**
Tree Plantation	**N.S.S. Department of the College**	**2**	**100**
Rakshabandha Celebration	**N.S.S. Department of the College**	**2**	**50**
Visit to Old Age Home	**N.S.S. Department of the College**	**2**	**50**
Cleanliness of College Campus	**N.S.S. Department of the College**	**2**	**100**
Kargil Vijay Divas	**N.C.C. Department of the College**	**1**	**49**
Independence Day	**N.C.C. Department of the College**	**1**	**41**
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students

			Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Laboratories	Existing
Value of the equipment purchased	Existing

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4.2 – Library as a Learning Resource

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

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

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	**78476**	**5582445**	**344**	**63628**	**78820**	**5646073**
Reference Books	**2876**	**327721**	**41**	**8047**	**2917**	**335768**
Journals	**43**	**19082**	**Nill**	**Nill**	**43**	**19082**
CD & Video	**779**	**53346**	**1**	**0**	**780**	**53346**
Weeding (hard & soft)	**5492**	**60402**	**463**	**16240**	**5955**	**76642**

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	**2**	**0**	**0**	**0**	**0**	**0**	**0**	**30**	**0**
Added	**2**	**0**	**0**	**0**	**0**	**0**	**0**	**50**	**0**
Total	**4**	**0**	**0**	**0**	**0**	**0**	**0**	**80**	**0**

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

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80 MBPS/ GBPS

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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility

No Data Entered/Not Applicable !!!

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
0.33	0.07	1.38	0.13

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Computer Lab: Annual maintenance contract is given to vendor for the maintenance and upkeep of all the computers in college. Sports infrastructure: Sports equipment as well as fitness related equipment are made available for all these games to the students. Gym facilities are available for students and teachers. Carom board, Badminton, Volleyball, Handball, Tennis ball, Basketball, Football or any other sports equipment is issued to the students. Teachers can also issue these sports equipment. Yoga, Aerobics and Taekwondo related facilities and training is given to NSO students. Department of Physical Education maintains the record of NSO classes and also their attendance. The teachers of Department of Physical Education keep a well-maintained record of all the sports equipment. Procurement of new equipment is done by following a proper procedure. The equipment is purchased according to the requirement of the teams that practiced for the Inter- College, State, National and other Open and Invitational Tournaments. Department also maintain the record of student attending daily sports practice, their refreshment and other requirements related to their respective game. Department also take care of the routine services of the various machines like grass cutting machine, gym machines, computer and printer. Library: The institute has an enriched library with 78,317 textbooks among them 159 text books were added in the current academic year. Library also shares a large number of reference books. 8 reference book were added in the academic year of 2018-19. There are 129 journals with 779 CD Video study materials available for the students and faculties of the institutes.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	District Nayab Niyamak Kacheri (Govt.) Scholarship	538	11900
Financial Support from Other Sources			
a) National	Scholarship from Trust – Bhavnagar Seva Samiti	64	180305
b)International	Nill	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Finishing School Training Program (Life and Employability Skill)	16/01/2020	40	Education Department Govt. of Gujarat
Finishing School Training Program (Functional English Skills)	13/02/2020	50	Education Department Govt. of Gujarat
Leadership Training Camp	24/07/2019	77	M. R. Pai Foundation Mumbai
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Udisha Placement Cell	39	39	Nill	Nill
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
N. C. Gandhi	3	1	Rojgar Kacheri, Gandhinagar	28	Nill
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SET	3
NET	1

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

Activity	Level	Number of Participants
Judo	National	1
Wrestling	National	1

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	B T Dravid Sanskrit Prize	National	Nill	1	60028	Doshi Ayushi M.
2019	Dr. Leela Hebalkar Gold Medal Prize	National	Nill	1	44001	Bavaliya Mayaben D.
2019	Dr. Leela Hebalkar Gold Medal Prize	National	Nill	1	44005	Parmar Payalben J.

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

Students have active representation on academic and administrative bodies and committees of the Institute. Class Committees: All programmes have class committees for each course that comprise of student members representing meritorious as well as weak students, along with faculty members nominated by the Head of the Department, other than the course teacher. The Class Committees provide feedback on all aspects of the programme and respective course. Class Committee Meetings are held regularly, at least twice in each semester. Cultural and Sports Committees: Students have strong representations in all cultural and sports and games committees and help in organization and management of events. Hostel Administration: Students provide strong support in the administration and management of hostel affairs. Each hostel has a Captain, Vice-Captain, Mess Committee, Cultural Committee, Sports Committee and

Cleanliness Committee. Students manage the entire functioning of the co-operative mess and organize extra-curricular events and competitions throughout the year. Organization of Special Events: Students organize, and celebrate the National Teachers Day, on Sept. 5, every year by honouring retired teachers and presenting cultural programme, the Inter-University English and Hindi Drama Festivals, intra-faculty and inter-faculty cultural and sports competitions, Shiksha Diwas on Jan. 1, Founder's Day celebrations on Jan. 31 and other National celebrations that include, Independence Day, Republic Day and various NSS and NCC and social service activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

310

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution adopts the democratic management approach to attain managerial tasks smoothly. The management takes innovative steps in managing the academic and administrative affairs. The institution follows the principal of decentralisation and participatory management approach in its style of functioning. It reflects in the process of planning, organizing, staffing, directing and co-ordinating of the institution. Management and Administration is responsible for imparting qualitative education to all and holistic development of the students. The institution is conscious enough to enhance the quality at various levels from peon to the president. All the stakeholders involve to achieve the goals of the institution. Management: The Management follows democratic decision-making process. All the groups imburse, involves in the discussion and the decision is taken by the majority of the groups. Administration: With a firm belief to provide quality education for all, the administration of the institute plays a vital role in the institution. Development and implementation of policies, programs and initiatives depends on the quality of administration. The administrative body of the institution is aware of the smooth functioning in the all areas like admission, account and finance, maintaining the records, evaluation and supervision and maintenance. Departments: The department plays very crucial role to provide and enhance the academic excellence in the all activities of the institution. Departments and the Head of the Department perform their role and responsibilities with great enthusiasm. Faculty Members: Faculties establish rapport with students, colleagues and the society. The faculties are engaged in all the activities that are associated with vision and mission of the institute.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The major objective of curriculum development is to improve educational offerings and institutional activities practices in order to increase students' engagement in the learning process. In the starting of the academic year curriculum planning is prepared by all faculty members in which they provide the information about education delivery methods month wise and examination methods. Our faculty members are the members in the different bodies in SNDT Women's University such as Board of studies etc. Through the University system they are involved in the course development activities.
Teaching and Learning	Education through ICT is the motto in this academic year. Apart from the traditional classroom teaching modern methods are used in teaching. Education are provided through BISAG (Bhaskaracharya Institute for space application and geo-informatics). A State Level agency by Government of Gujarat. Students used to watch academic programs through BISEG channel. Subject wise time table was provided. Apart from that use of CD for educational purpose, a film was made. Remedial Teaching method was used for poor students. Various teaching methods such as assignments, presentation, group discussion, group work used
Examination and Evaluation	• Students Friendly approach • Removing the fear of exam among students. Examination was conducted as per SNDT women's University examination rules. • Internal exam Test • External exam • Long questions • Short questions • Short Notes • Examination was conducted to assess the difference skills, knowledge and application abilities of students. • Students were welcome in the examination hall with chocolates for student friendly approach. • Lectures was organized How to remove examination fear of students. • Students Friendly approach • Removing the fear of exam among students. Examination was conducted as per SNDT

	women's University examination rules. • Internal exam Test • External exam • Long questions • Short questions • Short Notes • Examination was conducted to assess the difference skills, knowledge and application abilities of students. • Students were welcome in the examination hall with chocolates for student friendly approach. • Lectures was organized How to remove examination fear of students.
Research and Development	During the NAAC gradation of third cycle of GMC recommendations were made by NAAC peer Team. Promotion of Research and Development was one of them. So during this academic year we focused on the promotion of Research and development for the purpose of providing quality education to students. Teachers published their research papers and took part in national and international seminars.
Library, ICT and Physical Infrastructure / Instrumentation	Having a good library is a precondition. Our library is having nearly one lakh of books, journals and periodicals. During the year with a view to imparting education through ICT computers were purchased by the college.
Human Resource Management	For the purpose of the quality education to the students the teaching and non-teaching staff is involved. Training, orientation and refresher programmes and Faculty development make them strengthen to do teaching work and imparting knowledge to the students. One of our faculty Vinitaben took training programme organized by Knowledge Consortium of Gujarat. Pro.Vishnubhai Chaudhary completed M.Phil. degree. Pro. Lailaben Rajabali participated as resource person in the orientation workshop of English subject. organised by SNDT college of Arts, Commerce and Science for women in Mumbai. College organized a workshop on how to prepare a Research Proposal in which 140 students and all faculty members benefitted.
Industry Interaction / Collaboration	Quality education is provided to the students so that they can live a good life and make a good career. So efforts are made to provide the trading for competitive exams and visit to industries. On 13-7-2016 industrial visit of Micro sign company was

	organized in which 23 students of BMS department benefitted. On 16-1-2016 a lecture of Ms.Divyaben Sanghvi (a pilot, Indigo and our alumni) was organized for the motivation of our students for happy life and good career.
Admission of Students	For the purpose of the admission procedure the teaching and non-teaching staff is involved. Preparation is made well in advance. We have 300 seats in arts and 300 seats in commerce. For the admission efforts like advertisement, brochure, TV Channel scroll Patti, approaching of the schools were made. GMC staff visit to schools frequently and school students are invited to visit the college campus, various departments.

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

E-governace area	Details
Planning and Development	Gandhi Mahila Arts and Commerce College has effectively implemented e-governance in its planning and development operations. The college utilizes digital platforms for strategic planning, enabling data-driven decision-making and efficient resource allocation. Online tools facilitate communication among faculty, administration, and students, enhancing collaboration in developmental initiatives. E-governance also streamlines the monitoring of academic and administrative processes, ensuring transparency and accountability. Additionally, the college employs management software to track progress on development goals, helping to align institutional objectives with evolving educational needs. This digital transformation supports the colleges commitment to continuous improvement and effective governance.
Administration	Gandhi Mahila Arts and Commerce College has successfully implemented e-governance in its administrative operations to enhance efficiency and transparency. The college utilizes digital platforms for student admissions, attendance tracking, and examination management, streamlining processes and reducing paperwork. Online communication tools facilitate seamless interaction between faculty, staff, and students, ensuring timely

	dissemination of information. Additionally, management software aids in financial administration, enabling accurate budgeting and resource allocation. This shift to e-governance not only improves operational efficiency but also fosters a more organized and accountable administrative environment, ultimately contributing to the overall effectiveness of the college's governance. and university guidelines.
Finance and Accounts	Gandhi Mahila Arts and Commerce College has implemented e-governance in its finance and accounts operations to enhance accuracy and transparency. Digital financial management systems streamline processes by tally and college software such as fee collection, budgeting, and expenditure tracking. This ensures timely and precise financial reporting, reducing the chances of errors. Online platforms facilitate easy access to financial information for stakeholders, promoting accountability. Additionally, e-governance tools enable efficient payroll management and financial audits, ensuring compliance with regulations. By adopting these digital solutions, the college enhances operational efficiency, fosters trust, and supports effective financial decision-making.
Student Admission and Support	Online Admission Portal: Create a user-friendly website/app for applications. Include document uploads and status tracking. Document certification: Implement a digital verification system to streamline the process. Student Support Services: Offer virtual counseling for course selection and mental health. Set up an online help desk for queries. Provide access to an e-library and digital learning materials.
Examination	The internal and external examinations at Gandhi Mahila College were conducted smoothly, with clear communication of schedules and preparation of examination halls. Faculty members effectively supervised internal exams, ensuring adherence to rules. For external assessments, coordination with examination bodies facilitated timely material delivery and proper setup. External invigilators

ensured fairness and integrity. Results were compiled and shared promptly, with feedback collected from students and staff. Challenges included technical issues and attendance concerns, which were addressed. Recommendations for improvement include enhanced communication and invigilator training. Overall, the examination process was efficient, with a focus on integrity and transparency.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	Nill	Nill	Nill	Nill
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	NIL	NIL

6.4 – Financial Management and Resource Mobilization

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

The institution has established a mechanism for conducting internal and external audits for financial transactions every year to ensure financial compliances. Internal financial committee of the institute conducts quarterly audits. Internal committee thoroughly verifies the income and expenditure details and the compliance report of internal audit. While the external audit is conducted on quarterly and yearly basis by an external agency Sanghvi Co. The external agency Sanghvi Co. conducts statutory audit that covers all financial and accounting activities like receipts from fee, donations, grants, contributions, interest earned and returns on investments, salary of staff, payments to vendors, contractors etc. The external agency submits their observations through the report that are examined by the internal committee of the institute. It is pointed out that no serious objection/irregularity is outstanding. No Draft Para has ever been issued against the external agency Sanghvi Co.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		

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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**No**	**NA**	**No**	**NA**
Administrative	**No**	**NA**	**No**	**NA**

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

1. Regular Parent-Teacher meets to discuss about the educational progress of the students 2. Suggestions regarding academic and administrative reforms are heartily welcomed and implemented 3. Parents are always extent their supportive hands

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

To nurture and retain talent the college authority supports the staff in following ways: 1. Staff members are motivated for Refresher course and Orientation Courses 2. Research Oriented publication and Seminars 3. One day in a week allotted for self-study

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

1. Teachers are encouraged to engaged themselves in various research-oriented activities 2. Various seminars and workshops were organized for boosting the academic outlook of the faculty and students 3. Partial administrative process has been Computerized

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**

b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Institute level online workshop conducted by IQAC on quality enhancement	15/12/2019	15/12/2019	15/12/2019	18

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Finishong School Trainning	10/04/2019	20/04/2019	40	Nill

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

Percentage of power requirement of the University met by the renewable energy sources
Environment Awareness Rally by NSS Department at Smt. N. C. Gandhi Smt. B. V. Gandhi Mahila Arts and Commerce College on 13th August, 2019. In this Rally approximate 40 students participated and got the awareness about Environment.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Ramp/Rails	Yes	1
Rest Rooms	Yes	0
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

2019	1	1	22/08/2019	1	Distribution of Trees	SOCIAL SERVICE	140
2019	1	1	02/08/2019	1	Visit to old age home	Social Service	30

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
RAKSHABANDHAN CELEBRATION	02/08/2019	02/08/2019	50
International Yog Day	21/06/2019	21/06/2019	200
Independence Day	15/08/2018	15/08/2018	202
REPUBLIC DAY CELEBRATION	26/01/2019	26/01/2019	40

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

The NSS unit of the college organizes programs like cleanliness of the campus, cleanliness of the college building, tree plantation etc. The NSS students take care of the planted trees by watering them regularly. Besides, in the campus dustbins have been installed to keep the campus neat and clean. There is also the provision for disposal of dirty water in the campus. From time to time, the garbage is taken away so that the campus area may not be polluted.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Ranjanbehan Dave Essay Competition.- Rajanben Dave Essay Competition is organized by Prof. Vishnubhai Bagul and Prof. Dr. Hiteshbhai Vala. In which a total of 11 students sisters participated. Its subject 1. Civil Reforms Act-2019 (CAA) 2. Gandhiji and cleanliness 3, environmental issues and challenges. In this competition, Ms. Darshana K Dabhi (BA-3) won the first rank, and Ms. Madhuri P. won the second rank. Bhatt (B.A-2) and Ms. Daksha H. Gohel (B.A-2) secured the third position. 2. The Suprabha Ramrai Desai Shrimad Bhagavad Gita Inter College Essay Competition was organized, in which Ku. Doshi Ayushi M. from Shrimati Gandhi Womens College secured the first rank, Shri Gohil Praveen A. from Shamaldas Arts College achieved the second rank, and Parmar Rohit P. from Bhadiya Arts Commerce College obtained the third rank.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://gandhimahilacollege.org.in/uploads/7-2-1-2019-20.pdf

7.3 – Institutional Distinctiveness

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

8.Future Plans of Actions for Next Academic Year

Digital Learning and Online Education: • Gradual Shift to Online Platforms: Online learning was growing, especially in higher education, with more institutions offering MOOCs (Massive Open Online Courses) and hybrid programs. However, the shift to fully online education was slower and less widespread than what occurred during the pandemic. • Blended Learning: Many institutions were implementing blended learning models, combining traditional classroom instruction with online components to provide flexibility and enhance student engagement. 2. Globalization of Education: • International Collaboration: Educational institutions were forming partnerships with foreign universities, promoting exchange programs, and encouraging international research collaboration. This was aimed at preparing students for a globalized workforce and fostering cross-cultural competencies.