



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	SHRI B.P.BRAHMBHATT ARTS AND M.H.GURU COMMERCE COLLEGE, UNJHA
• Name of the Head of the institution	DR.RAKESH RAO
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02767254070
• Mobile no	9426427893
• Registered e-mail	bpbunjha@yahoo.com
• Alternate e-mail	raorakeshg@yahoo.com
• Address	OPP. MARKET YARD, STATION ROAD, UNJHA
• City/Town	UNJHA
• State/UT	GUJARAT
• Pin Code	384170
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid																								
• Name of the Affiliating University	HEMCHANDRACHARYA NORTH GUJARAT UNIVERSITY, PATAN																								
• Name of the IQAC Coordinator	DR. ILIYAS MANSURI																								
• Phone No.	02767254070																								
• Alternate phone No.	8320200245																								
• Mobile	9426993634																								
• IQAC e-mail address	iqacbpunjha@gmail.com																								
• Alternate Email address	ikmansur@gmail.com																								
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.accunjha.org/pdf/SSR_2020_21.pdf																								
4.Whether Academic Calendar prepared during the year?	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	http://accunjha.org/pdf/ACADEMIC_CALENDER_2022_23.pdf																								
5.Accreditation Details																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>78</td> <td>2007</td> <td>31/03/2007</td> <td>30/03/2012</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.75</td> <td>2014</td> <td>21/01/2014</td> <td>20/02/2019</td> </tr> <tr> <td>Cycle 3</td> <td>A</td> <td>3.19</td> <td>2021</td> <td>20/10/2021</td> <td>19/10/2026</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	78	2007	31/03/2007	30/03/2012	Cycle 2	B	2.75	2014	21/01/2014	20/02/2019	Cycle 3	A	3.19	2021	20/10/2021	19/10/2026
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Cycle 1	B	78	2007	31/03/2007	30/03/2012																				
Cycle 2	B	2.75	2014	21/01/2014	20/02/2019																				
Cycle 3	A	3.19	2021	20/10/2021	19/10/2026																				
6.Date of Establishment of IQAC	25/06/2007																								
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
INSTITUTIONAL	AMRIT MAHOTSAV	KCG (DEP. OF EDUCATION, GOV. OF GUJARAT)	2022-23 (ONE YEAR)	25000
INSTITUTIONAL	PLACEMENT	KCG (DEP. OF EDUCATION, GOV. OF GUJARAT)	2022-23 One Year 2022-23 (ONE YEAR)	15000
INSTITUTIONAL	INNOVATION CLUB	KCG (DEP. OF EDUCATION, GOV. OF GUJARAT)	2022-23 (ONE YEAR)	5950
INSTITUTIONAL	DEDF	KCG (DEP. OF EDUCATION, GOV. OF GUJARAT)	2022-23 (ONE YEAR)	50000
INSTITUTIONAL	FINISHING SCHOOL	KCG (DEP. OF EDUCATION, GOV. OF GUJARAT)	2022-23 (ONE YEAR)	300000
INSTITUTIONAL	NCC	HNGU, PATAN	2022-23 (ONE YEAR)	9000
INSTITUTIONAL	NSS	HNGU, PATAN	2022-23 (ONE YEAR)	25000

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	4
<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? 	Yes

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
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)	
Academic planning and inputs for quality assurance.	
Upgradation of Classrooms and knowledge resources.	
Seminar Planning and encouragement for participation in various academic activities.	
CAS and IPR policy resolutions	
Co-curriculum and Extra-curriculum activity planning.	
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
To organize seminars and workshops for enhancing the academic outlook of faculty and students. To organize a National Seminar this year for enhancing the academic outlook of faculty and students. To encourage faculty members to take part in Seminars and Faculty Development Programme.	Gujarati Department has organized a One Day National Seminar on Indianness in Literature. Many faculty members participated in seminars and workshops and presented their research papers. Some faculty members also took part in FDPs actively.
To start Innovation Club to develop mechanical, electrical and electronic gadget handling skills among students.	The Innovation has been started and necessary instruments and gadgets have been received from the Education Department, Government of Gujarat
To plan for organizing various tours and field visit of student as a part of their co-curricular activity	The Political Science and Commerce Department have organized tours and field visits

<p>To present a proposal consideration to the Unjha education Board to provide financial assistance to teachers for research activities and publications.</p>	<p>The Unjha Education Board has passed a resolution to provide financial assistance to college teachers for research activity and for participation in Seminars and FDPs.</p>
<p>To apply for GSIRF and do necessary procedures to get the institution ranked. To fill the DCF form (AISHE) and submit to Ministry of Human Resource Development Department of Higher Education New Delhi</p>	<p>The Institution has got 3 star rank in GSIRF. The DCF form (AISHE) procedures have been completed in time.</p>
<p>To activate Psychology Lab and commence counseling work regularly.</p>	<p>The Lab has been started and the faculty member of psychology provide counseling to needy students periodically.</p>
<p>To apply for the Institutional Development Plan for further infrastructural and academic development of the institute.</p>	<p>Successfully applied for IDP.</p>
<p>To conduct seminar to provide detailed information for NET/SLET Examination, JRF and other benefits related to NET.</p>	<p>The seminar was successfully organized by the Department of English.</p>
<p>To Observe various days to promote institutional values and social responsibility among students. To train students to participate for the University Level Cultural Events</p>	<p>Our Spat-Dhara cell has organized and celebrated various days. A Cultural team participated in the University Youth Festivals and won prizes.</p>
<p>To host the university level sports events and training camps at the college</p>	<p>Four university level sports events were organized and Four University Level training camps were conducted by the college.</p>
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
The Unjha Education Board	10/07/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	08/02/2022

15. Multidisciplinary / interdisciplinary

The NEP 2020 introduces a holistic & multidisciplinary curriculum. The NEP 2020 aims at providing better education that can help in nation building through development of human resource. The concept is well received by our institution. Some faculty members of the institution actively involved in NEP-2020 discussions and syllabus formation. They also shared their views and discussed about the key ideology of NEP such as multi-disciplinary & holistic Under Graduate education with flexible curriculum. It seems that creative combinations of subjects, integration of vocational education, multiple entry and exit points with appropriate certification will certainly be beneficial to students of rural areas in particular. Moreover, the integration of humanities will help them in holistic development and enhance their employability. As our institution is an affiliated college of Hemchandrachary North Gujarat University, the course structure and the content for academic teaching-learning are designed by the affiliating university as per the UGC guidelines. It is expected that it will be in practice from June-2023.

Hemchandrachary North Gujarat University is also working on the successful implementation of vocational, interdisciplinary, and multidisciplinary education for its affiliated colleges. Our college has already introduced a multi-disciplinary approach and also introduced vocational and enhancing employability programmes, through its GULM project and Finishing School programme.

16. Academic bank of credits (ABC):

As a college affiliated with Hemchandracharya North Gujarat University, the institution follows the curriculum stipulated by the University. The present system (CBCS) does not allow students any flexibility in multiple entries and exits. Our college will register itself with the new Academic Bank of Credits system as soon as the University implements it.

Our institution will also get registration under NAD DigiLocker. However, the students have a provision to continue their studies and carry on to the next semester in spite of a backlog. Also, students can migrate from one college to another college during the course of study with the permission of the affiliating college or university.

17.Skill development:

The institution promotes the learning and training of students to upskill themselves. Presently the college offers two courses to improve employability, 1. Language Lab and 2. Finishing School. Through these programmes, a student can improve his/her language skill and refine his/her personality which is required for employment in any field. The institution organizes career oriented/industry-driven training, fieldwork, and workshops for skill development. Our innovation Club also provides valuable input to the students to improve their handling of mechanical, electrical, and electronic gadgets.

Moreover, NSS, NCC, and Sports activities help students in improving their skills like public speaking, public relations, managing crowd, first-aid, panic management, trauma counseling, and various skills related to sports.

In addition, the institution provides essential information about entrepreneurship development programmes and career guidance. Internships, On-job training, hands-on experience, and industry visits are mandatory for the students of some disciplines that provide practical training to develop professional skills required for employment.

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

The college is situated in rural Gujarat where the vernacular language is Gujarati. The institution employs both Gujarati and English for teaching-learning, and communication. The institution imposes no Language restriction in classroom teaching. Most of the classes are conducted in the vernacular language. Moreover, most of the students are from rural areas having studied up to class XII in Gujarati medium, and therefore prefer it for better understanding.

In addition, our library has many books in both Gujarati and English so students can avail sources in both regional and international languages. Our institution offers Hindi, Gujarati and Sanskrit, and English courses for the UG programme. Our Institution organizes

events for regional and cultural festivals for students on the college premise to make students aware of regional culture and various faiths. We celebrate cultural and religious diversity. Students every year participate in cultural events organized by the college and the university. Moreover, our institution arranges tours for students to make them acquainted with the historical, geographical, economic, and cultural diversity of the area. Our nature tour and trekking expedition help students explore tribal life and the surrounding nature. Our campus has a botanical garden that makes students aware of various herbs that are used in traditional medical practices.

Along with national festivals, our institution organizes a traditional dance festival every year, in which students of the campus present their own culture's dances. During the Recipe Day celebration, students prepare traditional food dishes too. Thus, our institute through extra-curricular and academic activities contributes to national integration.

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

Our college affiliated with Hemchandracharya North Gujarat University, Patan gives emphasis to the quality outcomes of achievement after attaining knowledge. We offer Under Graduate, Post Graduate, and Research Programs and courses under the Faculty of Arts and Commerce following the curriculum designed by our university. The Programme Outcomes, Programme Specific Outcomes, and Course Outcomes are designed as per the curriculum developed by the university and evaluated by the institution and are communicated to the students.

The outcomes are mostly focused on basic life skills, vocational skills, intellectual skills, and interpersonal skills. The activities of each department are focused on the overall development of the students, particularly their skills. All students, at the commencement of their study, are advised to join either NSS or NCC or Sports or Cultural Activities to develop their skills. Moreover, each department consciously makes efforts to develop the skills of the student through various co-curricular activities. Our Economics Department every year organizes a Cooperative Training Camp to make students equipped how the cooperative system works, and English Department through Language Lab and Finishing School enhances the language skills of the students. While the Commerce Department arranges visits to Business houses, Banks, and Industries to provide first-hand experience of business operations. Through Innovation Club, field visits, workshops, Industrial tours, Sapt Dhara

Programme, and various committees and cells the institution attempts to achieve desired outcomes of the courses.

Our college aims at the holistic development of the students. We believe that the combined development of the head, hands, and heart will make a student a good human being and a better citizen.

20.Distance education/online education:

Our teachers have been conducting regular classroom teaching by employing ICT-enabled tools. They use Zoom and Google Meet to conduct extra classes if necessary. During the Corona Lockdown Period, the college adopted the online mode of teaching and evaluation process. Our teachers also create e-content and share it with students through various e-modes. The internet facilities of the college are accessible to all. The Library has also Inflight and various e-journal subscriptions. The BISAG (Bhaskaracharya Institute for Space Applications and Geo-informatics (BISAG) facility of the college provides an opportunity for the student to learn from the best teachers in the subject. The state education department often relays programmes on BISAG. The college has ample e-resources like CDs and DVDs provided by BISAG for special lectures.

Moreover, the college has a Baba Saheb Ambedkar Open University Center that offers a range of programmes through distance learning mode.

Extended Profile

1.Programme

1.1	413
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Number of courses offered by the institution across all programs during the year	
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File Description	Documents
Data Template	View File

2.Student

2.1	2823
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Number of students during the year	
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File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	734
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	878
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	17
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	20
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	16+3
Total number of Classrooms and Seminar halls	
4.2	28.13 Lakh
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	54
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College is affiliated with the Hemchandracharya North Gujarat University, Patan, and follows the curriculum designed by the Board of Studies. Some staff members of the college play an active role in curriculum design.

CBCS /elective course system, soft skill programmes, and Semester System have been implemented at UG/PG level courses.

The IQAC and HoDs prepare Academic Calendar. All the information regarding programmes, courses, extra and co-curriculum activities, bridge courses, remedial classes, extension activities, examinations, evaluation patterns, and facilities in the college, is imparted to the new students.

At the commencement of each semester, the HoD of each department arranges a departmental meeting regarding the distribution of the Syllabus to faculty members.

The college has internet connectivity and E-classes.

The college organizes industrial visits and study tours.

The library is updated with the latest books and journals. The book bank facility is also offered to needy students.

The Remedial Classes for slow learners and Extra Guidance Sessions are organized for the students.

The teaching-learning process is monitored regularly by Faculty In-charge and the Principal. The feedback and suggestions are received and analyzed.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://accunjha.org/pdf/igac/aqar_2022_23/Criterion_1/1.1.1_Curricular_Planning_and_Implementation.pdf

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

The college academic calendar is prepared as per the University Academic calendar guide line which is provided by the University at the commencement of each academic year. The college academic committee prepares the academic calendar in advance after consulting IQAC. It is kept on the notice board and Website throughout the year for reference of the students, staff, and other stakeholders.

It carries tentative schedules regarding the following issues:

1. Admission process
2. Teaching-learning schedule
3. Evaluation process
4. Curricular and co-curricular activities, extra-curricular activities
5. Major departmental Events
6. Institutional events to be organized
7. University and College Sports Events
8. NSS-NCC camps/ events
9. Dates of holidays-vacations.

The college follows its own academic calendar for conducting internal examinations as per Continuous Internal Evaluation (CIE). Our evaluation process includes home assignments, tutorials, surprise tests, unit tests, poster making, ppt presentations, students' seminars, and tests for add-on courses which are scheduled as per the academic calendar.

Semester End Examination-Evaluation procedure as follows:

Two Unit Tests (Each department decides its process, it may be written, oral, or project-oriented)

- One Home assignment per course
- Presentation (seminar) per course
- Internal Examination

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://accunjha.org/pdf/igac/aqar_2022_23/Criterion_1/1.1.2_ACADEMIC_CALENDER_UG_PG_TIME_TABLE.pdf

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

A. All of the above

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

10

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

5

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
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

299

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

To inculcate basic values among students, the University has designed specific courses. Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability into the Curriculum. To curb gender

discrimination, spread awareness about Environment, to make students aware of constitutional and human values and professional ethics, the generic courses are offered

The issue of gender discrimination is addressed in the Human Rights course. A special emphasis is given to gender, caste, class, and religious equality apart from basic human values. The University designed a curriculum, on the basis of gender, Environment and sustainability, human values, and professional ethics. Our constitution gives equal rights to men and women apart from their gender. The generic courses regarding Gender Equality are introduced in our curriculum.

Continuing problems of pollution, deforestation, waste disposal, Global warming, and loss of biodiversity have made everyone aware of environmental issues. The generic courses regarding Environment and Sustainability are introduced in our curriculum to educate UG students.

In the CBSC pattern, University introduces various Skill Enhancement courses as compulsory generic subjects. The Professional Ethics and Human Values added courses are offered to UG students of the College.

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

10

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

588

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://accunjha.org/pdf/igac/aqar_2022_23/Criterion_1/1.4.2_Main.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://accunjha.org/pdf/igac/aqar_2022_23/Criterion_1/1.4.1_Main.pdf

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 students admitted during the year**

1075

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**

774

File Description	Documents
Any additional information	View File
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

Our college has a well-established structured mechanism to assess the learning levels of the students.

- During and after the admission process, the students are counselled to identify the best career options offered by the institution.
- To acquaint the newly admitted students with a variety of curricular, co-curricular and extra-curricular activities.
- The College has a well-planned Continuous Internal Evaluation process through which the faculty members assess the academic performance of the students
- Teachers are engaged as mentors of each class. He /She looks after the psychological and academic well-being and also monitors the performance of the class.
- To improve the employability skills of the students, our college has implemented the Finishing School sponsored by the Knowledge Consortium of Gujarat.
- High-performing students are appreciated and felicitated with different awards, certificates, trophies, and medals for their academic excellence.
- Institute inculcates research attitude among advanced learners by providing an appropriate environment. Students' seminars and workshops are organized.
- To address the needs of slow and average learners, the college organizes remedial coaching regularly.
- Institute puts conscious efforts to make learning more participatory. For that, field trips, and study visits are organized to encourage students' involvement and participation in the teaching-learning process.

File Description	Documents
Paste link for additional information	https://accunjha.org/pdf/igac/agar_2022_23/Criterion_2/2.2.1_Document_Letter.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1970	17

File Description	Documents
Any additional information	View File

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

For the academic growth and enhancement of the learning experience of the students, the college employs all three student-centric methods. The following are different approaches show how our college executes these methods:

Experiential Learning:The students are exposed to on-field experience as per the need of different academic programmes. In Bachelor and Masters programmes of Commerce, students are assigned field-based projects, study visits and case studies and they are sent to visit industries, factories, and manufacturing units to understand the methodology minutely.

Participatory Learning:Our College has also introduced different participatory learning processes like classroom presentations, group discussions, interactive talks, and students' seminars which provide a unique learning experience for the students. In all the programmes offered by our college, these processes are introduced and students are encouraged to take part in them.

Problem-Solving Methodologies:Our College has adopted problem-solving methodologies at two levels. Firstly, remedial coaching classes are conducted for slow learners. And secondly, at the research level, we have identified certain socio-economic problems and our students are motivated to carry out extension activities and case studies on such issues. Through active N.S.S. and N.C.C. Units, the institute surveys the socio-economic condition of Aithor village, a nearby village.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://accunjha.org/pdf/igac/agar_2022_23/Criterion_2/2.3.1_Document_letter.pdf

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

Institution motivates the faculty to adopt new and innovative approaches by providing ICT arrangements and infrastructure.

Eight classrooms for the Main subjects are equipped with an LCD

projectors, Each faculty member has been provided a separate Laptop, and pen drive, and each department has a PC with a printer and scanner.

The college campus is equipped with Wi-Fi routers which enable students and teachers to access uninterrupted internet facilities. The college has two computer labs with 34 computers with language learning facilities.

Many of our teachers use Google Classroom, Zoom app, Blogs, and YouTube to enrich their teaching/learning ability. Our college is a member of Inflibnet so the faculty members can use the latest e-resources. SANDHAN-BISAG run by the Government of Gujarat and these lectures are recorded and made available for students. Our Digital library also provides a facility to access e-resources to students through a well-equipped Student room.

The College has its own Android App and Facebook page to provide information.

Microsoft Teams Online Classes, Blogs, Class-wise WhatsApp Groups, and YouTube Channels are being used to make students understand the courses and enhance their learning experience.

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

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

13

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	No File Uploaded

2.4 - Teacher Profile and Quality

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

17

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	View File

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

17

File Description	Documents
Any additional information	View File
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

274

File Description	Documents
Any additional information	View File
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.

Our college has a well-integrated evaluation process. We have to consider the university-recommended evaluation process but we also introduce our own parameters of evaluation. The college, keeping in mind the University Academic Calendar, prepares its own academic calendar and organizes a decentralized process of evaluation.

The college employs a student-centric evaluation process and gives ample freedom to the teaching staff to evaluate according to his/her plan. In addition to the University's prescribed methods and plans, our teachers introduce various methods like unit tests, oral tests, project work, online tests, Viva Voce, and presentations for evaluation.

As per university guidelines, we prepare an examination timetable, and teachers are asked to set the appropriate question papers. The exam schedule is declared well before on noticeboards and the website so that students can follow the process. After assessing unit tests, students may get specific guidance from the related teachers before the internal examination. Our examinations committee consists of experienced senior faculties, which monitors and conducts examinations and evaluation/assessments.

The faculties submit the results after assessment within ten days. The internal result sheets are displayed on the notice boards and college websites for the students. There is a transparent mechanism of reassessment too.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

All internal examination-related grievances are considered and adequately addressed by the Exam committee under the active guidance of the Principal. The internal result is displayed and grievances are addressed before the final sheet is submitted to the University. Re-assessment and rechecking of their answer books is done on a simple application with minimum fees. After the declaration of the results of internal tests, students can approach the Examination Committee which attends and solves the problem. Student can see their answer book in the presence of the committee and discuss the issue with the concerned teacher. If necessary, the committee can consult the issue with faculty and subject HoD and attend to the issue as per the University rules in the stipulated time. For the University examination, the college assists the student in the smooth examination process.

The college administration helps students with the examination process. Most of the process is done through the online mechanism. Students are provided with suitable facilities so that they can attend the examination with calm and peace.

At the University level, the examination section has adequate grievance redressal mechanisms. Students can apply through a specific procedure and pay nominal fees.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Learning outcomes form an integral part of the college's vision, mission and objectives. The learning objectives are communicated through various means such as college prospectus.

IQAC also takes enough care in increasing learning capabilities and imparting professional expertise. College offers UG/PG programmes under the faculties of Arts and Commerce. Generally, the university, with the help of BoS forms the syllabi of each programme after careful discussion and communicates it to every affiliated college well before it actually implemented. The university also uploads it on its website, which is available to all students and teachers.

At the beginning of the semester, the HoD of each department discusses the syllabus and its proposed outcomes with the faculties. The teachers prepare their action plans and teaching plans to achieve Cos. After discussion and detailed noting, the department prepares Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (Cos). The POs, PSOs and COs and links to the syllabus of each programme and course are displayed on the College website. The students can avail of it at any time.

The college also sends teachers for workshops, seminars, Orientation, Refresher programmes, conferences and FDPs to enrich and enable them to achieve the proposed outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.accunjha.org/pdf/UNJHA_COLLEGE_PO_CO_PSO.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The assessment of the programme outcomes provides us valuable inputs for improvements. The college relentlessly tries to pursue the goals which are set by each department regarding its POs, PSOs and Cos. The college has well-established methods of evaluation, monitoring, and ensuring the programme outcomes.

The IQAC of the college evaluates POs, PSOs, and Cos taking into consideration the result of the students in the semester-end examination. Every year, the performance of the students in the college and university examination is analyzed.

Collecting the data of Students enrolled in different higher studies programmes after completing their Bachelor's and Master's Data is also one of the parameters to evaluate course outcomes.

College Career Guidance Cell guides active students and motivates them to choose higher degree/diploma courses for their bright future. Records of the job placements of the students are maintained. The College regularly collects and analyses the feedback of students, teachers, alumni, and parents

Through the internal and external examinations, assignments, participation in class activities, and role in departmental activities, the program-specific outcomes are evaluated and measured.

Students are also encouraged to take part in various co-curricular and extra-curricular activities within and outside the college. Meritorious students are encouraged and motivated

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.accunjha.org/pdf/UNJHA_COLLEGE_PO_CO_PSO.pdf

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

881

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	View File
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://accunjha.org/pdf/Feedback_Analysis_Action_Taken_Report_2022_23.pdf

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

10

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

8

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

3

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://kcg.gujarat.gov.in/shodh-scheme-developing-high-quality-research

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Infrastructure: The required infrastructure is developed and well maintained by the college. College has Research Centre equipped with Wifi and Computer facilities. Personal laptops have been given to all the faculty members. The infrastructure includes Research and IPR Cell to support research activities, Seminar and Workshop and publication.

ICT Resources: The college is well equipped with ICT resources that act as the support in the creation and transfer of knowledge. Classrooms are equipped with projectors and Wifi connectivity which gives the students an excellent learning experience.

Work Environment: It is supportive and amicable. The college regularly organises different research activities. All the departments are provided computers and WiFi facilities. Teachers are also motivated to participate in the seminars, conferences, orientation programmes, faculty development programmes, workshops etc.

Research Events: Our College has organised many seminars, conferences, and workshops during 2022-23. The purpose of these events was to develop research attitude among the teachers and students.

Publications: The College faculty members regularly publishes their articles and research papers in reputed peer-reviewed research journals. Faculty members publishes books on varied subjects regularly.

Research Conducted by the Students: Students from the different departments like Economics and Commerce are encouraged to conduct research on social problems. Commerce Department organizes Student-Exchange programmes, field visits regularly.

Apart from these, we regularly invite suggestions from our stakeholders and try to carry out the research studies focusing on their suggestions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://accunjha.org/pdf/igac/aqar_2022_23/Criterion_3/3.2.1_Document_letter.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

3

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

14

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

16

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

College possesses a vibrant and active National Service Scheme (N.S.S.) Unit which includes active volunteers, always ready to serve in any difficult situations. The active group of dedicated

volunteers are always eager to organize awareness camps, cleanliness drive, blood donation camps, de-addiction drives, tree plantation, rehabilitation and flood relief work, food and clothes distribution, medicines and water-bottle distribution, HIV-Aids awareness, Literacy Campaign, Street plays for health awareness etc. This unit also organizes a weekly Shibir (Off-Campus Workshop) in nearby villages every year. Apart from these, our students and staff are deeply engaged with the following social activities to aid the self and the society:

- Our NSS and NCC units are actively indulged in social networking. Most of their activities and programmes are based on social concerns. Their intensive participation in such programmes enables them to be good citizens. They are ever ready to serve the society as and when required.
- NSS unit held its one week special camp in 'Aithor' and organised various awareness activities for the people of the village including educating them about superstitions, health and hygiene, cleanliness drive and so on.
- Our students also celebrate some festivals like Deewali, Holi, Birthday, Friendship Day etc. with the Old people in Old Age homes.
- NSS students also helped handicapped citizens to reach out to the polling booth to vote.
- Our students are very kind by heart. They regularly distribute Books, Clothes, Blankets and food material to the needy people and Old Age Homes.

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

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - 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

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

11

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1000

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

13

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

In terms of infrastructure, ACC Unjha is one of the best colleges in the district having every facility and equipment required for students and faculty members and has continually improved its infrastructure with the state-of -the-art ideology.

Teaching Learning Infrastructure: ACC Unjha capitalizes on blended

learning model, i.e., both physical and digital mediums for effective teaching-learning process.

Classrooms: All technically equipped classrooms have retained their heritage look using vintage teak furniture with facilities such as three-panel green boards, podium, overhead Wi-Fi and VGA enabled LCD projectors. Furthermore, all classrooms are equipped with an audio system for morning prayers and to circulate any important information. Further, there are two conference rooms with meetings and seminar recording systems.

Research and Tutorial Block: This block encompasses facilities like computers and Wi-Fi enabled rooms equipped with green board, and a sitting capacity of around fifteen students.

Library: The College Library is huge and knowledge providing pillar of the institute with Wi-Fi-enabled Unit and a seating capacity for about 100 readers. The library uses database management software SOUL 2.0. with a collection of 47872 books and 32 academic journals and magazines.

Apart from these basic facilities, the college has gym, IQAC office, NCC room, sports room, NSS room, 2 seminar halls, girls room, department-wise staff rooms, herbal garden, canteen etc.

File Description	Documents
Upload any additional information	View File
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.

CULTURAL FACILITIES:

The success of the college is attained due to cultural facilities offered to the students. Saptdhara and Cultural Committee focus on polishing the skills of students, under the guidance of the faculties in charge. Our faculties are working so hard to prepare our students culturally rich and well mannered. Our college provides every amenity for organizing all type of cultural events of the college. The college takes part in the University Youth Festival every year. We provide training for the students to participate in the youth festival, along with necessary costumes and props for the

group events. Our students got excellent results every time in youth festivals which makes us so proud. Our college organizes Annual Day, Traditional Dress Competition and Garba Mahotsav every Year. The college facilitates the students who have performed well in the Youth Festival and cultural events.

Indoor Sports Complex:

The college has recently constructed 966.56 sq.mtrcentrally air-conditioned Indoor Sports Complex for indoor games like Indoor Kabaddi, Wrestling, Zudo, Table-tennis, Cards, Chess, Carom and other indoor cultural activities.

Outdoor Sports:

The college provides facilities for outdoor games such as Cricket, Football, Volley-ball, Netball, basketball, etc on its ground.

Playing kit and facilities available: Carrom Boards, Chess Boards, Kits for many games such as Cricket, Hockey, Football, Basketball, Volleyball, Throwball, Softball, Handball, Turf ball, Tennikoit, etc. are made available for the players.

Every year the college organizes Inter-College Sports Tournament in which all the departments and classes participatewith each other.

File Description	Documents
Upload any additional information	View File
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.

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://accunjha.org/pdf/igac/aqar_2022_23/Criterion_1/1.1.1_5_TIME_TABLE.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

28.13

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
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)

The library has fully automated, using integrated library management software SOUL 2.0. It provides a very user-friendly atmosphere in the library. The college is a member of INFLIBNET N-List consortia for many years and provides access to 6,000 online Journals and 31,35,000 e-books. It provides web-based services including access to e-books, e-journals, and research databases. Thousands of e-resources are made available from a single point of access.

Highlights of Central Library and Research Centre

- The library has developed inter library loan service with nearby colleges.
- Whenever new books are added, they are displayed in the

section 'new arrival' to bring it to the notice of the reader.

- INFLIBNET facility
- 24*7 Wi-Fi and Internet Connectivity
- Book Exchange Section
- Magazine Display Section
- Air-conditioned Research Zone for Students and Faculty members with Computers and Internet
- Airy, well-lit Book Section
- Reader Capacity: up to 45 students and 10 faculties
- Internet browsing and e-journals/e-books
- A wide repository of books, journals, CDs, educational videos, films, newspapers, rare books, e-resources, etc.
- NET/SET Coaching, Remedial Studies, State Public Service Examination, Civil Service Examination, Career and Counseling Guidance

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

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

1.47

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

30

File Description	Documents
Any additional information	View File
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

- The Administrative office is fully IT enabled. Office staff is facilitated with computers, printers, barcode scanner, Xerox machine, LAN, CCTV cameras, Wi-Fi internet, etc. College ERP system is the core of all the administrative work. The ERP system, therefore, helps by procuring and storing enormous volume of data and facilitates processes in areas of Planning and Development, administration, Finance and accounts, Student admission, Feedback and the examinations in the College.
- The Central Computer Laboratory having the facility of Ten (10) computers in LAN with Internet Facility.
- The Digital English Language Laboratory (DELL) is facilitated with 25 computers with internet and spoken English audio and video tools.
- The Central library is the heart of our college. The library has fully automated, using integrated library management software SOUL 2.0. The college is a member of INFLIBNET N-List consortia for many years and provides access to thousands of e-resources. It provides web-based services including access to e-books, e-journals, and research databases.
- Campus Wi-Fi and Internet System with the help of 13 routers and OPTIC FIBER NETWORK having 40 MBPS bandwidth is provided

to teachers and staff. Study materials, Question papers, Educational Videos, Online QUIZ, etc. are also made available to students through this Internet Facility.

- The college has developed an informative, dynamic Website and College Android App which includes online admission, e content, feedbacks, results, scholarship, etc.
- Eight (08) Smart Classes are well equipped with Interactive boards, LCD projectors, white Boards, Audio System and internet facility.

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

4.3.2 - Number of Computers

38

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

28.13

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
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.

PHYSICAL FACILITIES: The maintenance of entire college building is achieved through the periodic monitoring of Annual Stock verification of each department, allocation of adequate budget for annual maintenance of college infrastructure by the Maintenance committee and IQAC committee headed by the Principal. Adequate protective tools are developed like UPS, antivirus, firewalls, CCTV cameras. All the classrooms, seminar hall, auditorium, staff room, pantry, departments, principal's office, administrative office, library, etc. are always well maintained with sufficient cleanliness.

Computer Lab, DELL, BAOU and other rooms are regularly cleaned and maintained by making an MOU with cleaning and repair firms. Each and every floor of the campus is equipped with fire extinguishers.

ICT AND INTERNET FACILITIES: The college has a comprehensive IT procedure regarding service, data, and network security. The college has a mechanism of adopting free software and anti-piracy protocol Computer Instructor addresses internet broadband connectivity and Wi-Fi problems. In order to minimize e-waste, computers are serviced and reused as far as possible. The dynamic Website of the college, College Android App, Internet facility are also well-maintained by the software developer.

LIBRARY FACILITIES: Our college library is automated regularly through software SOUL 2.0. A regulation of maintenance and digitizing of rare books, back volumes, manuscripts and reports, is performed with care.

SPORTS FACILITIES: Sports facilities are well maintained by the Physical Director of the college. Regular inspection and maintenance of sports fields is done. The equipments in Indoor and Outdoor

Gymnasium are regularly serviced and purchased new one when required.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1179

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	https://www.accunjha.org/
Any additional information	View File
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	
55	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
55	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
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

9

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

49

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

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

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

13

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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)

As students are the key stakeholders of the institution, the College ensures due and adequate representation of students in its Academic and Administrative Bodies/Committees.

1.The IQAC, ACC Unjha has nominated student members.

2.The Joint Consultative Committee comprises of Faculty and student representatives, with the task of framing policies for the smooth execution of the academic, financial and welfare activities in the college.

4.The Anti-Ragging Cell of the College includes student representatives for concrete and substantial reporting of any incident of ragging in the College at the same time giving the utmost priority for protecting the identity of the student.

5.The Internal Complaints Committee comprises of Faculty Members, administrative staff and student representatives to investigate into cases of sexual misconduct and gender harassment, if any. However, there has been no such cases so far.

6. Various committees in the College have student representatives with Faculty Members where the extra-curricular activities are conducted by the students in close cooperation and overall supervision of the committee conveners.

7. Students in Sports as well participate not only as players but also as administrators and take care of every event organized under the hostship of the college.

File Description	Documents
Paste link for additional information	https://www.accunjha.org/
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

202

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

ACC Unjha Alumni Association is a vibrant Alumni Body of the College that offers a platform to its members to actively engage with each other. It also acts as a connecting medium to its alma mater. It helps keep alumni in touch through reunions, the alumni website, special events around the country, alumni events at professional conferences and alumni meetings. The college at times organizes various events in collaboration with the Alumini Association.

The College Alumni Committee keeps on meeting twice or thrice a year. The committee is always in touch with the dignitaries of the Alumni Association. The committee is also concerned about the teachers and staff of the non-teaching who have retired. The retired faculties are also invited in many programmes of the institution.

Their guidance and advice gives important impetus to the experience of the committee.

Financial contribution of Alumni Association is a vital factor in the development of the college infrastructure. More than Two Crore rupees have been donated by the Alumni. Many of our alumni are settled in the local town running small-medium industrial houses. These alumni also become instrumental in providing jobs to our students. Thus, they become a part of the placement process. Their generous donation, fund raising, intellectual support and motivation gives warmth, inspiration and motivation to the students and institution as well. These alumni are the reflection of what we have given to the society

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

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

Response:

Vision: To create a healthy, secular and democratic environment and community which can nourish basic human values and mould an ideal citizen endowed with liberal and global thinking.

Mission:

1. To enhance and improve the quality and the standard of education.
2. To impart humanistic as well as practical day-to-day technical knowledge.

3. To be in tune and harmony with the rapid changes in the field of education.

4. To be the high standard institution of learning in North Gujarat region.

5. To set up innovative and need based programmes of learning.

The institution is engaged in an ideal and noble profession of imparting quality higher education with the aim of providing opportunities of education to all students, irrespective of caste, creed, religion and sex. The subjects taught in this institution are mainly connected with Arts and Commerce Faculty. These subjects inculcate the values such as India's cultural heritage, democracy, secularism, equality of sexes, protection of the environment, removal of social barriers, and the modern entrepreneurship of the business temperalong with peaceful co-existence among different sections of society. The College ensures the competency of staff and helps the faculty to develop continuously. With a view to arousing versatile personality of students, co-curricular and extracurricular activities like cultural, sports, NSS., NCC, seminars, workshops, skill-based training etc. are regularly carried out by the institution.

File Description	Documents
Paste link for additional information	https://www.accunjha.org/
Upload any additional information	View File

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

Response:

The Institution believes in professional concepts like strategic planning, management, teamwork and collaborative decision making process. The administration of institution is decentralized in various segments. The Management, the Principal and faculties work in tune for implementation of policy and plans. The Principal and HoDs are given total academic freedom by the Management. The principal, IQAC, HODs and Conveners of various committees implement the plans and policies together. At institution level various committees have been constituted to plan and monitor the functioning of different departments. The Heads of the different departments in

cooperation with respective department faculty members look into the day-to-day affairs of teaching-learning activities.

To organize and implement curricular and co-curricular activities, various committees and clubs are formed and assigned work to different committee members. Each committee is headed by a convener and members under the chairmanship of the principal. The committees carry out the activities through the academic year.

At the administrative level, the office non-teaching staff look into the day-to-day routine of the college. The IQAC takes specific measures through deliberations and interactions by getting feedback from the departments, students, alumni and parents to address their concerns and bring effectiveness in education. In the institution, administrative powers and responsibilities are delegated to faculties on the basis of their experience, competence, commitment and attitude to meet the institutional goals and objectives. College is certified with ISO: 9001:2015 certification for its continuous quality measures and upgradation.

File Description	Documents
Paste link for additional information	https://accunjha.org/pdf/iqac/aqar_2022_23/Criterion_6/6.1.2_Document_Letter.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Being the head of the institute, the principal bears the ultimate responsibility for the smooth running of the college. As the head of the institution, the principal is responsible for both the agenda for Governing Body meetings and implementing the decision in action. The IQAC and the principal discuss and deploy various policies for the quality maintenance in the institution. The college does the following:

- The Managing Body holds meetings with IQAC regularly.
- Feedbacks from Stakeholders, Alumni, Staff, Parents and Students are taken in to notice.
- The IQAC team visits the departments once in a semester.
- The principal frequently visits the departments as well as the class rooms and interact with the faculty and the students.
- The Head of the department looks after the system of his/her

department and guides the faculties.

- Policies and plans are constituted, monitored and evaluated by the Principal and IQAC.
- The successful leadership of the principal has resulted in achieving A grade in the third cycle of accreditation by NAAC.
- Various committees drafted for smooth workingprepare action plans and discuss with the principal.
- The Committees carry out the activities effectively and submit the reports to the head of the institute at the end of the year.
- The students are also motivated to develop the nature of successful leadership by nominating and involving them in to various co-curricular and extracurricular activities.

The college endeavors to achieve its aim by constantly improving its quality management through everyone's active involvement and sincerity.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://accunjha.org/pdf/iqac/agar_2022_23/Criterion_6/6.2.1_Document_Letter.pdf
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.

Following are the institutional bodies that help achieve the aim of the college:

College Governing Body of the Management consists of reputed and successful personalities in the field of education, social services, politics as well as business.

The Principal of the institute is a liaison between the staff-students and the management.Principal is the chief executive officer and he is responsible for managing all academic, administrative tasks and supervising staff and students.

IQAC functions in the college to ensures the planning and effective implementations of the academic policies.

The HODs of each department leads the academic and administrative activities of the concerned department.

As the academic and administrative head of the institute, the principal constitutes different committees at the beginning of every academic year for a smooth, effective and transparent functioning of academic, administrative, extracurricular and research activities.

The recruitment/appointmentof the teaching staff is done according to the norms of UGC, State Government and the affiliated university. The academic calendar and the working hours for teaching and non-teaching staff are followed as per the guideline of UGC and The Education Department of the State Government.

The institute has constituted Grievances Redressal Cell. Complaint Box, college e-mail address, contact numbers of the college office and the principal are various sources through which the grievances are gathered. The committee studies the grievances and brings them to the notice of the principal. The principal takes up necessary action for a prompt disposal or solution of the grievances.

File Description	Documents
Paste link for additional information	https://accunjha.org/pdf/igac/aqar_2022_23/Criterion_6/6.2.2_Document_Letter.pdf
Link to Organogram of the institution webpage	https://accunjha.org/pdf/igac/aqar_2022_23/Criterion_6/6.2.2.1_Institutional_Governance_Organogram.pdf
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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
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

The College provides a number of welfare schemes to its staff and is availed as and when they are needed.

- Twelve casual leaves for teaching staff and fifteen casual leaves for non teaching staff are granted.
- The non teaching staff avail the benefit of 30 earned leaves every year.
- 20 half pay leave or 10 days leave can be commuted every year by every employee.
- Duty leaves are also sanctioned to all the staff members for attending training programmes, orientation programmes, refresher programmes, workshops, seminars, conferences, faculty development programmes or for examination duty as per the government rules.
- The staff is also be encouraged by financial support by the college.
- A Provision of maternity leave of six months for lady teacher is also available as per Government rules.
- Male teacher can claim paternity leave as per government rules.
- The benefit of Group Insurance Scheme of Government is also available for all permanent members of the staff.
- The benefits of Gratuities, GPF, CPF, LTC, Pension are given to the staff as per the Government's welfare schemes for employees.
- The teaching staff is offered Rs.2, 00,000 and the non teaching staff is offered Rs. 1, 00,000 at a time of crucial circumstances.
- The management encourages the staff when a remarkable achievement in his/her field is secured by the staff.

- Faculty enhancement programmes are organized periodically to motivate and update the teaching and non teaching staff.
- For yoga and Exercise the gymnasium center is also available for the staff. Staff tour is also planned occasionally.

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

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

9

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

0

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)	View File

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

9

File Description	Documents
IQAC report summary	View File
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

Performance Appraisal System for Teaching Staff

The institution has a three level mechanism for appraisal of the performance of the teachers:

1. **Teacher's Self-Appraisal System:** The institution provides an

academic diary to the teachers in which the self-appraisal form is also printed. It is mandatory for teachers to furnish all the details of their academic activities during the particular academic year.

2. **Teacher’s Evaluation by students:**In the second stage, an evaluation of the teachers is done by the rating scale given by the students. Here, the students have an opportunity to evaluate the performance of their teachers through an online questionnaire on website and android application. The IQAC and the principal analyze the data and a record sheet is prepared. The results of college exam as well as university exam are also taken in to the notice.
3. **Teacher’s Evaluation by Authorities:** The HOD and the principal regularly monitor and evaluate the activities of the teacher throughout the year. The authorities observe the punctuality, use of innovative teaching methods, timely completion of syllabus, participation in curricular, co- curricular and extracurricular activities, technical skill and ability to use ICT, discipline, commitment to the work and sincerity on the part of a teacher.

Performance Appraisal System for Non-Teaching Staff For teaching staff, it is mandatory to submit the self-appraisal form to the principal at the end of every academic year. The performance of the non-teaching staff is also assessed through general views of the students and parents.

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

The accounts are done in Tally software so that the authorities can monitor entries. There is a mechanism of checking, rechecking and crosschecking of accounts by the Accountant, Office Superintendent, Administrative Coordinator and Principal periodically.

Besides, an arrangement is made by the management for internal audit at least two times a year by C.A. firm, C. D. Modh & Co., Mehsana.

In the case of spending of UGC grant, there is IQAC, Finance Committee and Library Committee. It finalizes the purchase of necessary equipment and books of the Institute. All purchases are done through a tender system.

Audit of the Grants sanctioned by the UGC

After the completion of the specified period of a Special Development Grant from UGC, all the files relating to that grant are submitted to our external auditor, Chetan D. Modh, Mahesana for verification and audit certificate. These certificates and statements of account are submitted to the UGC.

Audit of the Management account

The treasure from the trust visits the college at end of every quarter and verifies the accounts, prepares the journal and ledger and submits a quarterly report to the Management.

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)

0

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

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

Mobilization of Funds

The sources of fund for the institute are

- The Grant from the State Government
- The Grant from UGC under various Schemes
- Fees from Aided Courses
- Fees from courses under self-finance Programs
- Supporting Financial Assistance from the Management

Utilization Policy:

The utilization policy is transparent. The Managerial body and IQAC of the college from time to time as per the requirement decide the policy and procedure for resource mobilization. The Purchase Committee decides the policy and procedure for purchasing items. Each item is purchased by comparing a minimum of three quotations received from vendors. The comparative statement of quotations is placed before the Purchase Committee. Collection of tuition fees, purchases of materials, books, stationeries, equipment and its maintenance, payment of bills are through centralized accounts department. All purchases are done through tender system. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheque. Only authorized persons by management can operate the transaction through the bank. Internal Chartered Accountant conducts a financial audit twice a year to verify the compliance. The State Government periodically does the external audit. The grant of State Government is finalized only after the audit.

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

Contribution of IQAC to Institutionalize Quality Assurance Strategies and Processes:

- Development and Application of Quality parameters

IQAC has made the teaching and non-teaching staff aware of the parameters of quality assessment, and channelize the activities,

introduce new models, design the forms as well as maintain records of the activities.

- **Creating a Learner-Centric Environment**

The IQAC along with the help of other departments and committees developed the patterns that help in transforming the learning atmosphere in the campus.

- **Feedback Response System**

Every year, under the initiative of the IQAC, the feedbacks on the academic and administrative processes and facilities are taken online from the stakeholders.

- **Enhancement in Curricular, Co-curricular and Extension Activities**

IQAC organizes workshops, seminars, exhibitions, competitions to emphasize the involvement of students in Curricular, Co-curricular and Extension Activities.

- **Documentation**

Each faculty and department is asked to maintain a record of their academic activities. All the documents are collected by the IQAC for making Annual Report.

- **Development of Quality Culture in the Institution**

The IQAC conducts various programmes and provides guidelines for the Committee/body/ department regarding the organizing of events.

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

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

IQAC reviews its teaching-learning process, structures & methodologies of operation annually.

It also verifies the learning outcomes periodically through student feedback and departmental meetings.

IQAC found that the teaching method must be made more interactive in the benefit of the students.

As an illustration of the IQAC initiated review processes below two case illustrations are presented. I. Institutional reviews facilitated by the IQAC: Feedback on Teachers' Performance Annual Academic and Administrative Audit II. Implementation of teaching-learning reforms facilitated by the IQAC: The IQAC in its annual Plan of Action makes several recommendations aimed at bringing about general improvements. This includes plans to reform teaching, learning and evaluation. The IQAC has recommended several steps to enhance the effectiveness of the teaching learning process through its Plan of Action. The institution enhanced student's centric methods to make teaching interesting. The academic infrastructures developed include new Central Computer Lab; new ICT enabled Smart Class Rooms, Upgradation of Seminar Hall, Wi-Fi Campus, new Laboratory Equipment, Additional Books and Journals, organizing guest lectures, seminars/conferences.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://accunjha.org/pdf/COLLEGE_IOAC_MINUTES_AND_ACTION_TAKEN_REPORT_2022_23.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

ACC Unjha is thoughtful and committed towards gender equity issues. It always thrives for safety of girls and provides utmost safe and secured environment. It has an effective women development cell which creates awareness regarding gender equity. The center aims at creating awareness among students about respect for all human beings & that everyone is valued and favored equally regardless of their gender. Every year the cell organizes orientation program to make them understand the role of women cell and its facilities.

On 28th July 2022, Women's Development Cell organized an orientation program. It was attended by 55 attendees.

Moreover, for safety and security purpose the institute has restricted entry at the gates with guards deputed to check the entry of undesirable elements in the institute and also the entire institute is monitored under CCTV camera coverage. The institute also has a counsellor who conducts regular counselling sessions of students to counsel them on various psychological & sociological issues.

COMMON ROOM

There is separate washroom for girls. The facility of a special common room is also available to the girl students.

File Description	Documents
Annual gender sensitization action plan	https://accunjha.org/pdf/iqac/agar_2022_23/Criterion_7/7.1.1_Measures_initiated_by_the_Institution_for_the_promotion_of_gender_equality.pdf
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://accunjha.org/pdf/iqac/agar_2022_23/Criterion_7/7.1.1_Measures_initiated_by_the_Institution_for_the_promotion_of_gender_equality.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The institute has its focus on cleanliness and proper waste management of degradable and non-degradable waste. The waste management facilities in the institute are:

- The college has implemented a solid waste management system in which segregation of wet, dry, paper and green waste, by setting up of dustbins of different colours, is done. The green coloured dustbins are for wet & biodegradable wastes, blue dustbins are for disposal of plastic wrappers & nonbiodegradable waste, yellow dustbins are for papers & glass bottles, which are disposed on daily basis to the municipality trucks outside the institute. Due to the nature of the courses taught, no biomedical waste material is produced in the institute.

- To manage the E-waste the institute has a scheme through which electronic and computer accessories which are "obsolete" are exchanged with new equipment under buy back scheme. Also, the Institute outsources the maintenance and repairing of IT infrastructure such as Computers, Printers, LAN, facilities, Modems, Routers, Internet facilities including Wi-Fi, broadband & amplifier. The institute has signed an MoU with Deep Computers for the repair and maintenance.
- Moreover, other projects like vermicomposting, maintaining 'Green Protocol' etc. are carried out through out the year.

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

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

B. Any 3 of the above

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:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic

B. Any 3 of the above

5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

A. Any 4 or all of the above

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	View File
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).

Our college is playing an effective role of catalyst to maintain peace and national integration. The institute through its various social and cultural programmes helps to develop inclusive environment for the students and local people along with organizing different activities for inculcating the values of tolerance, harmony towards cultural diversities.

Right from the enrollment there is no biasness as the enrollment is purely transparent and is merit based. College provides equal opportunities to the students in various activities conducted throughout the session irrespective of their caste, creed, religion and region. Some additional courses like NCC-NSS are included in order to inculcate a sense of unity, discipline and harmony. Various cultures are represented during the fests which depict sense of respect towards all the cultures.

There is no segregation of students on the basis of their lingual or communal background. Students are safe and secure at the institute, as the institution has physical, emotional and spiritual safety.

Anti-ragging cell acts as a key factor in maintaining tolerance and harmony among students. For the last decade there is not a single incidence of ragging which shows the efficient working of the cell.

Grievances Redressal and Equal Opportunity Cell is also constituted to address the grievances among students to maintain harmony in the college.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

Throughout the year the institute has made dedicated efforts to make its students and employees not just aware of their constitutional rights but also corresponding duties through which they can be an asset to the society.

Events like National Days (15th August and 26th January), Constitution Day, Voter Rights Awareness Program, Events for making them aware of general Laws etc. are regularly organized in the college.

NSS and NCC cells of the college also contribute in developing values and ethics in individuals by participating in various activities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://accunjha.org/pdf/igac/agar_2022_23/Criterion_7/7.1.9_Document_Letter.pdf
Any other relevant information	Nil

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 and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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	View File

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

In parallel to celebrating the National Festivals, our college also celebrates National Commemorative Days such as Indian Constitution Day to mark the importance of Constitutional rights and obligations, Kargil Vijay Diwasto recognize the sacrifices made by Indian Army with parades by NCC Cadets.

College regularly organizes regional and national festivals, birth/death anniversaries of great Indian personalities of different spheres and significant historical days every year to commemorate our great Indian culture and personalities.

The institution also celebrates the national festivals like independence day, republic day etc. Along with these celebrations with great zeal and joy, various departments organize birth anniversaries like Umashankar Joshi, William Shakespeare, Kavi Kalidas, Karl Marx, Chanakya etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

Following two Best Practices have been implemented Successfully During Year - 2022-23:

BEST PRACTICES - 1: PROMOTING PARTICIPATION OF STUDENTS IN SPORTS

BEST PRACTICES - 2: SAPTADHARA: ENHANCING EXTRACURRICULAR ACTIVITIES

File Description	Documents
Best practices in the Institutional website	https://www.accunjha.org/best-pretice/
Any other relevant information	<u>Nil</u>

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

Use of Information and Communications Technology

The institution has always preferred the use of technology and scientific approaches in its educational, administrative and other activities.

The performance of college in the following areas is more distinctive than other colleges:

EDUCATION:

- Use of available academic ICT tools such as projectors, interactive boards, computers, laptops, audio systems etc. is done by all the professors to make learning experience more effective and live.
- The NME-ICT scheme and the NAMO Wi-Fi is provided throughout the campus.
- Android App and INTRANET facilities
- Enriched Research Lab

ADMINISTRATION:

- Online Admission.

- Dynamic Website Office Management Software
- Bulk message system.
- The College has an Android App.
- Cyberoam software.
- Soul 2.0 software.

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

7.3.2 - Plan of action for the next academic year

Plan of Action 2023-24

- To organize Finishing School Program of Education Department, Government of Gujarat.
- To host more sports events.
- Upgrade institutional website.
- To work for social welfare with the help of NSS unit.
- To make placement more efficient.
- To motivate students to participate in Youth Festival - University and perform better.
- To encourage student to participate in NSS/NCC/Culture/Sport activities.
- Motivate students and staff to do research activity.
- Celebrating various days.
- To initiate various awareness programs.
- To arrange expert lectures for students as a part of Faculty Exchange program.
- To organize various co-curricular and extracurricular activities for students.
- To motivate PG students regarding NET/SLET examination.
- Enrich library by adding new reference books/ journal/periodicals /E resources.
- To reform examination pattern.