



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		M.N.COLLEGE, VISNAGAR
Name of the head of the Institution		Dr. R. D. Modh
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02765-231415
Mobile no.		9898397377
Registered Email		prinmnc@gmail.com
Alternate Email		rdmodh1@gmail.com
Address		Near bus station, Visnagar
City/Town		Visnagar
State/UT		Gujarat
Pincode		384315
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Y.M. PATEL
Phone no/Alternate Phone no.	02765231415
Mobile no.	9427046161
Registered Email	zeelympatel@gmail.com
Alternate Email	rubypatel2588@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://drive.google.com/file/d/1ubbk2iktBI4FeigOmiTQ8BZNDf6Kccvk/view">https://drive.google.com/file/d/1ubbk2iktBI4FeigOmiTQ8BZNDf6Kccvk/view</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://drive.google.com/file/d/1Ay24SH1iotS9SpiPji94bZnpJOXSJYrY/view">https://drive.google.com/file/d/1Ay24SH1iotS9SpiPji94bZnpJOXSJYrY/view</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B++	2.97	2019	15-Jul-2019	14-Jul-2024

### 6. Date of Establishment of IQAC

20-Jun-2010

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Educational tours	02-Dec-2019 7	152
Finishing School	22-Jul-2019	148

	30	
Seminar on entrepreneurship	06-Jan-2020 1	140
career counselling	30-Aug-2019 2	266
Programmes under International Year of the Periodic Table of Chemical Elements	05-Sep-2019 1	120
Youth Cooperative Training Programme	05-Aug-2019 6	43
Placement Fair	20-Feb-2020 1	141
KALRAV-2020	07-Mar-2020 1	1800
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Finishing School	State Government	2019 365	1309160
Institution	Placement	State Government	2019 365	64824
Institution	Saptadhara	State Government	2019 365	34000
Institution	Book Grant	State Government	2019 365	150000
Institution	Cleaning and Maintenance	State Government	2019 365	557987
Institution	Security	State Government	2019 365	1003086
Institution	UDISHA	State Government	2019 365	50000
Institution	RUSA	UGC	2019 365	2289253
Institution	KCG Equipments	State Government	2020 365	1032257
Institution	KCG ICT & Furniture	State Government	2019 365	2252372
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	6
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

1. Establishment of Center of Babasaheb Ambedkar Open University 2. Kitchen Garden and Pollinators Habitat 3. Ecounseling campaign for students during the Corona pandemic through Zoom application 4. Skill development programs through Finishing School and vocational program 5. Seminar and Poster presentation on feminine issues in the present time

[View File](#)

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

Plan of Action	Achivements/Outcomes
To organize seminar on Upliftment and equality of different sections of society	Organized seminar on Upliftment and equality of different sections of society
To organize Placement Fair	Organized Placement Fair
To organize cultural Programme	Organized cultural Programme " KALRAV-2020 "
To start Center of Ambedakar Open University	Center of Ambedakar Open University established
undefined	undefined
To plan Youth Cooperative Training Programme	Youth Cooperative Training Programme was organized.
To organize NSS camp	Organized NSS camp
To organize education tour for various department	Organized education tour for various department
To start Finishing School for skill development	Started Finishing School

[View File](#)

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="118 226 796 275" style="width: 50%;">Name of Statutory Body</th> <th data-bbox="796 226 1476 275" style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="118 275 796 324" style="text-align: center;">IQAC</td> <td data-bbox="796 275 1476 324" style="text-align: center;">20-May-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	IQAC	20-May-2020
Name of Statutory Body	Meeting Date				
IQAC	20-May-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	27-Jun-2019				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	09-Jan-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The institution efficiently operates through Management Information System. The institution has well maintained website which is updated regularly. All the necessary details programme details, elearning material, admission, activities, faculty details, etc. are kept up to date so that all the stakeholders can stay well informed. For the personnel management, the institution has COGENT portal developed by the Government through which the tasks of managing of Faculty Profile, HRMS (Digital Service Book), workload, Student Profile, Form and fee validation, online messaging, etc. are carried out quite smoothly. The institution owns licensed software for financial management. Salary calculation, income tax calculation, salary slip, fee receipt, FCR, etc. are generated digitally. The institution owns SOUL 2.0 for library automation where various tasks like maintaining library accounts of faculties and students, issuing books, maintaining catalogues, etc. are performed. Faculty and student attendance is maintained through Andriod application MAS (Mobile Attendance System) Information,</p>				

circulars and notices to faculties and students are delivered through website, email and electronic announcement system (bulk SMS). Display of Notices, holding staff, students, parents, alumni meetings, notifications regarding examination, fee payment, etc. are delivered electronically. Goods are procured through GeM and online method of payment is opted for payment to agencies and service providers. The institution uses PFMS (Public Financial Management System) for payment for the procurement of goods and services obtained from the grants received under RUSA or any other schemes.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

M.N. College, Visnagar is an institution fully run by Government and affiliated to Hemchandracharya North Gujarat University (HNGU), Patan. The institution offers Thirteen Undergraduate and five Postgraduate programs in Arts and Science faculties in all. Being an affiliated institution, the curriculum specified by Hemchandracharya North Gujarat University, Patan has to be followed. At the beginning of each semester, the Principal conducts a meeting with the staff members of various departments to ponder upon action plans for effective implementation and documentation of the curriculum. In accordance with university academic calendar of Hemchandracharya University, Patan, the institution prepares its own academic calendar and accordingly HODs prepare academic calendar for their department. Departments prepare time table and planning of teaching activities. Every year, demands for instruments for conduction of practicals in laboratories and instruments required for ICT are taken into consideration and according to sanctioned grant allotted to the institution, instruments are procured and provided to laboratories for effective curriculum delivery. Based on the analysis of results, the Principal and HODs accordingly frame strategies for the slow learners. In the departmental meetings, the HODs in consultation with the teachers distribute the syllabus contents to be taught and ask them to prepare a semester-wise teaching plan. Macro-level planning is adopted by the institution for imparting the teaching of curriculum effectively i.e. displaying time-table on the institution notice board and website, direct teaching-learning through a planning diary. For imparting curriculum effectively teachers are given training by Knowledge Consortium of Gujarat, Ahmedabad, workshop organized by HNGU, Patan, and UGC Human Resource Development Center. Teachers are allowed to attend workshops, seminars, and conferences for quality enhancement. The majority of the teachers are carrying out classroom teaching and evaluation using ICT. Presentations and lectures notes of faculties are uploaded on the website of the institution. Students are motivated to actively participate in seminars, workshops for inculcating the culture of quality. The students are encouraged to use ICT and e-contents of the subject in the form of BISAG's CD, MOOCs for maximum outputs. Regular academic tours in various fields and

industrial visits are arranged by the respective departments for real-life exposure to the students. For monitoring effective delivery of curriculum and evaluation, a continuous and comprehensive internal examination system is developed by introducing multiple-choice questions (MCQs), presentations, active and effective involvement in the classroom, and departmental activities, assignments, and projects.

### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Bachelors Preparatory Program	NILL	01/07/2019	180	Focus on employability	Nil
Certificate in Computer Concept	NILL	01/07/2019	180	Focus on employability	Computer Skills
Finishing School	NILL	23/07/2019	20	Focus on employability	Life Skills English Functional Skills
Finishing School	NILL	23/07/2019	20	Focus on employability	Life Skills English Functional Skills
Finishing School	NILL	23/12/2019	20	Focus on employability	Life Skills English Functional Skills
NILL	Diploma in Finance Management	01/07/2019	180	Focus on employability	Financial management skill
NILL	Post Graduate Diploma in Computer Application	01/07/2019	730	Focus on employability	Computer Skills

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Botany- Sem. I & II	15/06/2019
MSc	Botany- Sem. III & IV	15/06/2020
MSc	Chemistry - Sem. I & II	15/06/2019
MSc	Chemistry - Sem. III & IV	15/06/2020
MSc	Physics - I & II	15/06/2019

MSc	Physics - III & IV	15/06/2020
MA	Gujarati- I & II	15/06/2019
MA	Gujarati- III & IV	15/06/2020
MA	History - I & II	15/06/2019
MA	History - III & IV	15/06/2020
<a href="#">View File</a>		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Botany	15/06/2019
BSc	Physics	15/06/2019
BSc	Zoology	15/06/2019
BSc	Maths	15/06/2019
BA	Political science	15/06/2019
BA	History	15/06/2019
BA	Economics	15/06/2019
MA	Gujarati	15/06/2019
MA	History	15/06/2019
MSc	Chemistry	15/06/2019
MSc	Physics	15/06/2019
MSc	Botany	15/06/2019
BSc	Chemistry	15/06/2019
BA	Hindi	15/06/2019
BA	Gujarati	15/06/2019
BA	English	15/06/2019
BA	Sanskrit	15/06/2019

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

	Certificate	Diploma Course
Number of Students	151	4

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Indian Constitution	15/06/2019	916
INDIAN GEOGRAPHY	15/06/2019	621
ENVI. SCIENCE	15/06/2019	641
CULT. HERITAGE OF GUJ.	15/06/2019	467
INDIAN HISTORY	15/06/2019	369
PERSONALITY DEV.	15/06/2019	335
Communication Skills	15/06/2019	390



Environmental Studies	15/06/2019	312
Personality Development	15/06/2019	304
Human rights	15/06/2019	302
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	chemistry	50
BSc	maths	5
BSc	zoology	24
MA	gujarati	84
BA	english	149
BA	history	105
MSc	Physics	24
MA	History	27
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p><b>Mechanism for Feedback collection :-</b> For the holistic development of the institution, valuable feedbacks are collected from all stakeholders like students, teachers, employers, alumni, and parents through a well-structured format in online and offline mode through formal and informal mechanism. For the online feedback system, the institution has placed feedback forms on the institutional website so all stakeholders can fill the online form and can give their feedback. The institution has also placed a suggestion box on the premises of the institution. The institution regularly also collects constructive suggestions from students. The feedback is also received informally through the efficient mentor-mentee system. During the process of counseling, the mentors come to know the various queries and issues faced by the students with respect to academic and administrative matters.</p> <p><b>Mechanism for Feedback analysis :-</b> The institution collects suggestions from the suggestion box and from feedback received from stakeholders through the online and offline modes in regular intervals and these valuable suggestions are put on the agenda of IQAC meetings for deciding future action plans and curriculum delivery based on feedback analysis. IQAC conveys the suggestions to various committees so that necessary actions can be taken. IQAC also ensures whether proper implementation has taken place or not. The alumni frequently visit college during that they provide us their valuable suggestion. The institution</p>

maintains a visitor book in which visitors from the various fields share their experience and suggestions. The institution tries to implement the suggestions given by them. The informal feedbacks received through mentor-mentee system are also taken into consideration by IQAC and other institutional committees and suggestions are supplied to concerned faculties.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Botany	80	326	70
BSc	Chemistry	160	1054	148
BSc	Physics	65	98	48
BSc	Mathematics	80	178	66
BSc	Zoology	65	112	62
BA	Gujarati	130	104	104
BA	English	130	259	127
BA	History	130	370	119
BA	Hindi	130	93	93
BA	Economics	125	113	113

[View File](#)

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2559	358	40	0	19

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
40	40	20	29	3	11

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

#### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The student is the key stakeholder of the institution. HODs of respective subjects prepare a student-teacher mentor list at beginning of each semester and circulate it among the students through the institutional notice board. As per the prepared list, each student is assigned a mentor with respect to their needs for academic, administrative, and non-academic matters. Whenever the students face any problem, they consult their mentor

and the mentor resolves their problems. The institution has set up Student Mentoring Committee to monitor the mentoring system of the institution. The teachers are committed to providing quality and need and value-based education to the students coming from the surrounding villages. Students enthusiasm, involvement and willingness to participate make the process of learning student-centric. The Institution practices several student-centric learning methods. Participatory learning activities like the presentations in seminars, assignments and project work by referring to listed bibliography, collection of information from the Internet and online databases are encouraged. Faculties from each department guide the students for quality enhancement. Apart from this formal the mentor- mentee system, Student Representative Group (SRG) has also a key role in mentoring. The group functions as a bridge between teachers and students and perform the role of mentor as well as mentee as per necessity. The group consists of the proactive students who are more familiar with academic and administrative activities taking place at the institution acting as mentee. They further counsel other students regarding admission, choice of subjects, evaluation performing the role of mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2559	40	1:64

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
61	40	21	3	30

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. H.D.CHAUDHARI	Associate Professor	DR. HARIPRASAD SHASTRI GOLD MEDAL , GUJARAT ITIHAS PARISHAD
Nill	Dr. J.M.THAKKAR	Associate Professor	Teacher Innovation Award , ZIIEI
2019	Mr. R .M .BHAVSAR	Associate Professor	Member of Board of Study , HNG University, Patan ( PHYSICS)
Nill	Mr. A. P. SHAH	Associate Professor	Member of Board of Study , HNG University, Patan ( POLITICAL SCIENCE)
Nill	Mr. A. P. SHAH	Associate Professor	Member of Faculty of Arts Council,H.N .G.Uni.,Patan ( Political Science )
Nill	Dr. H.V.JOSHI	Associate Professor	Member of Board of Study , M.K.Bhagvanagar University, Bhagvanagar (ZOOLOGY )

2019	Dr. K.G. Patel	Associate Professor	Editor, Research guru online Journal of Multidisciplinary Subjects
2020	Dr. Ruby G. Patel	Assistant Professor	Coordinator, SSIP

[View File](#)

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	-	1	18/11/2019	21/05/2020
BA	-	2	13/04/2020	03/03/2021
BA	-	3	10/10/2019	04/03/2020
BA	-	4	26/03/2020	23/02/2021
BA	-	5	10/10/2019	13/02/2020
BA	-	6	26/03/2020	23/02/2021
BSc	-	1	18/11/2019	06/06/2020
BSc	-	2	13/04/2020	16/03/2021
BSc	-	3	10/10/2019	16/06/2020
BSc	-	4	26/03/2020	08/02/2021

[View File](#)

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

Following the directives of the University, the institution adopts Continuous Internal Evaluation system in which the activities based assignments like practical works, viva-voce, project and field works, debates, translation, seminars and presentations are given more weightage. Apart from these, students active participation in curricular and extra-curricular activities such as educational tours, extension activities, etc. is also taken into consideration in overall evaluation. Each department chooses from the above-mentioned evaluation methods most suitable to the subject to observe continuous evaluation. Students proactiveness with regard to participation in curricular, co-curricular and extra-curricular, sports and extension activities through various committees like Cultural Committee, NSS, NCC, SRG etc. and contribution to overall development and maintenance of the campus is taken into consideration in the continuous and comprehensive evaluation of the students. The institution adheres to the factor of student attendance in all assessments which serves as an incentive for regularity and academic discipline. To meet the demands of changing times, evaluation methods for students are changed, for example the students are required to present e-poster and preparation of power point presentations of their syllabus contents and activities like quiz is conducted. Viva is conducted for the students to motivate them for extra reading. By conducting mock interviews, the students are equipped for the real experience. Some departments require the students to write dissertation and wallpaper magazine is published to develop their creative ability.

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

The Education Department of Government of Gujarat prepares a general academic calendar which in further is followed by the Universities and prepare its own calendar and provide it to the affiliated colleges. The institution prepares its own academic calendar in accordance with the university academic calendar for its convenience to conduct classroom teaching and hold exams and also to notify the students much in advance for preparing themselves for the internal exams. Being an affiliated institution, it has strictly to follow the university calendar particularly with respect to admission, enrollment, university examinations, results and in deciding opening and closing days of the institution and vacation periods. The institution conforms to the aggregate dates given by the university for internal evaluation and makes its own strategies for internal examinations. The Examination Committee undertakes necessary actions to convey the estimated dates of internal and university examinations to the faculties and the students so that the students can have ample time for preparation. With respects to the other related matters like curricular, co-curricular, extra-curricular and extension activities such as celebration of various days, conduction of seminars, workshops, training, planning field projects, etc., the institution independently makes the planning for successful execution in the institutional academic calendar.

**2.6 – Student Performance and Learning Outcomes**

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

<https://drive.google.com/file/d/1s6Dcap003e6iUPMV0bpcf21Ahq7-OOZ8/view>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BSc	Chemistry	166	163	98.19
NA	BSc	Physics	40	40	100
NA	BSc	Botany	43	42	97.67
NA	BSc	Zoology	28	28	100
NA	BSc	Mathematics	46	44	95.65
NA	BA	Hindi	30	28	93
NA	BA	Gujarati	67	61	91.04
NA	BA	English	79	70	89
NA	BA	Sanskrit	33	27	82
NA	BA	Political Science	42	36	85.71

[View File](#)

**2.7 – Student Satisfaction Survey**

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

<https://drive.google.com/drive/folders/1CcecMgd4mUGWBZ9alpTaZd867njn1BS5>

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	365	State Government	2.3	2.07
<a href="#">View File</a>				

#### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights(IPR)	Chemistry	27/07/2019
An introduction to NPTEL	Chemistry	22/07/2019
Finance Awareness	Economics	09/01/2020
Importance of NAAC accreditation for Institutes	Physics	27/02/2020
Key Goals of SSIP	Botany	05/03/2020
Expert Lecture on Career and Entrepreneurship in Collaboration with Samarth Diamond	UDISHA	06/01/2020
Seminar on Upliftment and equality of different sections of society	RUSA	04/02/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
<a href="#">View File</a>					

#### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	1	0

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

Name of the Department	Number of PhD's Awarded
English	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Gujarati	2	0
National	English	1	0
International	Physics	1	1.24

[View File](#)

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

Department	Number of Publication
Political Science	1
English	2
Hindi	2
Chemistry	1
Botany	6

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Study on Charge Transfer Mechanism in Mechanically Milled Co3O4 by UV-Vis Spectral Analysis	P.Y. Raval, N.P.Joshi, A.R.Makadiya, P.U.Sharma, K.B.Modi,	Science Direct Material proceedings	2019	0	M.N.COLLEGE, VISNAGAR	0

[View File](#)

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	0

[View File](#)

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	21	3	1
Presented papers	6	17	3	0
Resource persons	0	0	2	0
<a href="#">View File</a>				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Know Curfew Door to Door Campaign	M.N. College-Visnagar 7 Gujarat BN. N.C.C. Mahesana Gov. of Gujarat	1	15
Map reading and weapon training program	M.N. College-Visnagar 7 Gujarat BN. N.C.C. Mahesana Gov. of Gujarat	1	80
Republic Day celebration	M.N. College-Visnagar 7 Gujarat BN. N.C.C. Mahesana Gov. of Gujarat	2	97
Blood donation camp	M.N.College-Visnagar Red Cross Society - Visnagar	2	19
Plastic free India and clean India	M.N. College-Visnagar 7 Gujarat BN. N.C.C. Mahesana Gov. of Gujarat	2	70
Kargil Victory Day celebrations	M.N. College-Visnagar 7 Gujarat BN. N.C.C. Mahesana Gov. of Gujarat	2	52
NCC Orientation program	M.N. College-Visnagar 7 Gujarat BN. N.C.C. Mahesana Gov. of Gujarat	5	300
Lecture and Quiz Program: The Importance of Yoga in Life	M.N. College-Visnagar 7 Gujarat BN. N.C.C. Mahesana Gov. of Gujarat	1	45
International Yoga Day Celebration	M.N.College-Visnagar Visnagar taluka Seva Sadan Visnagar	5	55
Swachhata abhiyan	M.N. College-	1	75



Visnagar 7 Gujarat  
BN. N.C.C. Mahesana  
Gov. of Gujarat

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

[View File](#)

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Thalassemia test	M. N. College, Visnagar and Red cross society	Thalassemia test	2	251
Swachh Bharat abhiyan	M.N.College, Visnagar-NSS	Garbage Collection Transfer of Garbage	2	16
FIT INDIA PLOGGING RUN	M.N.College Visnagar-NSS UNIT	FIT INDIA PLOGGING RUN	2	16
Know Curfew Door to Door Campaign	M.N. College- Visnagar 7 Gujarat BN. N.C.C. Mahesana Gov. of Gujarat	Know Curfew Door to Door Campaign	1	15
Plastic free India and clean India	M.N. College- Visnagar 7 Gujarat BN. N.C.C. Mahesana Gov. of Gujarat	Plastic free India and clean India	2	70
Swachh Bharat abhiyan	M.N. College- Visnagar 7 Gujarat BN. N.C.C. Mahesana Gov. of Gujarat	Swachhata abhiyan	1	75
Corona Warriors	M.N. College- Visnagar Police Department	Corona Warriors	2	25

[View File](#)

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
--------------------	-------------	-----------------------------	----------

Student exchange	121	M.N. College, Visnagar.	1
Faculty exchnage	5	M.N. College, Visnagar.	1
Student exchange (poster paper presentation)	13	M.N. College, Visnagar.	1
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
MOU	MOU	Sheth M.N. Science College, Patan	10/12/2019	10/12/2020	13
MOU	MOU	MOTI LAMINATES	30/08/2019	30/08/2020	32
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
SHETH M.N. SCIENCE COLLEGE, PATAN	10/12/2019	Academic Scientific Cooperation	13
MOTI LAMINATES	30/08/2019	Practical Training	32
Shri U.P.Arts, Smt.M.G.Panchal Science Shree V.L.Shah Commerce College, Pilvai	01/07/2019	Academic Scientific Cooperation	0
Samarth Diamond	17/02/2020	Skill Development, outcome based trainings, placement, R D Services and related services	300
THE HNSB LTD. SCIENCE COLLEGE, HIMMATNAGAR	01/04/2019	Academic Scientific Cooperation	55
<a href="#">View File</a>			

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES****4.1 – Physical Facilities**

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
103.21	95.74

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar Halls	Existing
Others	Newly Added
<a href="#">View File</a>	

**4.2 – Library as a Learning Resource**

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	53338	5355718	324	167214	53662	5522932
e-Books	3135809	5900	0	0	3135809	5900
Journals	10	6405	35	19280	45	25685
e-Journals	6250	5900	0	0	6250	5900
CD & Video	62	6015	0	0	62	6015
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr Suresh Thakur	Metal carbonyls	You tube	15/06/2019
Dr. Jignesh M. Thakkar	Gujarati	You tube	15/06/2019
Dr. Yogesh.M.Patel	Chemistry practical	You tube	15/06/2019
Prof. Jatin S. Patel	Numerical Analysis	You tube	15/06/2019

Prof. Aryan Patel	Mathematics	You tube	15/06/2019
<a href="#">View File</a>			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	183	4	183	183	1	10	52	40	0
Added	2	0	0	0	0	2	0	0	0
<b>Total</b>	<b>185</b>	<b>4</b>	<b>183</b>	<b>183</b>	<b>1</b>	<b>12</b>	<b>52</b>	<b>40</b>	<b>0</b>

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

40 MBPS/ GBPS
---------------

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
video facility for e-content of prescribed syllabus of university	<a href="https://www.youtube.com/channel/UCs5avKoomphI-eOoolVwEw/playlists">https://www.youtube.com/channel/UCs5avKoomphI-eOoolVwEw/playlists</a>
E-books and E-Journals	<a href="https://inlibnet.ac.in/">https://inlibnet.ac.in/</a>
E-books and E-Journals	<a href="https://ndl.iitkgp.ac.in/">https://ndl.iitkgp.ac.in/</a>
videos on chemistry subject Dr. Sureshkumar	<a href="https://www.youtube.com/playlist?list=PLM9NnY5Rsk8CjYaLhpUDECL12sTtamyek">https://www.youtube.com/playlist?list=PLM9NnY5Rsk8CjYaLhpUDECL12sTtamyek</a>
videos on mathematics Dr. Aryan Patel	<a href="https://youtube.com/channel/UCs5avKoomphI-eOoolVwEw">https://youtube.com/channel/UCs5avKoomphI-eOoolVwEw</a>
videos on GSET chemistry subject Dr. Sureshkumar	<a href="https://www.youtube.com/playlist?list=PLM9NnY5Rsk8Bjx8fKLtliu3xqU0fJDMbA">https://www.youtube.com/playlist?list=PLM9NnY5Rsk8Bjx8fKLtliu3xqU0fJDMbA</a>
videos on GATE Chemistry subject Dr. Sureshkumar	<a href="https://www.youtube.com/playlist?list=PLM9NnY5Rsk8BE9d-YxhesDQsCoXFZvsZL">https://www.youtube.com/playlist?list=PLM9NnY5Rsk8BE9d-YxhesDQsCoXFZvsZL</a>
videos on GATE Chemistry subject Dr. Sureshkumar	<a href="https://youtube.com/channel/UCWQOyMb4nrDPr-OFyIrrJTO">https://youtube.com/channel/UCWQOyMb4nrDPr-OFyIrrJTO</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
61.91	54.97	44.28	43.75

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

institutional Website, provide link)

The institution has made adequate arrangements for the maintenance of the institutional infrastructure. The Institution Development Committee ensures that enough UGC grants and funds available for the same are allocated and then utilized for maintenance. It functions in the following manner. The Committee first collects the suggestions regarding infrastructure maintenance through different sources. The Institution Development Committee analyzes them. After analysis, the institution informs RB for repairing work. For the development of new infrastructure projects, the institution sends a proposal to various funding agencies like Commissionerate of Higher Education, Gujarat, Rashtriya Uchcharat Shiksha Abhiyan (RUSA), Knowledge Consortium of Gujarat (KCG, Ahmedabad) and University Grant Commission, Delhi. Further financial expenses like electricity bill, telephone bill, municipality taxes and other academic expenses are incurred by the institution from the funds allocated by the Government of Gujarat. Campus security and cleanliness and maintenance of the campus, the classrooms and the laboratories is maintained with the efforts of the class-4 staff and in major cases, the institution goes for the maintenance to outsourcing agencies through the funds received from KCG. An annual contract has been given for the maintenance of computers. ICT-enabled Smart Class Rooms and the related systems are maintained by an outsourcing agency. Since the institution is fully Government, for any infrastructural maintenance, the institution has to inform RB Department of Government of Gujarat to whom Government of Gujarat provides the fund for infrastructural maintenance. The academic supporting facilities like library, laboratory, museum, botanical garden, gymnasium, institutional sports facilities, community hall are open not only to the students of the institution but also to all the sister concerned government colleges in the surrounding and gymnasium, playground, community hall are used by all the stakeholders with the prior permission of the authority. A provision of the budget for library maintenance is made by the institutional committee. The activities like fumigation cleaning are done frequently.

<http://www.mnc.edu.in/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Social Welfare and Sports	373	359241
Financial Support from Other Sources			
a) National	Scholarship for SC, ST, OBC and EBC	2165	6136490
b) International	0	0	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal counselling and Mentoring	12/07/2019	3334	All faculties of College

Yoga and Meditation	21/06/2019	2334	Physical Training Instructor, M.N. College, Visnagar
Soft skill development	23/07/2019	148	Finishing school, Knowledge Consortium of Gujarat
Soft skill development	22/07/2019	43	English Department
Soft skill development	23/07/2019	59	Finishing school, Knowledge Consortium of Gujarat
Remedial coaching	Nil	120	All faculties of College
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career counselling	0	823	0	11
2019	Guidance for competitive examinations	60	0	0	6
2019	Career counselling	0	524	0	3
2019	Career Oriented Seminar on Fire Safety	0	147	0	0
2019	Career Oriented Seminar on IPR	0	113	0	0
2019	Career Oriented Seminar on MSDS	0	138	0	0
2019	Career Guidances and Student Start Up	0	140	0	0
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual

harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	0	0	Municipal Arts and Urban science college, Mehsana	141	21
<a href="#">View File</a>					

### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	23	B. Sc.	Botany	HNGU. PATAN	M. Sc.
2020	55	B. Sc.	Chemistry	HNGU. PATAN	M. Sc.
Nil	4	B. A.	History	MAHRSHI DAYANAND SARASWATI B.ED COLLEGE, VISNAGAR	M. A.
2020	6	B. A.	Gujarati	SHREE B.P BRABHAT. H.M. GURU .COM UNJHA	M. A.
2020	5	B. A.	Hindi	S.T.T. COLLEGE, VISNAGAR	M. A.
Nil	3	B. A.	Sanskrit	MAHRSHI DAYANAND SARASWATI B.ED COLLEGE, VISNAGAR	M. A.
2020	22	B. A.	English	HNGU. PATAN	M. A.
2020	17	B. Sc.	Maths	HNGU. PATAN	M. Sc.

2020	21	B. Sc.	Physics	HNGU. PATAN	M. Sc.
2020	27	B. Sc.	Zoology	HNGU. PATAN	M. Sc.
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
NET	1
SLET	1
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
Drama Competition : Mono Acting and Mime Competition	College	17
Drawing Competition, Rangoli Competition and Cartoon Competition	College	9
Lecture on Writing Skill	College	200
Essay Competition	College	20
Career Guidance Program	College	194
General Knowledge Test	College	156
Elocution Competition	College	17
Program on Digital India	College	212
Debate	College	19
HNGU Inter-College Chess Mens Womens Tournament,	University	4
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	Nil	0	0	00	00
2020	Nil	Nil	0	0	00	00
<a href="#">View File</a>						

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

Students are the heart of any institution so the active representation of



students is of prime importance in every event and committee. The representation of students is as follows: 1. Internal Quality Assurance Cell (two class representatives from M.Sc. sem - 3 4 and B.A. Sem-5 6 are members of institution IQAC). 2. A couple of students are also nominated for RUSA and UGC committees. 3. Students are also part of the institutional development committee. 4. As per the mandatory provision of university, affiliated colleges have to establish Student Representative Group (SRG) for the overall development of the institution. They convey their suggestions to respective teams and the institution tries to implement valuable suggestions. The students of the SRG actively work as committee members in all events organized by the institution, they also work actively for worldwide burning issues. 5. Apart from these, the students of the council are actively involved in committees like Anti-raging, Anti-harassment, etc. The Student Council is involved in many activities of the institution, following activities have been done by the council - Kitchen garden programme - Pollinators habitat - ZEN garden developments - Various cultural activities - Environment awareness programme - Tree plantation in the campus and off the campus - Vyashan mukti abhiyan - Gender equity programme - Reforestation campaign and plantation at Taranga hill - Various extension activities through NSS, NCC, Saptadhara like Blood Donation Camp, Thalassemia Test, Ek Bharat Shresth Bharat, Sachchhta Abhiyan, Counselling during Corona Pandemic, Social Awareness Programmes, Educational tours, Skill Development Programmes,

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

71

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

41000

5.4.4 – Meetings/activities organized by Alumni Association :

During the academic year 2019-2020, three meetings of Alumni Association were held on 27/01/2020, 06/02/2020 and 20/03/2020 and 41, 45 and 06 members of the association respectively remained present in the meetings. The committee report was presented before the committee members and was accepted by all the present members in the meeting held on 27/01/2020. In the Alumni meeting held on 06/02/2020, Dr. Sureshbhai V. Chaudhary donated Rs. 5000/- and Dr. R.M. Patel donated Rs. 36000/- for award of gold medal to the students securing first rank at Under graduate and Post graduate level. It was decided to hold the Alumni association meeting on wider scale. During the meetings, the members gave there valuable suggestions and offered for their contribution for the holistic development of the institution.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

There are thirty-three main committees and a club (Staff club), which are headed by the convener under the chairmanship of the Principal. Decentralization and participative management are practiced through committees and club. Management of the institution is decentralized as each committee

formed for specific purpose heads curricular, co-curricular and extension activities. Student support system in the context of administrative work has also been decentralized by the principal and the power is given to the registrar of the institution. Thus, the office serves as a bridge between the students and the university and the college. The Principal permits the HODs and staff members to perform freely in the academic activities and administrative programs such as departmental activities, allotment of workload, various academic committee Programmes, association and club activities, conducting the departmental tests, teaching and learning process and evaluation regularly. It is also a remarkable matter that the alumni is taking interest in the development of the college and they are actively participating in the various programmes of the institution as members of institutional family. The following two practices are the best examples of decentralization and participative management at the institutional level during 2019-2020. 1. IQAC Committee: IQAC committee has an outstanding role in quality maintenance which is the prime concern of the institution. IQAC Committee prepares a plan of action at the beginning of every academic year and directs different committees for the execution of the plan of action. IQAC Committee makes necessary academic and administrative decisions which the various committees act on and contribute to overall quality enhancement. It takes leadership in encouraging the faculties for research activities and strengthening the students support facilities. 2. The College Development Committee and the Purchase Committee take lead for managing purchase, upgradation and maintenance of infrastructural, teaching, library, ICT, laboratory, campus and other facilities. The College Development Committee holds meetings and takes necessary decisions for whatever the requirements are there and the proposal is put before the purchase committee. Purchase Committee holds meetings, studies the government rules for purchasing and starts process for the purchase following the government procedure of inviting tenders, giving work order and payment. Thus, the College Development Committee and the Purchase Committee are directly involved in the matters of decision making.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	The faculties use the ICT tools maximally in teaching. Online teaching was done through Microsoft teams Platform. Subscription of INFLIBNET took the process of teaching and learning to the digital level.
Industry Interaction / Collaboration	Interaction and collaboration with industry are practiced on a regular basis by the institution to facilitate skill development, knowledge enhancement and placement. MoUs are signed with industries and various activities were performed under them.
Curriculum Development	The Curricula for all the programmes are prescribed by Hemchandracharya North Gujarat University. The faculties have strong representation in the BOS of various subjects in the university.

BOS members of the institution discuss the strategies with their respective departments. Suggestions thus received are put in the BOS meetings by the BOS members of the institution. Discussions, and Seminars are arranged by the institution for further contribution to curriculum development and effective curriculum delivery.

Research and Development

The institution motivated staff to pursue research work. Seminars for Students startup and innovation policy are attended to establish SSIP cell. The institution has formed Research Committee to monitor and strengthen the research work. The Ph. D. guides are provided the facilities like INFLIBNET, library, laboratory and other infrastructural and ICT facilities for their research scholars pursuing research work under them. The same facilities are also provided to those faculty members who are pursuing Ph. D. or other research work. The institution grants leaves to the faculty members for paper presentation, field work or other research activity. The higher authority of the institution has launched a scheme called SHODH under which the research scholars receive scholarship to conduct their research work. The faculty members and students of institution are motivated to forward their proposal for the same to higher authority.

Library, ICT and Physical Infrastructure / Instrumentation

More ICT tools and equipment for science laboratories were procured. For new science building, a proposal prepared and sent to the Government. More books were purchased to increase the strength of the library. The library has also been equipped with N-LIST subscription. The institution has set up optical fiber network connectivity with 40 Mbps speech for each department. Smart classrooms have been set up , LCD Projectors, Lab equipment have been procured of approximately 15 lacs. The institution received a grant of Rs. 2 Cr. through RUSA which has been utilized for the strengthening the ICT, Library and Physical Infrastructure.

Admission of Students

The procedure and rules of admission are laid down by the University and the admission committee of the institution follows it. Candidates having State or

	national level recognition or award are given priority in admission to other students with equal merit. The institution declares merit list for the subjects in which the application forms received are more than the available seats.
Examination and Evaluation	Internal exam pattern reforms were introduced as per government and university directives. Continuous evaluation has been introduced in which the evaluation is carried out through seminar, project work, book review, field work, preparing power point presentation, unit test, etc. University exam is conducted as per the university programme.
Human Resource Management	For the effective management of human resources, the various committees have been formed as per the interest, skill and knowledge of the faculties and non-teaching staff. Each committee formed for specific purpose heads curricular, co-curricular and extension activities. The Principal leads the HODs and staff members to perform freely in the academic activities and administrative programs such as departmental activities, allotment of workload, various academic committee Programmes, association and club activities, conducting the departmental tests, teaching and learning process and evaluation regularly.

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

E-governance area	Details
Planning and Development	For the development of new infrastructure projects, the institution sends online proposal to various funding agencies like Commissionerate of Higher Education, Gujarat, Rashtriya Uchcharitar Shiksha Abhiyan (RUSA). For infrastructural development, the institution asks for grants for procurement of lab instruments, furniture, etc. through e-office. For budgetary provisions, the institutional development committee prepares the proposal with consultation of RB Department and the final proposal is sent through government e-office portal. The further procedure for planning and development of sanctioned budgetary provisions is carried out through e-tendering and GeM portal. KCG provides the facilities for cleaning

and maintenance agency and security agency following the online process of tendering.

Administration

The institution has COGENT portal developed by the Government through which the tasks of managing of Faculty Profile, HRMS (Digital Service Book), workload, Student Profile, Form and fee validation, online messaging, etc. are carried out quite smoothly. The institution owns SOUL 2.0 for library automation where various tasks like maintaining library accounts of faculties and students, issuing books, maintaining catalogues, generating Library ID cards, etc. are performed. Correspondence regarding establishment is done with Commissionerate of Higher Education and KCG through E-office.

Finance and Accounts

The institution is using Integrated Financial Management System functioning on GSWAN (Gujarat State Wide Area Network). Post Metric Scholarship (Students Welfare) is online and the agency is Digital Gujarat - DST Science Technology Government of Gujarat. The institution uses Public Financial Management System for e-finance and accounts. The website for it is <http://www.pfms.nic.in>. Fee collection is done through the online COGENT portal. Various grants for co-curricular and extension activities like Saptadhara, placement, RUSA, UDISHA, Finishing School, etc. are received through electronic mode and the same is paid to resource persons and agencies through online mode.

Student Admission and Support

Admission procedure for UG Semester 1 and PG semester 1 students are online and for that software is developed by INFINITY INFOWAY PVT. LTD through the Government. Once the students are enrolled, further process of admission in next semesters is carried out through COGENT Portal. They pay their fees online and e-receipt is generated. The students receive the scholarship through the National Digital Portal. Meritorious students are also given the scholarship through the Commissionerate of Higher Education in electronic mode. Under MYSY and INSPIRE schemes, the scholarship is given to the beneficiary students online. Important announcements with regard admission and students support are displayed on the

	institutional website. Procedures for student support like transfer of students, certificates, request for change in subject and other reports are done through the COGENT Portal.
Examination	Internal exam pattern reforms were introduced as per government directives. With the focus on continuous evaluation of the students, the faculties of the institution give online tests using Google Forms and other online tools. The data of e-evaluation are used for continuous evaluation and internal marking. For the Continuous Evaluation, the students are required to prepare power point presentation and e-posters, etc. and submit the same online. Filling of examination forms, notification of examination, allotment of seat numbers, hall ticket, result are done online through institutional website and university portal.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	NIL	NIL	NIL	0
2019	NIL	NIL	NIL	0
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	An introduction of NPTEL	Nil	22/07/2019	22/07/2019	26	0
2020	Finance Awareness	Nil	09/01/2020	09/01/2020	22	6
2020	Importance of NAAC accreditation for Institutes	Nil	27/02/2020	27/02/2020	25	0

2020	Key goals of SSIP	Nil	03/05/2020	03/05/2020	15	0
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Moocs ,e-content Development Open Educational Resources ( STC )	1	30/09/2019	06/10/2019	7
OP	1	04/06/2020	01/07/2020	28
The Trends Of Modern Gujarati Literature (Online R.C.)	3	01/09/2019	31/12/2019	122
Sports Coaching and sports science (Online FDP)	1	23/06/2020	29/06/2020	7
Health Interventions for fit and Prosperous India (Online FDP)	1	17/08/2020	21/08/2020	5
Advanced course on special theory of Relativity	1	26/01/2020	19/05/2020	114
Refresher Course	1	04/11/2019	17/11/2019	14
Online Refresher Course In Chemistry For Higher Education	3	01/09/2019	31/12/2019	122
Redefining the role of educator in covid-19 outbreak era [FDP]	3	11/05/2020	16/05/2020	6
Short term course on E-	3	14/05/2020	20/05/2020	7

Content Development (UGC HRDC _GUJARAT UNIVERSITY)			
<a href="#">View File</a>			

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
40	40	13	13

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Nil	Nil	2

**6.4 – Financial Management and Resource Mobilization**

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

The institution conducts both internal and external audits regularly. The internal audits are done by the Registrar and the Principal and Chartered Accountant. The external audit is done by Audit Officer of the Commissionerate of Higher Education, Gandhinagar and Auditor General Office- Rajkot as per their schedule. The last audit was conducted by Commissionerate of Higher Education (CHE) - Gandhinagar on 19/12/2017 to 22/12/2017 for the term April 2013 to March 2017. The last audit was conducted by Auditor General (AG) Office, Rajkot from 09/07/2012 to 13/7/2012 for the term 01/04/2009 to 31/03/2012. The last audit was conducted by the Office of Account and Treasury Director, on 19/08/2019 to 30/08/2019 for the term April 2019 to March 2020. The institution also conducts audits for the various grants received through KCG and the Commissionerate of Higher Education- Gandhinagar such as RUSA, UDISHA and Saptadhara. There are no major audit objections since the institution follows a good system of internal controls like inviting quotations, comparison of rates, preparation of purchase order, etc., and approvals at every stage of such implementation and due verification of goods and services that are obtained after delivery or completion of works.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Knowledge consortium of Gujarat (KCG)	5956006.45	RUSA- Infrastructure grants to colleges, RUSA- Equity Initiatives, Finishing School, UDISHA-placement cell, UDISHA-activity, Saptadhara, RUSA- Vocationalization of Higher Education, Cleaning and Maintenance, Security Service,
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

--



**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University, LIC	Yes	IQAC, Different college committees
Administrative	Yes	Account General (AG), Commissionerate of Higher Education (CHE) audit term, Knowledge consortium of Gujarat (KCG) financial and Physical verification audit team, Director of Account and Treasury audit team	Yes	Principal, Registrar

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

Meeting with parents was held to strengthen the participation of parents in academic matters. Different activities such as the Kitchen Garden project, Swachchh Bharat Abhiyan, NSS camp conducted by Student Representative Group (SRG), NSS and NCC were supported and highly appreciated by the members of the Parent-Teacher Association. Suggestions from parents are invited through offline and online modes for quality enhancement. Parents are invited in various functions like felicitation function, orientation programme, etc. Parents are also members of the IQAC committee.

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

- Training programmes are conducted. - Programme for quality improvement was conducted - Training for using ICT in administration effectively was conducted. - Seminar for IPR training was conducted - LIC and Bank officers were invited for the understanding importance of life insurance policy, child education policy, retirement planning. - Legal awareness program for female staff members were organized.

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

The following initiatives were taken Post-Accreditation: 1. Office automation 2. Complete online admission procedure 3. Automation of library 4. Development of Research culture 5. Preparation of proposal of Student Startup Innovation Policy and setting up Tinkering laboratory 6. Placement committee started efforts for collecting industry and vacancy data and planning Placement Fair 7. Laboratory facilities strengthened. 8. ICT and infrastructural facilities strengthened 9. Focus on Social and environmental awareness

### 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Organized cultural Programme KALRAV-2020	07/02/2020	07/03/2020	07/03/2020	1800
2020	Organized Placement Fair	07/02/2020	20/02/2020	20/02/2020	141
2020	E-counselling campain for students in corona tragedy through zoom	14/03/2020	01/04/2020	31/05/2020	167
2019	Finishing School	18/06/2019	22/07/2019	03/08/2019	50
2019	Finishing School	18/06/2019	05/08/2019	16/08/2019	52
2019	Finishing School	18/06/2019	05/09/2019	15/09/2019	46
2020	Education tour for various department	30/12/2019	04/01/2020	31/03/2020	152
2020	Organized NSS camp	30/12/2019	07/01/2020	13/01/2020	53
2019	Various Programme under Saptdhara	08/08/2019	27/08/2019	04/09/2019	1175
2019	Pink Revolution	18/06/2019	20/07/2019	20/07/2019	199

[View File](#)

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants
------------------------	-------------	-----------	------------------------

			Female	Male
Beti-Bachho Beti Padhao	16/08/2019	16/08/2019	200	0
Women issues in current time	07/01/2020	07/01/2020	300	0
Kalarav	07/03/2020	07/03/2020	720	1080
Co-operation training: Lecture on woman health and empowerment	05/08/2020	05/08/2020	45	0
Women self- defense- Karate class	18/11/2019	23/11/2019	8	7

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

Percentage of power requirement of the University met by the renewable energy sources
Total power requirement --117586 KW Power requirement met by renewable energy sources --14624 KW ( By Solar panel)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Ramp/Rails	Yes	5
Braille Software/facilities	Yes	2
Rest Rooms	Yes	2
Scribes for examination	Yes	0
Special skill development for differently abled students	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	20/09/2019	3	Kitchen Garden	Environment	67
2019	1	1	10/09/2019	1	Zen Garden	Mental Health	15
2020	1	1	12/02/2020	1	Bonsai	Green practice	22
2019	1	1	21/06/2019	1	World Yoga Day	Health	72

2019	1	1	20/09/2019	1	Poshan and Kitchen Garden	Ecofriendly Lifestyle	67
2019	1	1	02/10/2019	1	Fit India Plogging	Collection of Plastic through Run	16
2019	1	1	23/10/2019	1	Generating Awareness About Air Pollution Through Crackers	Air Pollution	14
2019	1	1	12/12/2019	1	Plastic free Polo forest	Green practice and protection of environment	50
2020	1	1	18/01/2020	1	Fit India Movement	Health	34
2020	1	1	05/06/2019	10	Reforestation	Environment	15
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Yoga Day	21/06/2019	21/06/2019	72
Thalassemia Test	18/09/2019	18/09/2019	251
Promotion of Kitchen Garden and distribution of seed packets	20/09/2019	20/09/2019	67
Fit India Plogging Run	02/10/2019	02/10/2019	16
Generating awareness about Air pollution through crackers at adopted village thalota	23/10/2019	23/10/2019	14
Constitution Day	26/11/2019	26/11/2019	53
Ek Bharat Shresht Bharat- Lecture on	30/11/2019	30/11/2019	38

individual identity, group discussion and campus cleaning			
Collection of Plastic: Polo forest	12/12/2019	12/12/2019	50
Blood donation camp	21/12/2019	21/12/2019	39
Annual Camp (Thalota)	07/01/2020	13/01/2020	53
<a href="#">View File</a>			

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

1. Bee Hotels are made specially for carpenter bee. 2. Promotion of Bicycle through hoardings. 3. Celebration of Cycle day on every last Saturday of every month. 4. Plantation Activity is conducted during monsoon. 5. For the protection of plants Herbicides are used. 6. Solar panel are used for energy. 7. Plantation of medicinal plants in the campus. 8. Pollinators Habitat 9. Kitchen Garden 10. Compost from garden waste 11. Water Harvesting

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice Pollinators Habitat 1. Objectives of the Practice - To Conserve Pollinators. - To spread awareness among students and society about importance of pollinators. - To conserve and protect our biodiversity. - To maintain ecological balance. - To aware people about the role of pollinators in increasing crop yield. - To study behaviour of pollinators (especially honeybees) and carpenter bees. - To conserve and protect the ecosystem. 2. The Context: Pollinators are animal species that provide pollination services to plants in natural/wild landscapes, cultivated gardens and agricultural settings. They have coevolved with plants and the relationship between plants and pollinators is very intricate as each is relying on the other for survival. Creating habitat is something that everyone can do to help support pollinators in our area. Pollinators visit flowers to collect nectar and pollen which provides nutrition for their offspring. More than 70 of flowering plants in the world rely on pollinators for fruit and seed production. 3. Practice: Since 2018-19 we have started to develop pollinator habitats on the campus. Pollinator-friendly plants were selected and planted. The institution planted native flowering plants and trees that sustain pollinators with nutrient-rich nectar and pollen. Plants were selected in such a way that pollen and nectar are available throughout the year. Our faculty and students had delivered lectures on the importance of pollinators in various schools, colleges and villages in surrounding areas. They met the farmers and explained the importance of Pollinators Habitat. The team prepared bee hotels and planted the trees for encouraging the practice of Pollinators Habitat. Our goal is to convey to farmers, homeowners, government agencies and non-government organizations how they can provide pollinator-friendly habitats that make a difference for pollinator species within our local environments. These important services help many plants complete their lifecycles, as well as ensuring food and shelter for humans and other animals for a long time. 4. Evidence of Success: Various Pollinators from the order Hymenoptera such as Apis dorsata, A. florea, A. tetragonula, A. cerana indica, and from order Lepidoptera - more than 43 species were observed in our pollinator habitat. 5. Problems Encountered and Resources Required Lack of skilled labor. Title of the

Practice Kitchen Garden Project 1. Objectives of the Practice - To reduce air pollution. - To reduce food miles. - To reduce water consumption for the production of fruits and vegetables. - To conserve energy. - To select alternative crops and crop diversity. - To adopt a healthy and eco-friendly lifestyle. - To increase aesthetic value. - To reduce the use of pesticides. 2. The Context With organic food becoming costlier by the day, kitchen gardening is something everyone wants to try their hands at. Not only does one save money but also gets to have fresh, flavoursome veggies/ herbs/ fruits from the garden. Kitchen gardening is not the same as regular gardening. This is because a kitchen garden is usually smaller and aesthetically more pleasing. Besides, the production is meant for fresh consumption and not for sale. People can get organic fruits and vegetables. 3. The Practice Seed sachets of (8-10 species) kharif and rabi crops used in the kitchen were selected and distributed twice a year free of cost. The team of 67 members including staff and students prepared 319 sachets and 315 sachets were distributed among staff members, students and the people of the surrounding area. To avoid the use of plastic, seed sachets were prepared from paper and not plastic to protect the environment and to cultivate eco-friendly practices. The staff and students conducted a lecture on how to grow these seeds and maintain them. 4. Evidence of Success For last five years, we are practicing this program and now we have many regular homes in which kitchen gardens have been developed. 5. Benefits: - We get to eat more homegrown seasonal vegetables and herbs that are free from harmful pesticides. - There's better control over what goes in ones meal when one is growing it on his/her own, making it a healthier option. - Kitchen gardening is a very healthy way to involve the whole family in physical activity. - Kitchen gardening also helps clean up a lot of air. 5. Problems Encountered and Resources Required Lack of knowledge and experience among people to whom seeds were delivered.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

[https://drive.google.com/file/d/1rM8f0w\\_aYN2zxxk4iKP5Yy0Ng-r-VTnTO/view?usp=sharing](https://drive.google.com/file/d/1rM8f0w_aYN2zxxk4iKP5Yy0Ng-r-VTnTO/view?usp=sharing)

### 7.3 – Institutional Distinctiveness

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

Our institution is run by Department of Higher Education, Government of Gujarat. There was no higher education facility nearby area until the establishment of the College. The institute has contributed significantly in extending higher education to the urban population in the locality through Art and Science College. The institution has been working since last seventy three years to mould the human resources to meet contemporary challenges, acts as a platform for the comprehensive education introduced with moral values, scientific temper cognitive fields and social responsibilities. The institution's motto is to strengthen inner potential to attain the global perspectives in various area. The institution flourished about thousands of graduates among them most of alumni is well known personalities in the society and serving their services. Our institution is the one of the prestigious institutes serving and fulfilling the thrust of Higher Education in this region from 1946. In this scenario we are trying our level best by making the campus Wi-Fi through the BSNL (NAMO) and JIO network. Secondly our institution has made some of the classrooms with ICT facilities to connect the students with world of information. We make sure to reach to our students for their academic and social need. Institute has the vision as follow: The purpose of education is not just preparing the students for a livelihood but also to make them good citizens and above all good human beings. The institute is committed to the

National policy of diversity and inclusion of students from all society. College organizes Programmes to create awareness about one's rights and duties, working to uphold the human rights of the vulnerable sections of the society, protecting the environment, instilling patriotism are ways in which we promote, provide inclusive education by making it accessible to all sections of Society. Institute organizes various events for teachers and students to build the human values and ethics to become part of good civilians of country. Institute conducts and addresses social issues and community network to contribute to the general well-being of society. Students are sensitized to various social issues like human rights, gender discrimination, and environmental dilapidation through N.S.S. From time to time guest lectures by experts are organized to inspire moral and ethical values in students. Institute also organizes rally in number of event for social awareness. College provide Gymnasium facilities to public of Visnagar and college allow ground for police homeguards for practice purpose and walkers before and after office time, Community hall also is given free of cost to different agencies for social activities. The College priority to translate vision into activities like :- Providing quality education to the students of rural and educationally weaker sections of the society. Formation of various cells and committees for the academic growth of the students. To create vibrant atmosphere in the College for the all over development of students. The College has supportive administration and ideal infrastructure. The faculty members motivate the students for their academic excellence.

Provide the weblink of the institution

<https://drive.google.com/file/d/1aT0HD7zFPbyY8mHNKRfSq-xnJ9rXh3MS/view>

#### **8.Future Plans of Actions for Next Academic Year**

1. Establishment of IGNOU Centre
2. To prepare proposals for New Science Building and Seminar Hall.
3. To prepare a proposal completion of the Community Hall.
4. To make sports trek for running and prepare ground for different games.
5. To plan celebration of Amrut Mahotsav on occasion of completion of 75 years of the institution.
6. To extend the use of ICT in teaching and evaluation.
7. To use Learning Management System (LMS) for delivering curriculum and evaluation.
8. To develop e-contents.
9. To focus on campus placement.
10. To submit proposal for obtaining the status of Heritage Building.
11. To prepare proposals for introducing new programmes and courses and offer specialization in Psychology