



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1. Name of the Institution

Navjivan Science College, Dahod

- Name of the Head of the institution **Dr. Gaurangkumar Jayantilal Kharadi**
- Designation **Principal (in-charge)**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **02673250346**
- Mobile no **9484548232**
- Registered e-mail **navjivan_73@yahoo.co.in**
- Alternate e-mail **gaurangkharadi@yahoo.com**
- Address **Girdharnagar College Campus,
opposite Government Polytechnic
College, Jhalod Road, Usarvan
Dahod**
- City/Town **Dahod**
- State/UT **Gujarat**
- Pin Code **389151**

2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Shri Govind Guru University
Godhra**
- Name of the IQAC Coordinator **Dr.Nileshkumar Mangalbhai Vaghela**
- Phone No. **02673250346**
- Alternate phone No. **9979662555**
- Mobile **9537385246**
- IQAC e-mail address **navjivan_73@yahoo.co.in**
- Alternate Email address **dr.nileshmvaghela@gmail.com**

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

<https://navjivansciencecollege.com/wp-content/uploads/2024/05/SubmittedAQAR.pdf>

4.Whether Academic Calendar prepared during the year?

Yes

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

<https://navjivansciencecollege.com/wp-content/uploads/2025/01/academic-cal.2023-24.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.12	2008	16/09/2008	15/09/2013
Cycle 2	B	2.31	2014	05/05/2014	04/05/2019

6.Date of Establishment of IQAC

22/05/2008

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
Navjivan Science College Dahod	Azadi Ka Amrut Mahotsav	KCG, Ahmedabad	2023-2024	12000
Navjivan Science College Dahod	Panch Praklap	KCG, Ahmedabad	2023-2024	12000
Navjivan Science College Dahod	Placement Cell	KCG, Ahmedabad	2023-2024	50000
Navjivan Science College Dahod	Namo-Wifi	KCG, Ahmedabad	2023-2024	500000
Navjivan Science College Dahod	NSS	Government of Gujarat	2023-2024	50000
Navjivan Science College Dahod	NSS	Central Government	2023-2024	142000
Navjivan Science College Dahod	Grahak Surksha	KCG	2023-2024	4000

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

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

9.No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and **Yes**

compliance to the decisions have been uploaded on the institutional website?

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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

- If yes, mention the amount

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

Applied for GSIRF

The green audit, energy audit and environment audit was done and certificates were uploaded on institutional website.

The institute has been short listed for the PM-USHA Component - 3 grant to strengthen colleges with rupees five crores for the academic year 2023-24. The DPR file had already been submitted to the KCG, Ahmedabad, Gujarat for final approval.

Applied for NAAC Cycle - 3, SSR Submitted and it was under DVV

On completing the successful 50 years of its existence, the institute celebrated its Golden Jubilee.

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
The institute planned to apply for GSIRF.	The detail application for GSIRF was submitted.
The institute planned to complete its green audit, energy audit and environment audit.	The green audit, energy audit and environment audit was completed and certificates were uploaded on institutional website.
The institute applied for PM-USHA Component - 3	The institute has been short listed for the PM-USHA Component - 3 grant to strengthen colleges with rupees five crores for the academic year 2023-24. The DPR file had already been submitted to the KCG, Ahmedabad, Gujarat for final approval.
Apply for NAAC Cycle - 3	SSR Submitted and it was under DVV

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	Navjivan Science College, Dahod
• Name of the Head of the institution	Dr. Gaurangkumar Jayantilal Kharadi
• Designation	Principal(in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02673250346
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• Pin Code	389151
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• Location	Rural
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	Godhra				
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• IQAC e-mail address	navjivan_73@yahoo.co.in				
• Alternate Email address	dr.nileshmvaghela@gmail.com				
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4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://navjivansciencecollege.com/wp-content/uploads/2025/01/academic-cal.2023-24.pdf				
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and compliance to the decisions have been uploaded on the institutional website?	
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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 	
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13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	Nil

15. Multidisciplinary / interdisciplinary

The Institution will focus on overall development of students by inculcating critical reasoning abilities and skills that will enable them to be open-minded for change and acquisition of new knowledge. Our education will be aim at developing all round capacities of students: intellectual, aesthetic, social, physical, emotional and moral values in an integrated manner. The

Institution will organize programs to integrate scientific knowledge, for example by arranging presentations and lectures by resource persons to inculcate basic scientific knowledge among science students. The Institution offers flexible and innovative curriculum that includes credit based courses and projects in the course programmes, in the areas of community engagement and service, environmental education, and value based education, for example Yoga day celebration, Human Rights day celebration, AIDS prevention day, Legal Awareness Program, Environment Day Celebration, etc. The Institution will offer a liberal education which then develop all students capabilities - intellectual, social, physical, emotional and moral values in an integrated manner. Keeping in view the problems faced by the students, the Institution plans to set up short-term vocational courses to make the students equipped towards self-employment. The Institution has a Career Guidance Cell to find out the problems prevailing among the students and aims to solve these problems by organizing various meetings and awareness campaign. In view of NEP 2021 our Institution has organized various programs like blood donation camp, mass awareness campaign such as AIDS awareness, awareness for traffic rules, Anti-tobacco campaign, Save environment campaign, Run for Unity, Fit India Movement, SwachataPakhwada, Women Self Defence and Empowerment.

16.Academic bank of credits (ABC):

The Institution has to wait for approval from the Academic Council before implementing the Academic Bank of Credits. The pedagogy of the Institution is student-centered, and the pedagogies of the faculties are constructivist, inquiry-based, reflective, collaborative, and integrative. Assignments, internal and external evaluations and practicals are utilised to examine the students' learning outcomes.

17.Skill development:

Since the Institution aims are to provide higher education, valuebased education to the students of the tribal areas, an attempt is made to instil optimism in the students. The college further observes national holidays including Republic Day and Independence Day. Taking part in events like World Aids Day, Environment Day, and commemorating the birthdays and deaths of our national leaders all help kids develop positive character traits in our students. The college also uses mentoring as one of its techniques to help students make the most of their education and explore their options for career after graduation.

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

Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) The Institution works to help students develop a positive outlook and other traits that will help them lead successful lives, as well as the understanding that learning is a lifelong endeavour. One of the programme outcomes for the students is to understand, analyse, evaluate, and develop responsibility and effective citizenship. In order to encourage the use of Indian languages, the degreelevel topics are taught in Gujarati language. The mentors also use bilingual mode (English and vernacular language) for teaching language.

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

The Institution works to help students develop a positive outlook and good character traits that will help them lead successful lives, as well as the understanding that learning is a lifelong activity. The outcomes of the degree programme for the students is to understand, analyze, evaluate, and develop responsibility and effective citizenship. It also emphasizes on a clearly articulated idea of what students are expected to know and be able to do. The Institution provides good education to students, session on career counselling, industrial training, science practical, research etc, which will help them when they leave the institution.

20.Distance education/online education:

The Institution offers both graduate and post graduate distance courses as well as vocational course through ODL (Open Distance Learning) mode in due course of time. The faculty have used Google Classroom, Zoom, Microsoft Teams, the usage of PPT and a few of the technology tools as teaching and learning aids especially during the pandemic lockdown with the convenience of the students in mind. Some institutional efforts toward blended learning have included group collaboration, interaction, assignments, revision, and assessments.

Extended Profile**1.Programme**

1.1

8

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1 343

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 273

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

File Description	Documents
Data Template	View File

2.3 165

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 31

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 11

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	8
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	343
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	273
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	165
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	31
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	11
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	20
Total number of Classrooms and Seminar halls	
4.2	57.80668
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	35
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 institute maintains a well-organized and structured process for the efficient delivery of its curriculum to the University. It guarantees the proper delivery of the curriculum in accordance with academic calendar after a suitable discussion, suggestions and guidance in meetings with the Principal, IQAC and all HODs. The departments schedule lectures and faculty members approach their own unique teaching-learning methodology to teach the students. Throughout the years, the teaching faculty, non-teaching faculty, and students carry out the classroom and laboratory teaching suitably. Lectures, seminars, group discussions, field trips, and industrial visits are organised to supplement the classroom teaching.

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

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

The students are informed about the internal and external evaluation processes in the orientation program. The institute uses a clear and transparent way for internal evaluation that include internal tests, practicals, and assignments. The practical assessment is based on examination, attendance in the regular laboratory work and journal submission. The students are given an opportunity to raise their queries against the internal marks, if they desire to do so. Any grievances are brought to the notice of the HODs. The query is discussed and resolved with proper satisfaction of the student. Special remedial classes and practicals are organised for academically weak students.

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

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

222

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

The Institute is affiliated to the SGU and it follows the curriculum designed by the university. The curriculum already integrates a few cross-cutting issues related to Gender, Environment, Sustainability, Human values and Professional Ethics. In addition, the Institute hosts a variety of events including awareness campaigns, seminars, invited talks and more to help the students become aware of these issues. The Institute has published a code of behaviour for students on its website, which is followed accurately during scheduled lectures. Various forums are used to discuss topics including human behaviour, personality development, stopping sexual harassment, anti-ragging, etc. To raise awareness among students about gender-related concerns, equality and human values, the Institute hosts seminars and guest lectures under NSS and CWDC. The students study environmental science, fuel chemistry, renewal chemistry, energy and energy harvesting, water analysis, soil composition and analysis, and everyday applications of industrial ecology that makes them aware about the environmental problems. To save and preserve the environment, they study how to use and recreate sustainable resources that doesn't threaten everyday life existence. To reduce waste and avoid harmful and dangerous materials, students receive efficient training in the use of renewable raw materials.

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

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year**1**

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

1.3.3 - Number of students undertaking project work/field work/ internships**115**

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**

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	https://navjivansciencecollege.com/wp-content/uploads/2024/08/2023-24-TEACH-FEEDBACK.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://navjivansciencecollege.com/wp-content/uploads/2024/08/2023-24-stud-feedback.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

343

File Description	Documents
Any additional information	No File Uploaded
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

316

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

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students by organizing special programmes for advanced learners and slow learners. The students in our college come from both urban as well as rural areas. Majority of the students come from economically backward communities of the society. Accordingly the college is much concerned about the overall growth and development of the students which provide them equal opportunities in the learning process. During their classes, the mentors adopt a process to observe and identify the slow and advanced learners among the students as per their responses in the class viva or the internal examinations. The slow learners are provided extra attention with informal environment and helping them to easily understand the concept. The teaching-learning process with slow learners includes: Individual counseling • Remedial Coaching • Providing extra notes and reference books. • Encourage to refer reference books or advanced textbooks • Preparation of their own notes • Participation in learning sessions like seminar, poster presentation, quiz, debates, etc. • Motivates to participate in various activities to develop their confidence and overall personality.

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

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

Number of Students	Number of Teachers
989	31

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Laboratory Practical classes in Science Departments Engaging students in Field work Participation of students in Seminars, Conferences etc. Industrial visits Training Industrial Plant visits for students On Teacher's Day, an opportunity is provided to all students to play a role as a teacher and having an experience to teach in classroom. Students are also continuously encouraged to organize programmes at departmental level. This helps student to improve their knowledge, presentation skills and personality development. Our college uses participative learning to encourage students to actively involve them in learning process. The college methods for participative learning like Assignments, Project, Journal Submission etc. Our mentors provide students tasks that inculcate in them problem solving skills; they receive practical and direct experience of negotiating difficult situations, and are trained as capable, competent and accomplished individuals. Following Problem solving methods are used in student centric activities Trial and Error The Students also participate in various extracurricular activities organized by the college like Cultural and Sports Activities. Like New Year celebrations with cultural programmes, Teacher's Day & self-Discipline Day, Farewell Party for final year students etc. The students are encouraged to participate in Inter-Collegiate Cultural and Sports Competitions. Yuva Mahotsav of University.

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

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

The Institute also appreciates the use of ICT-enabled technologies in improving the process of teaching and learning. Most of the laboratories have internet access, multimedia

speakers, LCD projectors, and WiFi throughout the campus in order to achieve this goal. The Institution has provided desktop computers, LAN, WiFi, and internet access to every department. In order to enhance the quality of teaching and learning, the faculty has enthusiastically embraced a blended learning strategy that combines traditional teaching methods with technology-enabled methods. The online learning environments are designed to educate students in open problem-solving activity. Lab manuals are mailed to students well in advance when the experiment is performed. Online quizzes and polls are regularly conducted to record the feedback of the students. Open Educational Resources such as YouTube Videos, Wikipedia etc. are accessed by the faculty members while preparing their teaching materials. The faculty regularly prepares their lectures in PPT presentation with using videos and animation

File Description	Documents
Upload any additional information	No File Uploaded
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

32

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

2.4 - Teacher Profile and Quality

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

32

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

12

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

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

2.4.3.1 - Total experience of full-time teachers

303

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

2.5 - Evaluation Process and Reforms

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

. The schedule for the internal examination is displayed on the notice board and the Institute website. During regular lectures, the faculty members also notify the students about the scheduled internal examination. The Principal holds meetings and directs the faculties to ensure effective implementation of the evaluation process. Students are assessed continuously through various evaluation processes at Institute and University level. The students are evaluated continuously based on Group Discussion, Unit Tests, Assignments Submission, Field Visit /Field Work and Seminars Presentation. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the slow learning students after their assessment. For transparent and robust for internal assessment, the following mechanisms are conducted Internal Examination Committee. Question Paper Setting. Conduct of Examination Re-test for absentee students Result display Interaction with students regarding their internal assessment. Grievances Redressal System Uploading the final marks to the University Enterprise Resource Planning (ERP) platform for further process.

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

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

The Institute has transparent and robust evaluation process in terms of frequency and mode. An effective evaluation process is one of the essential pillars of the teaching-learning process. There must be objectivity and transparency in the evaluation and assessment process. The Institute follows the guidelines established by SGGU for internal examination and practical evaluation. At the beginning of each academic year, students are informed about the procedure of conducting internal assessment and examination during the orientation session. In order to ensure transparency in internal assessment, the schedule of internal assessment is communicated with the students well in time

File Description	Documents
Any additional information	No File Uploaded
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.

As the Institute is affiliated to SGGU, it follows the affiliating university's course syllabus as well as the teaching, learning, and assessment mechanisms. The Institute follows the syllabus drafted by the university to express the required learning goals for the various programmes and courses provided at the undergraduate and post-graduate levels. The Institute focuses extensively on giving students an outcomebased education in order to develop a variety of values, aptitudes, and competences, including in-depth knowledge, critical thinking, problem-solving abilities, experiential learning, and lifelong learning, to mention a few. The Institute acknowledges that attaining these goals depends in part on learning outcomes. The HODs along with the respective teaching faculty, discuss the syllabi prescribed by the affiliating university to prepare the learning outcomes at the start of each session. As a result, departmental meetings are held time to time to discuss and finalise the learning outcomes for the topic of the department's programmes and courses. If the affiliating university makes any changes to the syllabi, the faculty members are given proper consideration in order to alter the learning outcomes for a specific programme or course. This guarantees that learning results are familiarised and understood on a regular basis, as when necessary.

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

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

institution.

The Institution website then broadly communicates the learning outcomes. The required learning outcomes for every UG and PG course and program are available on the Institution website. Additionally, the Institution holds a first-year student orientation session where the faculty members along with the principal inform students about the course objectives. Moreover, professors share these learning outcomes through additional channels if necessary. The planned learning objectives provide direction for developing curriculum and for designing, executing, and assessing academic programs all year around. They also provide general support in determining the actions required to shift the focus of teaching and learning to the learner, as well as help in assessing the learning levels of students through the use of a variety of techniques and approaches. This has been highly beneficial for the Institution to raise its academic standards and impart the students with valuable knowledges, skills, moral values, aptitudes, and competences.

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

2.6.3 - Pass percentage of Students during the year

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

165

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

2.7 - Student Satisfaction Survey

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

00

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

9

File Description	Documents
Any additional information	No File Uploaded
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**

00

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	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

INNOVATION CLUB AND LAB: The college serves as a center for innovation and creativity in addition to being a location for study. The Innovation Club, an active group where students collaborate on projects, share ideas, and realize their most enthusiastic ideas, is at the hub of it all. By giving young innovators and entrepreneurs a forum to pursue their passions and effect change, the club acts as an incubator. Facilities available are government innovation grant, working space, and innovation kit.

SSIP CELL: The Student Startup and Innovation Policy (SSIP) Cell collaborates closely with the Innovation Club to provide help to students looking forward to turn their ideas into successfully launched businesses. Students are given the tools they need by the SSIP Cell to successfully travel the world of entrepreneurship through networking events, funding opportunities, and mentorship.

INNOVATION LABORATORY: With its modern equipment and innovative technology, the Innovation Laboratory is the hub of the college's innovation ecosystem. Students can explore, prototype, and repeat their ideas until they reach perfection with the resources available to them here. It's an environment that fosters creativity and invention without boundaries

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

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

00

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

5

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	No File Uploaded

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

00

File Description	Documents
Any additional information	No File Uploaded
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

00

File Description	Documents
Any additional information	No File Uploaded
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

The purpose of the NSS cells is to carry out the Institute's pledged objective, which includes educating students about their responsibility to nation-building and fostering a sense of brotherhood among them. Students have the perfect platform to get current and relevant training to tackle real-world difficulties through the various events organized by the NSS units. With an emphasis on holistic development, the Institute encourages students to engage in co-curricular and extracurricular pursuits that foster principles of social responsibility and self-worth. The NSS units of the Institute organised various extension activities and outreach programmes to raise awareness about the common issues faced by the society and puts them on a common platform. The Institute hosts events to raise awareness of environmental issues, human rights and duties and health and hygiene, such as the Swachhha Bharat Abhiyaan, Plastic Free Campaign, tree plantation, organ donation, traffic awareness, voting awareness, AIDS awareness,

suicide prevention, medical check-up camps, save birds, and consumer awareness. Since the Institute is co-educational, it imparts a feeling of empathy for gender and sensitive societal issues. NSS organizes events such as Self-defence Training, Beti Bachavo-Beti Padhavo Abhiyaan, Women Empowerment Week.

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

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	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

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

9

File Description	Documents
Reports of the event organized	No File Uploaded
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

85

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

00

File Description	Documents
e-copies of related Document	No File Uploaded
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

07

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

The Institute's campus extends over the area of 11.9081 acres. The main building of the Institution comprises the administrative offices and laboratories on the ground floor, while the first floor comprises the classrooms.

Classrooms and LaboratoriesThe Institute includes 20 huge, well-ventilated classrooms. The classroom number 215 can accommodate more than 200 students and is utilized for conferences and seminars.The laboratories are large and furnished with the latest technology, including LCD projectors, smart boards that can be connected to the internet. All labs are spacious and well equipped with latest instruments, chemicals, charts, and models.

Botanical and Herbal GardenThe Institute has developed botanical and herbal garden in which different types of saplings are planted. Most of the specimens are required necessarily for carrying out the Botany experiments and are available in the botanical garden.

HostelThe girl's hostel is nearby to the campus of the Institution.

Other Facilities The Institute has a common staff room with well furnished space for staff members to carry on with their work in free time.

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

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

Sports facilities: There is a separate sport room for playing indoor games like Chess, Carom, etc. The students also have facilities to practice Mallakhamb. The Sport Complex of the Institution is under construction. **Amphitheatre:** The Institute has an open-air amphitheatre for cultural programmes.

There are special offices of CWDC, NSS, Student Union Room and Physical Education.

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

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

5

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****17.79844**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Library: The Institute features a library with more than 11000 books and an abundance of online research journals accessible through INFLIBNET. There is a separate reading room for staff members and pupils to be seated with capacity of 60 people. The annual subscription of INFLIBNET N-List has been done every year. The library is managed digitally with SOUL software. Reprography service is provided at library. The Institute has planned to set up RFID for library users. The computers are available to access online resources for its users.

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

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	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)

0.24720

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	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

40

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

4.3 - IT Infrastructure

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

The Institute has modernized its IT infrastructure, including Wi-Fi, in accordance with regulations to raise the efficiency level of instruction. The Institute's whole campus, including the library, conference room, laboratories, and administrative offices, has high-speed internet access and Wi-Fi capability.

The Institute has 2 photocopiers, 7 scanners/printers, 5 printers, and 28 laptops/computers with licensed software. Every department has a desktop computer, a printer, a scanner, and wireless internet access. A 200 mbps lease line connects each department to computer-assisted instructional materials. CCTV cameras and LCD projectors are standard in every classroom. Students can access notices, previous exam papers, the syllabus, the admissions procedure, and any other pertinent information on the Institute's website. Additionally, staff meetings, workshops, seminars, and faculty development programs are all made possible by this kind of digital ecosystem. As a result, the campus offers staff and students seamless access to the internet and e-resources.

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

4.3.2 - Number of Computers

35

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

40.00824

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The procedures and policies adopted by the Institution for maintaining and utilizing physical, academic and support facilities include: renovation of outdated buildings with technological advancement and up-gradation, improved the standard of institutional life, and offered a comfortable areas for maximum teaching learning productivity. The Institute has received funds from the UGC and government to fulfil the curricular requirements like laboratories, library, sports facilities, classrooms, special dedicated rooms like the enabling unit, equipments like projection facilities in the classrooms, recorders, cameras specifically useful to the faculty and the students. The Institute has tried to enabled the campus with IT facilities. The Institute assesses the equipments and infrastructure on a regular basis. The Institute has already hired the dealer of Zulfikar Computers for the maintenance of its computer systems and network. Computers are regularly updated with Antivirus software to protect them from malicious programs. The laboratory equipment is maintained and restored by the Lab Assistant regularly. The Institute has peons who receive and redress complaints regarding electricity, water supply and appoint handyman to resolve routine problems. The Institute ensures that the Library purchases books and journals. All books and journals are routed through the Library Head before the purchase orders are finalized. Library is equipped with the CCTV cameras system for overall monitoring and surveillance.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

368

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
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

00

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	B. 3 of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 441 523 506">File Description</th> <th data-bbox="523 441 1396 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 523 613">Link to Institutional website</td> <td data-bbox="523 506 1396 613" style="text-align: center;">Nil</td> </tr> <tr> <td data-bbox="86 613 523 678">Any additional information</td> <td data-bbox="523 613 1396 678" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 678 523 824">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="523 678 1396 824" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Link to Institutional website	Nil	Any additional information	No File Uploaded	Details of capability building and skills enhancement initiatives (Data Template)	View File	
File Description	Documents								
Link to Institutional website	Nil								
Any additional information	No File Uploaded								
Details of capability building and skills enhancement initiatives (Data Template)	View File								
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
00									
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
00									
<table border="1"> <thead> <tr> <th data-bbox="86 1207 523 1272">File Description</th> <th data-bbox="523 1207 1396 1272">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1272 523 1337">Any additional information</td> <td data-bbox="523 1272 1396 1337" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1337 523 1559">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="523 1337 1396 1559" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File			
File Description	Documents								
Any additional information	No File Uploaded								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File								
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above								

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
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

31

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

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
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.

11

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

A Student Council is a representative structure through which the elected students of the Institute get an opportunity to take

part in the affairs of the Institute, working in partnership with the principal, staff and students for the benefit and betterment of the Institute. As per the norms of the Shri Govind Guru University (SGGU), the students who score first and second of the class (one Class Representative (CR) and one Lady Representative (LR) per division) are elected. Out of these representatives, one general secretary (G.S.) is elected by a secret ballot. Soon after the election, the Student Council of the year is constituted. As per the norms, one of the faculty is appointed as Chairman and other as a Vice-Chairman. One of the elected CR/LR is appointed as the Secretary and two elected CR/LR appointed as members. Students are given freedom to choose the committee as per their skill and interest. Each committee works whole-heartedly to carry out various activities all over the year.

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

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

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

16

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

The alumni association is yet to registered.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) C. 3 Lakhs - 4Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Institute has realized that besides the regular curriculum and prescribed syllabi, it is necessary to develop an environment of scientific temper among students as well as to provide them all possible opportunities to be part of the latest developments which take place in the outside world. In this context, the Institute regularly invites the eminent speakers from various fields of scientific expertise to interact with the students. The students of life sciences visit different sanctuaries, eco tourism sites, botanical garden etc. to get first-hand experience of life in its natural habitat. The Institute has adopted a decentralized approach for smooth and efficient functioning of various departments. All HODs are empowered to take the necessary decisions with an unconditional backing of the HOI. The departments running PG courses have an additional income in form of the higher fee which is utilized by the department.

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

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

In order to manage and ensure the smooth functioning of its constituent institutes, the management of Dahod Anaj Mahajan Sarvajanic Education Society (DAMSES). But in our case, we are fortunate that the DAMSES aids in the smooth fund flow and glitch free availability of funds as and when necessary. The DAMSES is acts as a buffer and is often looked upon as an intermediary to resolve any issues faced by the staff members. The promotions of the temporary staff members are routed through the DAMSES. In the beginning of the term, the HODs are informed to prepare a list of the requirements for their respective departments that includes books, equipment, instruments and any other infrastructural/ academic facility to be augmented in the department. The HODs consult the teaching and the non-teaching staff members of the department whence, after deliberation, on receiving feedback from them finalizes the proposal which can be put forward in the DAMSES. This financial decentralization by way of participative management is indeed one of the outstanding features of our college and a classic example of healthy management and institute relationship.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For the effective implementation of the perspective plan the steps taken are: The faculty members have participated as Chairman of BOS or members of the various committees of the SGGU. The institute has adopted the CBCS curriculum for academic flexibility.

Research facilities were augmented by purchasing equipment from the research grants. Students were trained in soft skills through the finishing school programme. The institute was shortlisted for the PM - USHAG rant of five cores.

The detail project report (DPR) was prepared and submitted on PM - USHA portal for final approval. The application for login ID and password of GEM portal was submitted to GEM office online.

Institute participated to Gujarat State Institutional Rating Framework (GSIRF) - 2023-24.

Institute also participated to NAAC cycle - 3. The SSR was submitted to NAAC.

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

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

The organogram of the Institutions organogram represents its hierarchical structure and reporting relationships. It depicts the various departments, divisions, and positions within the institution, along with the authority and communication channels. Organogram of our institution has been uploaded on the website which is as follows :

Governing body : The Institute is managed by the Dahod Anaj Mahajan Sarvajanic Education Society, Dahod Local Administrative Committee :

- Trustee : The highest authority from the management who is incharge of overall governance and policy formation.
- President : one who reports to the trustee and holds the top position for day-to-day operations.
- Secretary : one who oversees the Institution's operations and is incharge of carrying out the policies.

Principal: The head of the Institution who serves as the chief academic and administrative incharge of daily operations. Heads of the Department (HODs) : All department heads oversee specific departments, such as Chemistry, Botany, Maths, Physics, Zoology, and Microbiology.

Academic Staff : The teaching staffs conduct research and teach classes. **Lab Assistant :** The one who looks after the particular department labs. **Administrative Staff :** • The administrative staffs provide clerical and administrative supports. • The accountant looks after the financial management, accounting, and budgeting. • The junior clerks manages the new student admissions procedure. **Other amenities :** • Librarian manages informative resources and the library. • Sports Director manages the Department of Sports **IQAC Coordinator :** The one who looks after the overall functioning of the Institution with advises and suggestions.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

E. None of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
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 Institute has taken various effective measures for the professional development and welfare of the teaching and nonteaching staff.

- There is provision for provident fund as per the government norms Gratuity is also admissible as per the government norms The faculties can avail themselves of financial support for attending conferences / seminars /workshops.
- There is a Registered Co-Operative Credit Society of the Campus, managed by the employees of the various institutes of DAMSES, which provides services like deposit and loan to its shareholders.
- Female staff members can avail themselves of maternity leave as per government rules. Male staff members can also avail themselves of paternity leave as per the government rules.
- On Duty Leave (ODL) is provided to the staff members for attending examination work, evaluation work, BoS meeting, workshop, seminar, conference, orientation course, refresher course, faculty development program etc.
- Increments in salary are regularly released
- Teaching and Non teaching staff members recruited by management were benefited of EPF scheme.
- The peons / hamaals are provided with uniforms (2 pairs) every year.

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

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

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

0

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

06

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

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

For both teaching and non-teaching staff, there is no established procedure for performance reviews. However, the IQAC oversees the teaching, learning, evaluation, curriculum, extension, professional growth, and research contributions of faculty members under the Career Advancement Scheme (CAS). The PerformanceBased Appraisal System (PBAS) is used to evaluate and appraise them in accordance with the UGC and affiliated university criteria.

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

6.4 - Financial Management and Resource Mobilization

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

On a regular basis, the Institute uses its own system to carry out internal and statutory financial audits. Both the audits follow tight protocols for maintaining transparency. The Local Administrative Committee drafts the Institute's annual budget in cooperation with the Principal shortly before the fiscal year ends. Next, the Dahod Anaj Mahajan Sarvajanic Education Society receives the approved budget for final approval. To the greatest extent possible, the Institute executes financial transactions

and complies with budgetary requirements. The Institute maintains a complete accounting of all of its revenues and outlays. The management monitors the funds by two types of audits : internal audits and statutory audits. The internal auditor audits the income and expenditure. The statutory auditor is responsible for the final statement of expenditure and utilization certificates. The internal audit takes place twice in a year and the final audit is completed at the end of the financial year. A recognized chartered accountant firm is appointed for the audits. Its audited statement is reviewed by the management and sent back to the Institute with remarks, if any. The last audit was done in May 2023. There were no audit objections.

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

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

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

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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

Aided by the vision plan of Dahod Anaj Mahajan Sarvajanic Society (DAMSES), the accrued financial resources are judiciously budgeted and utilized for the all-round development and quality enhancement of the Institute Means for the fund mobilization: Student fee DAMSES, Trust Fund The Institute

constantly encourages its faculty members to apply for research grants offered by various funding agencies. The Institute has received funds from the state government, viz., KCG. Optimal Utilization of Funds: The Principal presents the budget for the Institute and secures approval from the management. The funds generated through fees, collected from students are used for cultural and other academic activities. 1. Recurring Expenses Academic activities, and Institution maintenance Research activities Maintenance of playground

Computer software such as MS Windows, antivirus, payroll, Maintenance of air-conditioners, water cooler etc. Maintenance of computers and peripherals such as printer maintenance, keyboards, mouse, LCD projectors etc

2. Non-Recurring Expenses For the non-recurring expenses, the management allocates funds. The funds are allocated for the following purposes; Infrastructural development facilities and construction works Computers, lab and gymnasium equipment Up-gradation of the infrastructural facilities in tune with the modern trends

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

6.5 - Internal Quality Assurance System

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

The Institute is known for its quality consciousness and has long supported academic excellence. The way the Institute operates has changed significantly as a result of the IQAC's efforts. It has played a significant role in raising the standard of education by fostering a supportive and student-centered atmosphere with highly motivated faculty members operating cooperatively.

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

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

IQAC tries to transform the Institute into a dynamic environment by raising the standard of teaching and learning techniques on a regular basis and recommends to improve the learning process. Regular staffs meetings are held for suggestions on extension activities conducted to reassess and improve students' academic progress. The actions taken by IQAC and their results are given below as examples.

- **Internal exams are centered around COs and POs. More efforts are taken to increase the number of students receiving gold medal at University level. The problem based learning, development of analytical ability is encouraged. Field trips, industrial visits, invited talks are organized regularly. Due to the establishment of an appropriate environment within the institution, our students' performance has significantly improved and developed keen interest in scientific topics.**
- **Encourages ICT in the teaching-learning process. Each labs are ICT enabled and well equipped with tools, used regularly to enrich students' learning experience. PPTs and videos are shown for better understanding of each topics. With the help of ICT, the teaching-learning process has been upgraded with an enthusiasm for learning. Moreover, these resources have proven to be helpful for both teachers and students.**

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

<p>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)</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	https://navjivansciencecollege.com/wp-content/uploads/2024/05/MINUTESOFMEETING_202324.pdf
Upload e-copies of the accreditations and certifications	<p style="text-align: center;">No File Uploaded</p>
Upload any additional information	<p style="text-align: center;">No File Uploaded</p>
Upload details of Quality assurance initiatives of the institution (Data Template)	<p style="text-align: center;">View File</p>

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

The institute has facilities specifically designed for women since it supports gender equality. Despite the fact that the COVID situation limited activity, we had the facilities listed below;

1. **Women Development Cell:** It is managed by senior female college faculty members. It handles complaints, policy-making for females, facilities, and programs that promote improvement.
2. **Girls Hostel:** Girls hostel provide relatively cheap lodging for girls from outlying areas. Adequate security and accommodations featuring a bed, desk, chair, and cabinet are features of the hostel. Additional amenities include a common kitchen and living space. Campus wardens are in charge of

creating and maintaining the rules and regulations for residential hostels.

3. Fee reduction for female students

4. College common room amenities

5. The Women Development Cell offers skill development programs for girls

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

We have solid waste management. we collect and separate biodegradable materials and dump in a pit which contains microbial culture, which convert these waste in to compost. This compost will used for garding as a bio fertilizer.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

<p>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</p>	<p>B. Any 3 of the above</p>
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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	View File
Any other relevant information	No File Uploaded

<p>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</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution has worked hard to establish a welcoming and amicable atmosphere for all its staff, professors, and students. One of the most important goals is to promote tolerance and peace among cultural, regional, linguistic, communal, social, and other diversities. This involves putting in place rules and guidelines that promote tolerance, empathy, and respect between people with different origins, ideologies, and customs. As an example, the institution has formed a multicultural and diversified committee that plans training sessions, lectures, and workshops to teach staff and students the value of respecting cultural differences and being culturally sensitive. It has also given marginalised populations a safe place to talk about their issues and experiences, giving them a voice and a chance to fight for their rights. Additionally, it has developed links with regional organisations that promote multiculturalism and inclusivity, allowing students to participate in community service initiatives that promote harmony and social integration. The institution is dedicated in developing an atmosphere where everyone is treated with respect, feels appreciated, and is included, that is why it is making these efforts.

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

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

Nil

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

<p>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</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

<p>1. International Yoga Day</p> <p>2. National Independence Day</p> <p>3. National Republic Day</p> <p>4. International Women's Day</p>
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File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice :1

Good Practices of Bio-fertilizers Title: "To make Bio-fertilizer from soil microorganisms"

Process Objectives:

1. Isolation of microorganism from soil sample already buried with dry leaves of plants from college campus garden
2. Checked activity of isolated microorganism by using specific substrate agar plates
3. Bio fertilizer were used with soil directly and also used with coal and applied for plant growth

Best Practice : 2

Good Practices of Water analysis Title: "To check the water quality by quantitative and qualitative analysis of Dahod district"

Objectives:

The objective of microbial and chemical analysis of water is crucial for assessing its quality and safety. Here are the objectives for each type of analysis:

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The Navjivan Science College was established in 1973 and conducted by Dahod Anaj Mahajan Sarvajanic Education Society, Dahod. The institute is only grant-in-aid college of the Dahod district. The sport department of the institute has unique athletic activity named Mallakhamba. The Navjivan Science college is the only science institute of Gujarat, which runs this Mallakhamba activity. The institute has Mallakhamba and Rope Mallakhamba facility at sports departments. The institute has also introduced hanging Mallakhamba at the institute. The institute host various inter college and university level Mallakhamba and Rope Mallakhamba at college campus. Moreover the institute have active MoU with Gujarat State Mallakhamba Association to arrange various state level and national level competitions.

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

7.3.2 - Plan of action for the next academic year

1. Computer Lab
2. Alternate source of energy
3. Well equipped Research Lab
4. Participated in NIRF
5. Enhance various Sports Facilities

