



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

Smt. N. C. Gandhi & Smt. B. V.
Gandhi Mahila Arts & Commerce
College

- Name of the Head of the institution Smt. R. A. Gohil
- Designation I/c. Principal
- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 02782203180
- Mobile No: 9499802069
- Registered e-mail iqac@gandhimahilacollege.org.in
- Alternate e-mail gandhimahilacollege2012@gmail.com
- Address 883, Diamond Chowk
- City/Town Bhavnagar
- State/UT Gujarat
- Pin Code 364001

2. Institutional status

- Affiliated / Constitution Colleges Affiliated
- Type of Institution Women

- Location Urban

- Financial Status **Grants-in aid**

- Name of the Affiliating University **SNDT Women's University - Mumbai /Maharaja Krishnakumarsinhji Bhavnagar University, Bhavnagar**

- Name of the IQAC Coordinator **Dr. J. K. Pandya**

- Phone No. **02782203180**

- Alternate phone No. **02782210108**

- Mobile **9499802069**

- IQAC e-mail address **iqac@gandhimahilacollege.org.in**

- Alternate e-mail address **gandhimahilacollege2012@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

http://gandhimahilacollege.org.in/fileadmin/user_upload/AQAR-2019-20.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://gandhimahilacollege.org.in/uploads/academic-calendar/academic-calendar-2020-21.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	81.55	2004	08/01/2004	07/01/2009
Cycle 2	B	2.72	2009	31/12/2009	30/12/2014
Cycle 3	B	2.30	2015	14/09/2015	13/09/2020

6.Date of Establishment of IQAC

10/06/2004

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
State Government	General Grant	State Government	365	106871

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **04**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Adoption of Online Learning

Workshops and Training

Enhancement of Infrastructure

Feedback Mechanisms

Monitoring and Evaluation

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

Plan of Action	Achievements/Outcomes
Transition to Online Learning	A majority of courses were successfully delivered online, with high participation rates from students.
Student Support Services	Increased student engagement through interactive online sessions and activities.
Stakeholder Engagement	Collaboration with external stakeholders led to internships and job opportunities for students, even in a challenging job market.
Infrastructure Improvement	Enhanced IT infrastructure allowed for a smoother online learning experience, with minimal disruptions.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Management	10/04/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Smt. N. C. Gandhi & Smt. B. V. Gandhi Mahila Arts & Commerce College
• Name of the Head of the institution	Smt. R. A. Gohil
• Designation	I/c. Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02782203180
• Mobile No:	9499802069
• Registered e-mail	iqac@gandhimahilacollege.org.in
• Alternate e-mail	gandhimahilacollege2012@gmail.com
• Address	883, Diamond Chowk
• City/Town	Bhavnagar
• State/UT	Gujarat
• Pin Code	364001
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	SNDT Women's University - Mumbai /Maharaja Krishnakumarsinhji

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9. No. of IQAC meetings held during the year	04	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
Adoption of Online Learning		
Workshops and Training		
Enhancement of Infrastructure		
Feedback Mechanisms		
Monitoring and Evaluation		
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		

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13. Whether the AQAR was placed before statutory body?	Yes
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<ul style="list-style-type: none"> Name of the statutory body

Name	Date of meeting(s)
Management	10/04/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	28/01/2021

15. Multidisciplinary / interdisciplinary

In the year 2020-21 in our College there is implementation of NEP-2020 so at that time we used CBCS system that's why there is no any Multidisciplinary or Interdisciplinary subject available.

16. Academic bank of credits (ABC):

No ABC system available in our Institute so data in NIL.

17.Skill development:
For Academic Year 2020-21 in our Institute as a part of Skill Development activity for students enrolled we are using goverment supported course 1) Finishing School - 50 students Actively Participated of arts and commerce field
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
Not Applicable, because in the academic year 2020-21 there is no NEP implementation in our Institute.
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
Not Applicable, because in the academic year 2020-21 there is no NEP implementation in our Institute.
20.Distance education/online education:
Online Education given by various staff using MICROSOFT TEAM during the period of Covid.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	04
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1130
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	356

File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	347
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	16
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	0
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1 Total number of Classrooms and Seminar halls	32
4.2 Total expenditure excluding salary during the year (INR in lakhs)	343422
4.3 Total number of computers on campus for academic purposes	65
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

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 Attendance is taken; different techniques and method of teaching learning are followed by different teachers.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://gandhimahilacollege.org.in/uploads/1-1-1.zip

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

Gandhi Mahila College, Bhavnagar, follows a structured academic calendar that ensures the systematic conduct of Continuous Internal Evaluation (CIE) as part of its commitment to quality education and student development. During the academic year 2020-21, the college adopted a comprehensive approach to evaluate students' academic performance and holistic development.

The CIE framework included a blend of formative and summative assessments designed to gauge student understanding and engagement throughout the semester. This approach allowed for timely

feedback, enabling students to identify their strengths and areas for improvement. Various assessment methods were utilized, including quizzes, presentations, assignments, and class participation, ensuring a diverse evaluation process that caters to different learning styles.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

04

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)	View File

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)

0

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)	View File

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

0

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

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

In the academic year 2020-21, Gandhi Mahila College, Bhavnagar, made significant strides in integrating crosscutting issues

relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability into its curriculum. This initiative aimed to foster holistic development among students, equipping them with the necessary skills and awareness to navigate contemporary challenges.

Gender Sensitivity: The college implemented programs focusing on gender equity, encouraging discussions around gender roles and empowerment. Seminars and interactive sessions highlighted the importance of gender sensitivity, fostering a respectful and inclusive environment within the campus.

Environment and Sustainability: Environmental education was a key focus, with the incorporation of sustainability practices in various courses. Activities such as tree plantation drives, waste management workshops, and awareness campaigns on climate change were conducted to instill a sense of environmental stewardship among students.

Overall, the integration of these crosscutting issues not only enriched the academic experience but also aligned with the college's mission to develop well-rounded individuals. The efforts made during 2020-21 reflect a commitment to nurturing socially responsible citizens equipped to contribute positively to society. This holistic approach underscores the college's dedication to creating a sustainable and equitable future.

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	View File

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

02

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)	View File

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

02

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	D. Any 1 of the above
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File Description	Documents
URL for stakeholder feedback report	View File
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

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

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

600

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

383

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

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

SLOW LEARNERS :Personal telephonic guidance was given from time to time to slow learners. They were also provided with scanned copies of specific chapters and link of e-books through whatsapp.Remedial/Extra classes are conducted for the students who found to be slow learners with appropriate focus on the subject. Individual academic counseling is done by concerned subject teacher. Discussions, seminars are imparted to the slow learners after the class hours for better understanding. Internal Assignments are given to the students. Student helpdesk- Counseling Cell - special hints and techniques. Giving additional learning materials like question bank, university question papers etc. Parent-Teacher meetings are held regularly telephone and Whatsapp.

ADVANCE LEARNERS :Advanced learners were promoted and encouraged to enhance their knowledge through standard e-books, research journals and subject specific magazines. Lectures on College Youtube channel and short notes were uploaded for the students. Model questions were also prepared to help the students prepare for examinations. also, Advanced assignments or tasks are assigned to advanced learners. Career Guidance cell encouraged them to build up their career planning. Encourage the students active participation in inter university competition, state levels fests like quiz, poster presentation, skits etc.

File Description	Documents
Link for additional Information	Nil
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
1178	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

Learning at Smt. N.C.Gandhi and Smt. B.V.Gandhi Mahila Arts and Commerce College, Bhavnagar has been mode more and more student centric by introducing innovative and interactive learning tools and methods which constitute experiential learning, participative learning and problem-solving methodologies. The advantage of student-centered learning is apparent where learning is joy, learning is engaging and adapted to a student’s needs and interests, resulting in enhanced memorization and catering to individual learning goals. Different student centric methods commonly used are given below.

Experiential Learning : In Experiential Learning institute are arrange Educational field trips and industry visits, Student teaching and Seminars Innovation Festival, Volunteering through palliative care Drama, Art, Theatre. Radio Mist, Extension activities in the college and, out-side the college are aimed service learning.

Participative Learning : Institute arrange Interdisciplinary projects. Exhibitions and Demos conducted by students. Group discussions and peer learning. Webinars Flipped classroom MOOC Courses, etc for the Participative Learning.

Problem Solving Methods : in institute Project based learning, Quiz, Learning through games, and Assignments tools are use for problem solving

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

ICT tools consist of E-Resources for self-learning, references and research review, platforms for synchronous communication and collaborative learning tools being used by learners. Smt. N.C.Gandhi & Smt. B.V.Gandhi Mahila Arts and Commerce College Bhavnagar's teachers use ICT and E-Resources for all three purposes. E-Resources, Journals, E-Books are often used by faculty for their own preparations, research review and up-gradation of knowledge. Faculty receives training from time-to-time. Pandemic witnessed use of Google Meet which still continues along with other tools. Shodhganga, are commonly used for references and review. Collaborative tools to facilitate small group as well as individual learning processes are majorly Google based tools which are used by teachers as follows : Google Docs, Google Spreadsheet, Google Drawing, Google Slides are used for creation and co-creation among learners. technology teachers are using Online programming tools as well. 3 classrooms are ICT enabled to demonstrate smart classes.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

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)	View File
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	
04	
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)	View File
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	
277	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 Mechanism followed by the Smt. N.C.Gandhi & Smt. B.V.Gandhi Mahila Arts and Commerce College Bhavnagar is transparent and robust in conducting the internal assessment. At the beginning of the semester a meeting is scheduled by the exam committee and Institute's Principal for planning and organizing the assessment. The proceedings of the meeting are circulated to the members concerned. The department heads then initiate a meeting to discuss the proceedings in detail focusing on frequency, mode of assessment, timelines and also appoint subject coordinators to streamline the process. An orientation session on internal assessment is conducted by the subject teachers. As per the schedule the examination committee sends a circular base on CBCS to all the paper setters before commencement of the internal assessment. The question papers received are confidentially maintained and then reviewed by the examination committee. Subsequently a notification is posted on the notice boards to intimate the students and faculties of the schedule. During the assessment the faculties are allotted rooms for invigilation and a record is maintained for student attendance. After the completion of the exam the scripts are submitted to the exam committee and distributed for evaluation. The evaluated scripts are shared among students for performance discussions and Finally consolidated marks are uploaded on the university portal.

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

In the Internal Examination, Smt. N.C.Gandhi & Smt. B.V.Gandhi Mahila Arts and Commerce College Bhavnagar's Examination Committee/subject teacher receives grievances through a written letter from the students. The same is recorded in separate grievance file maintained by the Examination Committee. The examination committee along with subject teacher reviews and addresses the grievance. Timeline for trivial grievances is three to four days. If the exam committee is unable to resolve the issue, it will be forwarded to the Head of the Department and

Institute's Principal for resolution. Closure of the grievance is also recorded in the grievance file.

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

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.

The Smt. N.C.Gandhi & Smt. B.V.Gandhi Mahila Arts and Commerce College Bhavnagar's every subjective departments in Compliance with the objectives of Outcome Based Education (OBE) prepares, the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) after faculty consultation. Different method are applied while measuring the intelligence, knowledge and attainment Levels among learner groups. The same is conveyed through various means as specified through Communicated by HOD's/Program Coordinator/Class teachers Parents & Faculty meetings Copies are kept in the institute. The HOD's prepare and discuss the PSOs with HOI, BOS Member and subject experts, frame action plans up-ahead. POs incorporates skills among students in their respective domains along with other related skills to enables effective future applications. Students are informed about direct and indirect methods of assessment made by the institution which enables them to prepare accordingly.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

To assess student learning levels it is essential to measure attainment levels.

- CO attainment is measured in terms of actual percentage of students getting set (target) percentage of marks. If

targets are achieved then all course outcomes are attained for that year.

- The attainment levels are set considering average performance levels in all examinations throughout the semester. Attainment level is measured in terms of student performance in internal assessments with respect to COs of a course and performance in the University examination.
- Attainment levels are stated in terms of percentage of students getting more than the targeted average marks.
- Assessment Tools, process, and levels for CO, PSO and PO attainment are through direct and indirect assessment.

CO/PO

Assessment Method

Assessment Tool

Source for data Collection

Direct Assessment (30%) Internal Assessment of the Courses related to the respective PO Average CO attainment level calculated

Indirect Assessment (70%) External Examination Average, CO attainment level calculated Students Course Feedback Survey, Analysis of survey, forms Program Exit Survey, Analysis of survey, forms Alumni Feedback Survey, Analysis of survey, forms Faculty Curriculum Feedback Survey, Analysis of survey, forms Consolidated results are drawn to understand holistic perspective towards student learning levels.

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

202

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
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://gandhimahilacollege.org.in/uploads/sss/2020-21.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)

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

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

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

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

Nil

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

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
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

7

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

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

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

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

Nil

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
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

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	No File Uploaded

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.

Infrastructure and physical facilities for teaching and learning:

In the academic year-2020-21 the total strength of the students in the college is 1070. In this academic year, the college has a infrastructure and physical facilities for teaching and learning as well as sports and cultural activities.

The area of college is 1,4809 acres. The construction area of the college is 5611.6 in square.m.The college is well equipped with classroom for teaching and learning. Number of classrooms with IT, ICT facilities

The infrastructure of college is equipped with academic office, administrative office and examination Department and a library .

The college has an library which is well equipped with 100000 books , megazine etc.

The college has Auditorium and college ground for cultural activities. Throughout the year different cultural programs such as Garba Navratri, Annual cultural programs is organized. Students use the infrastructure for training of University youth Festival .

The sports activites include indoor game facility, outdoor game facility . The college has one sports ground , one Gymnasium Room and a Yoga centre .

The college is well equipped with facilities such as computer lab ,internet connection 40 CCTV camera . During thiz year the totle expenditure of CCTV camera diring this year is Rs 199032

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.

Physical Facilities for sports and other activities :

Apart from classrooms teaching , GMC has adequate facilities for sports, games , and cultural activities . The above activities are organised by the college for overall development of the students.(1) Sports ground (2) Assembly hall for cultural activities. (3) Gymnasium Room for Students of our college . Outdoor games (2) Indoor games

Physical Facilities for sports : Outdoor games: The college has sports ground of 50 meters length and 60 meters width. Students play outdoor games in thos ground . The games are such as Football , volleyball, handball, kho-kho , kabaddi, Langdi, Athletics, hocky and handball.

We have the facility of ground for the following games which is as belows.

Name of the game Area of the ground

? Kho- Kho : 29 meters

? Kabaddi : 12.50 meters

? Volleyball: 18 meter

? Sepaktekrao : 18 meters

? Athletics : 50 meters

? Langdi: 12 meters

? Hockey : 60 meters

? Handball : 60 meters

? Football: 60 meters

? cricket : 60 meters

Physical Facilities for sports : Indoor Games : For the purpose of indoor games the college has Assembly Hall and Gymnasium Room in which students play different games like Judo, wrestling, Chess, Carom, Table Tennis . The college has different equipments for above mentioned games . They are as follows.

Name of the game and Name of the Equipment :

? Table Tennis : Table Net

? Judo and wrestling : Mats

? Chess: Chess board

? Carom - Carom board

? Handball : Polls

? Kho-Kho: Polls

? Volley Ball : Ball

? Hockey - 11 hockey sticks

? Football: Ball

? Cricket : Two bats and Three Stumps

Cultural Activities: Due to COVID -19 pandemic in the academic year 2020-21 any sports activities , cultural activities could not be organized

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.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

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)	No File Uploaded

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)

2.93

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)	View File

4.2 - Library as a Learning Resource

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

? Name of ILMS software SOUL Software taken from INFLIBNET Centre ,Ahmedabad . which is installed in February, 2003 . This facility remains continue toll day .

? Nature of automation (fully or partially) Partial

? Version : 2.0 version

? Year of Automation : which is installed in February, 2003 . This facility remains continue toll day .

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

E. None 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)	No File Uploaded

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)

0.17369

File Description	Documents
Any additional information	View File
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)	View File

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

10805

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

4.3 - IT Infrastructure

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

There are different technological facility available in the college . During this academic year the total number of students is 1070 .

- The college has a computer Lab .The strengthof computers is 50. All the computers are in a working condition, This centre is functioning with the help of internet connection .
- All computers have anti virus facility.
- The college hasinternet connection of BSNL with 30 MBPS and GTPL with 50 MBPS. This facility is used for the purpose of administrative work , admission work ., examination work and library work .
- principal's office is well equipped with CCTV camera , including monitar .

- Two seminar halls with the facility of projector .
- The college has a facility of projector which is used for the purpose of teaching and guest lectures in the seminar halls.
- Our college has the facility of CCTV camera . 40 CCTV cameras were purchased in this year. It is used for the purpose of surviliance.
- CCTV is installed in every classroom .
- All Administration deparement and pricipal room are provided with computer and other related accessories.

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

4.3.2 - Number of Computers

65

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)

1.11

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)	View File

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.

Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities on the website within a maximum of 200 words

The college has an established systems for maintaining and utilizing physical, academic and support facilities such as Library , sports complex, computers and classroom etc n the college.

College has a committee for the same called House keepingCommittee. Carehas been taken for the maintainance of all equipments , machines. proper mechanism is followed for the maintainance is given below.

- First of all a complaint is received and an estimation of an Expenditure is made for the expected expances for the same. After that quotation is taken from minimum three parties . Final decision is done by higher authority and permission of expenditures is taken by the committee.
- Furthermore, an AMC contract is done with agencies for computers and xerox machine , printers .
- CCTV camera repairing work is done as and when required.

LIBRARY MAINTANANCE :

SPORTS COMPLEX/GROUND

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 benefitted by scholarships and free ships provided by the Government during the year

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

673

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 benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

51

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

<p>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</p>	<p>D. 1 of the above</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------

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

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

13

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

13

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)	View File

<p>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</p>	<p>E. None of the above</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------

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

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

62

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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

01

File Description	Documents
Upload supporting data for the same	View File
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.

00

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)	No File Uploaded

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)

At our institution, fostering student representation and engagement is a cornerstone of our educational philosophy. We believe that active participation in administrative, co-curricular, and extracurricular activities enriches the student experience and cultivates leadership skills. Through our structured student council, students are empowered to voice their opinions, influence decision-making, and contribute to the overall governance of the institution.

Students are also encouraged to participate in various committees

and bodies, ensuring their perspectives are considered in policy formulation and event planning. The College has various committees which are represented by the students such as Cultural Committee, Sports Committee etc. in which students represent the college at the university and college level, getting marks.

This engagement is guided by established processes and norms that promote transparency and inclusivity. By facilitating open forums and regular meetings, we create a platform for students to discuss their ideas, concerns, and suggestions.

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

00

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)	No File Uploaded

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

There is no registered Alumni Association in the institute.

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)	E. <1Lakhs
-------------------------------------------------------------------	----------------------

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

Vision: To Provide high quality formal and non-formal education and training to girls and women, mainly to those from economically weaker sections of society, residing in and around Bhavnagar District, at an affordable cost for their economic, social, cultural and personal upliftment as well as holistic development, with the ultimate objective of improving their quality of life in totality and accelerating social and economical transformation of Bhavnagar District, implementing fair and best practices, bringing about continuous improvement and providing transparent administration of all education and training institutions of the Mandal.

Mission: To develop a multi disciplined Educational and Training Campus, exclusively meant for girls and women, having state of the art, infrastructure and accommodation facilities with the objectives of:

1. Offering a wide variety of academic programmes from KG to Post Graduate level, covering professional, technical, commercial and arts areas.
2. Providing non-formal and continuing education, imparting physical, technical, and intellectual skills, while promoting entrepreneurship and self-empowerment of women.

3. Providing opportunities to persons and institute to discharge their individual and corporate social responsibility by sharing a part of their wealth to promote the above goals

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Effective leadership in various institutional practices is essential to the success and sustainability of organizations. Effective leadership fosters innovation, collaboration, ethical behavior, and the efficient achievement of institutional goals

The institution practices and promotes the culture of decentralization and participative management by involving the teaching, non-teaching staff and selected students in academic and non-academic activities. There are approx. 50 committees that are responsible for effective and participative functioning of the institution.

Online meetings with the committee members and the head of the institution were held at frequent intervals.

*In colleges and universities, leaders have (principals, deans) focus on improving teaching practices and learning outcomes. They facilitate professional development and foster environments conducive to academic excellence

*Effective educational leaders engaged not only faculty and students but also parents and the broader community, ensuring a collaborative atmosphere that enhances the educational experience.

*In the ever-changing landscape of education, strong leaders embraced innovation, whether through new pedagogical techniques or the integration of technology.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

When an institutional strategic or perspective plan is effectively deployed, it results in the alignment of the institution's long-term goals with its daily operations and practices. This ensures that the institution remains focused on its mission, vision, and strategic priorities, while responding efficiently to changing environments.

1. Clear Goals and Objectives:

An effective plan is started with a clear definition of the institution's vision and mission. The goals and objectives are specific, measurable, achievable, relevant, and time-bound (SMART). The most important key areas of focus, such as academic excellence, student success, community engagement, or financial sustainability.

2. Actionable Steps and Initiatives:

The strategic plan is broken down into actionable steps and initiatives that guide departments, programs, and individuals. Each department or unit within the institution is understood its role in fulfilling the plan and provided with specific initiatives to support the broader institutional goals.

3. Decentralized and Participative Approach:

It involved decentralizing decision-making, allowing individual departments and faculty members to adapt the strategic plan to their specific needs. At the same time, participative management, ensured that all stakeholders (faculty, students, administrators) are involved in the planning process, contributing ideas, and feeling ownership over the institution's direction.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
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.

Smt. N. C. Gandhi & Smt. B.V. Gandhi Mahila Arts & Commerce College is an integral unit of Bhavnagar University. The principal of the college is the head of the institution. The college administrative system runs smoothly with its three main units that are General section, Accounts sections and Examination department.

General section is headed by Management Coordinator with one more assistant and two peons. General section maintains the documents related to the appointment, promotion and retirement of the teaching and non-teaching staff. It keeps record of individual teachers' leave and attendance of the staffs. This department also looks after the admission.

The accountant is the head of the Accounts section. She is assisted by two assistants. There are also peons for day-to-day jobs. This department keeps the financial records of the institution, allocation of sanctioned grants, purchase of required goods and disbursement of salary and arrears. All the financial records are audited by competent internal and external auditors annually. The Examination section is headed by the Controller of Examination and is assisted by Deputy controller. The department looks after the conduction of various Internal examinations controlled by the college and External examinations controlled by university and keeping of examination related records

File Description	Documents
Paste link for additional information	https://gandhimahilacollege.org.in/uploads/Organogram.pdf
Link to Organogram of the Institution webpage	https://gandhimahilacollege.org.in/Organogram.html
Upload any additional information	View File

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

C. Any 2 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	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Effective welfare measures for teaching and non-teaching staff can improve job satisfaction, morale, and overall productivity in educational institutions.

Wellness Programs: Offered access to gyms, yoga classes, mental health support, or wellness retreats to ensure physical and mental well-being.

Safe Working Conditions: Ensured a safe and healthy workplace, with proper sanitation, adequate lighting, and necessary safety protocols.

Anti-Harassment Policies: Have strict policies against harassment, bullying, or discrimination and promote a respectful and inclusive

work culture.

Cultural Programs and Events: Organized regular cultural events, sports meet, or recreational activities that foster a sense of community.

Community Engagement: Created platforms for staff to engage with the local community through outreach or volunteer programs. These welfare measures contribute to creating a supportive, healthy, and productive environment for both teaching and non-teaching staff. They also help in retaining talented staff members and enhancing the overall functioning of educational institutions.

- Pension benefits to teaching and non-teaching staff
- Casual leaves
- Advance salary for festivals or special needs
- Medical leaves for staff
- Half Pay Leave
- Maternity leaves
- Child care leaves
- Paternity Leave

File Description	Documents
Paste link for additional information	Nil
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

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

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)	No File Uploaded

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

2

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

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

Criteria for Teaching Staff:

1.Student Feedback: Collected evaluations on teaching effectiveness, classroom engagement, and clarity of communication.

2.Lesson Planning & Curriculum Adherence: Assessment of preparedness, curriculum delivery, and instructional strategies.

3.Professional Development: Evaluated participation in workshops, seminars, and pursuit of higher qualifications.

4.Classroom Observation: Peer or administrator observation to assess teaching methods, student interaction, and use of technology.

5.Student Success Metrics: Analyzed pass rates, student performance, and improvement over time.

6.Contribution to Institutional Activities: Involvement in extracurricular activities, committees, and other non-teaching roles.

Criteria for Non-Teaching Staff:

1.Job Knowledge and Skills: Evaluated the understanding of job duties, efficiency in performing tasks, and problem-solving abilities.

2. **Teamwork and Collaboration:** Assess ability to work with others, including staff, students, and external stakeholders.

3. **Initiative and Innovation:** Measured proactive behaviors, suggesting and implementing process improvements.

4. **Quality of Work:** Assess the accuracy, consistency, and quality of outputs.

5. **Time Management and Punctuality:** Review adherence to deadlines, attendance, and punctuality.

6. **Communication Skills:** Evaluated clarity, effectiveness, and professionalism in internal and external communication.

7. **Customer Service (where applicable):** Feedback from students, parents, and others interacting with non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Auditing is an essential process for accuracy and transparency in financial management. The College conducts regular internal audit of accounts for effective financial management.

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/six monthly 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)

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

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

Named Scholarships: Offered donors the opportunity to fund scholarships or infrastructure projects in their name or the name of a loved one.

Comprehensive Budgeting: Develop a detailed budget that clearly allocates funds for different functions (e.g., teaching, research, infrastructure) based on priorities.

Regular Audits: Conducted internal and external audits to ensure funds are being used as per the plan and to identify areas where cost-saving measures can be implemented.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

*The Internal Quality Assurance Cell (IQAC) plays a critical role in institutionalizing quality assurance strategies and processes within educational institutions. Its primary objective is to promote consistent improvement in the quality of academic and administrative performance, thereby ensuring the institution meets the highest standards

*Sets quality benchmarks for various academic activities such as curriculum design, teaching methods, and learning outcomes. This ensures a systematic review and improvement of educational programs.

*Defines benchmarks for administrative processes, helping the institution to function more smoothly and ensuring timely completion of tasks.

*Plays a key role in creating awareness about quality standards among faculty, staff, and students. By conducting workshops, seminars, and orientation programs, it fosters a culture of continuous improvement.

*Designs and manages structured feedback systems where students provide input on teaching effectiveness, curriculum relevance, and institutional support. This feedback is crucial for shaping academic and administrative strategies. *IQAC also collects feedback from faculty, staff, alumni, employers, and other stakeholders to inform policy decisions and enhance the institution's offerings.

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

During the covid-19 period regular offline classes could not be conducted so online classes were initiated. The IQAC resolved this in its meetings. Accordingly, the classes were conducted through google meet. The syllabus was completed and examinations (internal/external) were conducted. The quality initiatives were kept in mind in almost all the teaching learning processes. The covid-19 pandemic was also a great hindrance in making the institutional reviews.

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

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)

E. None of the above

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)	No File Uploaded

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

Smt. N.C.Gandhi & Smt. B.V.Gandhi Mahila Arts and Commerce college Bhavnagar for the Promotion of Gender Equity has implemented several key measures to foster an inclusive environment. Firstly, a comprehensive training program was introduced for all staff and leadership, focusing on unconscious bias and gender sensitivity. This initiative aims to enhance awareness and promote equitable practices within the workplace. As well as the institution launched a mentorship program pairing emerging female leaders with experienced professionals, providing guidance and support to navigate career challenges. The institution also revamped its recruitment policies to promote diversity, ensuring that job postings reach a wider audience and that selection processes are fair and transparent. Furthermore, awareness campaigns highlighting the importance of gender equity were organized, including workshops and seminars that engaged the entire community.

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	https://gandhimahilacollege.org.in/uploads/7-1-1.pdf

<p>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</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged Photographs	View File
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

Smt. N.C.Gandhi and Smt. B.V.Gandhi Mahila Arts and Commerce College, Bhavnagar is equipped with state-of-the-art facilities for managing both degradable and non-degradable waste. They work with the Bhavnagar Municipal Corporation.

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	View File

<p>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</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. Landscaping with trees and plants 	D. Any 1 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	E. None 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-	D. Any 1 of the above

reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies
of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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).

Gandhi Mahila College in Bhavnagar is committed to fostering an inclusive environment that promotes tolerance and harmony across diverse cultural, regional, linguistic, and socioeconomic backgrounds. The college implements various initiatives, such as organizing cultural festivals and events that celebrate different traditions, allowing students to showcase their heritage and build mutual respect.

The institution also offers workshops and seminars focused on diversity awareness, equipping students and staff with the tools to engage positively with various communities. Support services, including counseling and language assistance, are available to help students from diverse backgrounds integrate smoothly into the college environment.

Additionally, the college encourages the formation of student-led organizations that represent various cultural groups, promoting peer support and dialogue. An inclusive curriculum is designed to reflect diverse perspectives, ensuring that all students feel represented. Regular feedback mechanisms allow the college to adapt its efforts based on community needs, reinforcing its commitment to creating a harmonious and tolerant educational atmosphere. Through these initiatives, Gandhi Mahila College strives to cultivate a sense of belonging and respect among all its members.

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

Smt. N.C.Gandhi and Smt. B.V.Gandhi Mahila Arts and Commerce College, Bhavnagar organized The "Azadi Ka Amrit Mahotsav" report highlights the successful celebration of India's 75th year of independence, emphasizing the rich history, culture, and achievements of the nation. The initiative aimed to foster patriotism and unity among citizens, particularly youth, through a series of events and activities. The celebration included cultural programs, exhibitions, and discussions that showcased India's diverse heritage and contributions to global civilization. Educational workshops were organized in schools and colleges, promoting awareness of freedom fighters' sacrifices and the importance of democratic values. Community events featured local artists, traditional music, and dance performances, encouraging participation from all age groups. Various competitions, including essay writing and poster making, engaged students in reflecting on the significance of independence.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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 ethics programmes for students, teachers, administrators

E. None of the above

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

CLEANLINESS CAMPAIGN - 16/02/2021

Under Cleanliness Campaign 3 Gujarat Girls Battalion N. C. C. A total of 10 NCC cadets of Shrimati Gandhi Mahila College on 16/02/2021 by Bhavnagar Unit. Cadet attended. Cleaning was done around the college area. In this program, cleaning was done keeping in mind the health and hygiene of the cadets.

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. **Finishing School** Finishing school training organized under the guidance of Government of Gujarat, Education Department KCG, in which from 21/12/2020 to 01/01/2021 Mr. Nanciben Shah gave training to Set - A. And trained from 26/12/2020 to 06/01/2021 Mr. Nisha Mehta Set -B. In which a total of 34 students' sisters

participated online. Trained from 15/01/2021 to 29/01/2021 Sri Vibha Tank Set - C And trained from 15/02/2021 to 19/02/2021 Shri Mathuri Thakkar Set-D. In which a total of 34 students' sisters participated online. 2. Corona Awareness Program On 11/01/2021, on the first day of starting the offline educational work after passing through the Covid-19 epidemic, the sisters of the students were guided from class to class on corona awareness and they were given masks and bottles of sanitizer with the guidance of the congregation, which were all welcomed

File Description	Documents
Best practices in the Institutional web site	View File
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

Gandhi Mahila College in Bhavnagar has made significant strides in promoting holistic education, with a distinct focus on skill development and employability for women. Recognizing the importance of equipping students for the job market, the college offers a range of vocational courses alongside traditional academic programs.

One of its standout initiatives is the "Skill Development and Entrepreneurship Cell," which provides training in various fields, including digital marketing, healthcare, and handicrafts. This cell organizes workshops, guest lectures, and hands-on training sessions, enabling students to acquire practical skills that enhance their employability.

Moreover, the college collaborates with local industries and organizations to facilitate internships and job placements, bridging the gap between education and real-world experience. These efforts not only empower students with essential skills but also instill confidence, encouraging them to pursue entrepreneurial ventures.

By prioritizing skill development, Gandhi Mahila College ensures that its graduates are well-prepared to meet the demands of a competitive job market, thus fostering economic independence and contributing to the broader goal of women's empowerment in society. This focus on practical learning and employability

distinctly characterizes the college's commitment to enhancing the lives of its students.

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

Plan of Action for Value and Social Responsibility for Academic Year 2021-22

Objective: To foster a culture of values and social responsibility among students and staff, promoting active citizenship and ethical behavior.

1. **Curriculum Integration :** Introduce modules on ethics, civic responsibility, and social values across disciplines., Encourage project-based learning focused on community issues.
2. **Workshops and Seminars :** Organize monthly workshops on topics such as sustainability, social justice, and human rights., Invite guest speakers from NGOs and social enterprises to share real-world experiences.
3. **Community Engagement :** Establish partnerships with local organizations for volunteer opportunities., Launch community service projects, such as environmental clean-ups and educational programs for underprivileged youth.
4. **Awareness Campaigns :** Initiate campaigns around key social issues (e.g., mental health, gender equality) using posters, social media, and events., Celebrate significant days (e.g., Earth Day, International Women's Day) with activities that promote awareness and action.
5. **Student Leadership Programs :** Create platforms for students to lead initiatives that promote values and social responsibility., Establish a "Social Responsibility Committee" to plan and implement projects.
6. **Feedback and Assessment :** Conduct surveys to assess the impact of initiatives and gather feedback from participants., Monitor and evaluate the effectiveness of programs to improve future actions.

