YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Arts College ,Vadali
• Name of the Head of the institution	Dr.Nareshbhai Patel
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9879584892
• Mobile No:	9879584892
• Registered e-mail	nrpvdl@yahoo.co.in
• Alternate e-mail	artscollegevadali@gmail.com
• Address	Behind Upvan Plaza, Vadali At-Po& Ta- Vadali ,Dist.-Sabarkantha
• City/Town	Vadali
• State/UT	Gujarat
• Pin Code	383235
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Hemchandracharya North Gujarat University, Patan**	
• Name of the IQAC Coordinator	**Dr.Dharmesh A.Mehta**	
• Phone No.	**9737270909**	
• Alternate phone No.	**9879584892**	
• Mobile	**9427058017**	
• IQAC e-mail address	**artscollegevadali@gmail.com**	
• Alternate e-mail address	**dharmeshmehta1972@gmail.com**	
3.Website address (Web link of the AQAR (Previous Academic Year)	http://artscollegevadali.org/wp-content/uploads/2021/10/AQAR-2019-20.pdf	
4.Whether Academic Calendar prepared during the year?	**Yes**	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.89**	**2008**	**28/03/2008**	**27/03/2013**

6.Date of Establishment of IQAC	**20/06/2008**

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

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	**nil**	**nil**	**nil**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	
9.No. of IQAC meetings held during the year	**02**
• 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)

• `Online Teaching-Learning platform`

• `Submission of AQAR 2019-20`

• `Conducting online internal evaluation test`

• `Corona Awareness orientation and to maintain SOP in the institution`

• `World Yoga Day celebration`

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
Formation of different committees and work allocation.	Co-ordinator's of different committees arranged programmes accordingly.
World Yoga day celebration	Faculty and students performed Yoga at home on the day due to Corona guideline
To create Online Teaching-Learning platform through various platforms	Teaching through Microsoft teams, Google Meet , youtube channels
To organize various extension activities.	NCC/NSS/Sports units perform social service, activities. Cleanliness Drive, Mask making,Yoga Day..etc
To organise online Corona Awareness Quiz	Online quiz conducted for Corona Awareness and digital certificate generated to the participant
Republic day Celebration	Faculty, staff, members of the management, local body members joined to celebrate Republic day
Cleanliness Drive	NCC cadets,NSS volunteers performed cleanliness drive on/off the campus

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

- Name of the statutory body

Name	Date of meeting(s)
Shree Vadali Kelavani Mandal, Vadali	11/12/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2019-20	09/01/2020

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**03**
2.Student	
2.1 Number of students during the year	**1002**
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**857**
2.3 Number of outgoing/ final year students during the year	**161**
3.Academic	
3.1 Number of full time teachers during the year	**12**
3.2 Number of Sanctioned posts during the year	**12**
4.Institution	
4.1 Total number of Classrooms and Seminar halls	**09**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**0.26743**
4.3 Total number of computers on campus for academic purposes	**25**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated to Hemchandracharya North Gujarat University, Patan. The college follows the curriculum designed by the university, there is a board of studies (BOS) at university level, which prepares the syllabus. We have 3 faculty members who have been serving as members of BOS. They havewd contributed in forming syllabus of semester system which is called 'Choice Based Credit System' (C.B.C.S.)

- **IQAC holds meeting at the beginning of the academic year and discusses academic plan of the year.Academic Calendar,Time table, Teaching plan are prepared at the beginning of the academic year.**

Academic Calendar

Academic Calendar is prepared in tune with the University Academic Calender.

It includes Academic, co-academic and extra-curricular activities during the year.

Teaching,expert lectures, cultural activities,NSS,NCC activities,celebration of various days are planned and implemented during the year. Planning of internal examination and university examination are included.

Teaching Plan

- Prinipal holds the meeting with the Faculty and HOD of each subject and discuss about distribution of the papers semester-wise.Hod allocates papers and distribute lectures paper wise. Work load is distributed among faculty members.
- Prospects
- Prospects of college is prepared. It has information about offering subject at college level, information regarding NCC, NSS, Sports, Cultural activities.Prospectus is distributed in surrounding villages, with admission form so that the students can choose the subjects and activities of their own interest.
- Academic diary
- Academic diary is prepared for the effective implementation of the curriculum.
- Paper-wise and semester-wise teaching plan is prepared by each faculty and implemented accordingly during the academic year. HOD and the Principal check the academic diary.
- Orientation programme: Orientation programme is organized for the freshers to make them aware about curricular, co-curricular, extra-curricular activities, examination pattern of semester system....etc

- Inviting Subject Experts
- Subject experts from other colleges and universities are invited. Due to Covid-19, lockdown online teaching was done. Link or videos of expert lecturers are given in the Whatsapp groups of the students so the can watch the lectures from home.
- Feedback: The institution takes feedback from the students regarding curriculum, Overall activity and also about quality

of teaching of faculty. Feedback committee analyses the responses and make discussion with the Management, Principal, IQAC and Faculty members. Necessities and requirements of the students taken into consideration and all stake holders try to fulfil the requirements. Teachers are advised to make more improvisation in terms of qualitative enhancements of academic and co-academic activities.

- The management also provide feedback in terms of yearly activities at the end of academic year and their suggestions are taken into consideration and implemented accordingly.
- Assignment and project work are introduced, so that participation of the students are involved.
- ICT The college has 2 ICT enabled class rooms and a computer laboratory.
- Use of ICT for Teaching:
- Due to covid-19 pandemic teaching was possible through online platform like Google Team, Mictrosoft Teams ..etc. Faculty make use of such platforms on Smartphones and teach the students online.

- The college website is also up-dated with programmes and new syllabus.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://artscollegevadali.org/wp-content/uploads/2021/10/1.1.1.pdf

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

- Academic calendar is prepared in tune with University Academic Calendar. Principal, I.Q.A.C and the faculty discuss and plan academic, co-academic and extra-curricular activities. Academic Calendar plans activities month- wise and distributed various activities in two terms.
- For Teaching students Time-table is prepared subject wise and papers are distributed. Internal tests, assignments, question -answer in class- rooms are implemented. Students level is

checked and necessary steps are taken to improve their educational level. Practise material, Study material are also provided.

- Seven division committee performs various activities like Rangoli, Drawing, Mahendi, Clay modelling, Elocution, Mime, One-act play, Teacher Day, Essay writing, Song Dance…etc. During the year and according to Academic Calendar, Judges / Referee / I.Q.A.C. and Principal /Member of Management remain present and suggestions are taken for better improvement.

- Sports Committee arranges Annual Sports day in which various sports games are arranged. Sports students given coaching for various sports, Games during the year Physical Instructor and participate at inter – college level at H.N.G. University Patan. Referee /Judge decides rank of the winners.

- NSS and NCC performs routine activity like Cleanliness Camp in Village, Weekly parade, attending CATC camps and other social services. Mask making and distributing helping Police, helping medical staff by Cadets and Volunteers during Lock Down.

- Examination committee conducts internal teats. Online internal test by Google Forms were arranged. Mark- sheet was prepared. Weak students were given extra teaching and study material to improve their level. Clever students advised to make use of reference books from library. Principal, IQAC and Examination Committee evaluates the result and try to take necessary steps to improve quality and level of students.

- Feedback from students also shows strength and weakness. Analysis is made suggestions are taken into consideration and necessary steps are taken to fulfil requirements of the students as well as for better improvement in terms of educational aspects.

- In most of the activities the Management - President or representative remain present. They evaluate the activity, discuss with the Principal. The Principal and IQAC take necessary steps to improve quality in all aspects.

File Description	Documents
Upload relevant supporting documents	[View File]()
Link for Additional information	http://artscollegevadali.org/wp-content/uploads/2021/10/1.1.2.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating   B. Any 3 of the above

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

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

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

02

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

80

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

80

File Description	Documents
Any additional information	View File
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 institution is situated in rural and remote area, district Sabarkantha. The district is also declared as back-ward district. Majority of the students are from SC/ST/OBC Castes. The college has almost 50% of women students.

Curriculam

Three main subjects are offered Gujarati, Sanskrit and History which inculcates human values, ancient knowledge of living life in tune with others and with whole earth. Various subjects offered in each semester as Elective Generic subject. Historical and ancient culture inculcated by History subject. Elective generic subjects include Indian constitution, great epics, sports, environment and disaster management, study of great leaders, modern history of India, health, food, personality development..etc. These subjects inculcates human values, national pride, honesty, social service, cultural heritage,

sportsmanship, inspiration from great leaders..etc.

Gender Equity:

- Almost 50% of the students are girl students.
- A separate room for girl students.
- Principal and Two women faculty as members in 'Women Cell' to look after Girls Issues. Speech and awareness programme on'Woman Empowerment' organized.
- N.C.C. has two units Boys unit and Girls unit also. Both participate in N.C.C. campus as district level, state level.
- N.C.C. Girls Cadets made mask in collaboration with 34,battalion, Himatnagar during Covid-19 pandemic.
- N.S.S. unit has almost 50% of girl voluntaries.
- Sports unit has various girls teams like Kho-Kho, Kabaddi.
- Many college committees have a boy and a girl representative student.
- Girl students take part in various competitions at university youth festival.
- Awareness programmes 'Save Girl child' among college students.

Environment and Sustainability:

The institution is situated in remote areas surrounded by Aravalli hills and Polo Forest. The rural students also love trees and forests. The institution takes following steps for the betterment of environment:

- 'Environment and Disaster Management' subject is included for the students of semester III
- The institution is surrounded by green fields. The institution tries to maintain eco- friendly atmosphere.
- Use of plastic is avoided.
- Tree plantation is made in campus and surrounding villages in collaboration with the forest department, Vadali.
- There is a small Garden with lawn and plants is developed.
- Proper care is taken to maintain trees, plants and garden.
- Separate bore is made for water resource.
- Every year rallies, drawing competition, are organized on 'cleanliness theme'
- N.C.C. and N.S.S. units keep campus clean with 'cleanliness Drive'.
- 'Swachata Abhiyan'is celebrated with Cleanliness in the campus and classrooms.

Human values and Professional Ethics:

The faculty members try to inculcate humanity, discipline, unity, non-violence, truth, nationality during their teaching learning process. Co-Curricular and Extra – Curricular also inculcate such values in the students.

- **N.C.C. units held various activities like traffic awareness, cleanliness drive, helping the police staff during lockdown. It inculcates nationality and discipline in the students. Cadets participate in NIC,ATC,CATC camps.**
- **N.S.S. volunteers perform many social activities among the rural villages like weekly camp, one day camp...etc. They perform Cleanliness drive, Save Water, Women empowerment, mask making and distributing...etc. it inculcates discipline, social service, unity and such values are inculcated in the students.**
- **Sportsman spirit is developed through sports activities.**
- **Yoga practice and 'Yoga day' is celebrated for mental and physical health.**

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

00

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	**No File Uploaded**

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

B. Feedback collected, analyzed and action has been taken

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

1002

2.1.1.1 - Number of sanctioned seats during the year

1040

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

857

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

After completion of admission process, class-room work starts. The college organizes orientation programme for new entrants at the

beginning of academic year. The students are informed about semester system, syllabus, paper style, discipline, examination pattern, N.C.C., N.S.S., Sports, Saptadhara, Co-curricular and Extra-curricular activities.

- In the classroom the teachers make students aware about syllabus and units of particular subject and university paper style also.
- The teachers evaluate the first-year students on the basis of 12th results and marks of related subjects.
- Extra lectures have been arranged for slow- learners. They are taught basic things related to the subjects. Study material and Practice material are given to the students.
- In the class room teaching, the teachers always keep in mind the slow learners and average students and start teaching from basic level of related subject
- For advance learners, the faculty suggests them to make use of reference books from library. They are given practice material also.
- They are given suggestion to prepare for competitive examination, future career option.... etc.
- Students are given personal counselling also.
- In the class-room active participation of the students is ensured with interaction, discussion, assignment, seminar presentation.... etc.
- The students are given necessary assistance for project work and assignments.
- Students also take part in various activities like elocution, essay writing, drawing, singing, sports, N.C.C. activities, N.S.S. activities at college level and also at university level.
- Scholar students guide some slow- learner in friendly atmosphere.
- Due to Covid-19 pandemic students are given online guidance in related subjects.
- Study material provided on students whatsapp groups, Teachers created their own educational videos on their own channel on Youtube and links of the video provided by Whatsapp groups of the students semester-wise.

File Description	Documents
Link for additional Information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.2.1-upload-with-link.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1002	11

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Majority of the students come from rural back-ground. The teachers keep in mind their socio-economic level and teach accordingly. Due to Covid-19 pandemic classroom lectures were not possible. Use of ICT and Smartphone to teach students Online through various platforms like Microsoft Teams, Google Meet, Teachers' Educational Videos on Youtube.

- **The teaching learning is students centric.**
- **Online display, Oral examples, PPT, discussion, Question-answer, assignments, project work ...such tools are used.**
- **Grammar and language skills are taught.**
- **Lecture method is used.**
- **Students are given project work, assignments to complete at home.**
- **Practice material is provided**
- **Social work through NSS, NCC activities**
- **Nationality and discipline through N.C.C. units.**
- **All- round personality development through above activities.**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.3.1-upload-with-link.pdf

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

Teaching learning is a two-way process. It requires innovation and creativity from teachers' side and active participation from the students' side. The teachers make use of multi-media teaching aids like OHP, LCD, Computer..etc. for effective teaching. Audio-visual aid has different effect on students.

The year 2020-21 was a year of covid-19 Pandemic. The college are opened and closed frequently due to Lock-down, students cannot come to college, work from home, work from campus but students are not allowed are the different scenario during the year.

The principal gave guidance and authority to IQAC committee to plan and implement the online education set-up for students. The IQAC allocated work to the faculty to implement online education.

1. **To Create WhatsApp Group for Students semester-wise and subject Wise**

1. **To organize training for faculty for online Platform**

> **- One day training programme was organized on 30/06/2020 and resource person   Mr. Kamleshbhai Suthar practically showed faculty how to use Google Meet Platform. How to create meeting, how to generate link, how to distribute link in WhatsApp group, and how to start online class.**

- Another training from the Gujrat government organized for online platform Microsoft – Teams and faculty attended enthusiastically and implemented accordingly.

1. **Registration of students in Microsoft teams Platform**

Registration process was completed of the students; semester-wise and subject wise.

1. Planning of Lectures and Technical Guidance.

Dr. G.A. Desai planned lectures and provided technical supported to the faculty for online platform. He provided guidance to the students also. He welcomed problems of the students and resolved them tactfully.

1. Conduct of lectures on time-table wise.

Dr. T.D. Patel made Time-table and circulated on WhatsApp group of students to inform them about timing of lecture.

1. Online Orientation of students.

At the beginning of online study, orientation was necessary for students how to join lectures online. Students were given detailed idea and information how to use lecture link and how to attend lecture, when to keep mute, how to raise hand to ask question… etc. the students given detailed orientation.

1. Conduct 0f Lectures

Faculty must adhere to the time-table and take lecture online (work from home) and the screen shorts of lectures were sent to the collage WhatsApp group daily.

(8) Providing Study Material

Questionnaire and Study material is prepared in each and every subject and posted on the WhatsApp group of students. Students can download them and make use of it at home. DR.R.R. JOSHI guided faculty how to prepare PDF file of the study material.

Online Internal Test:

The online internal test conducted through Google forms in each and every subject. Due to Covid-19 Pandemic class-room test or physical test was not possible, due to SOP of the government. Question paper were prepared on Google forms, link of Google forms were generated on WhatsApp groups of students. Students were informed and oriented how to appeared online test. Demo test were conducted. The question paper

was of 20 marks and having objective type with multiple choice answers. The students participated enthusiastically.

The data from google sheets collected. Results were prepared. Then weak learners were given online teaching, study material, objective M.C.Q type questionaries to improve the subject knowledge. Educational video link is provided to watch and make preparation at home.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://artscollegevadali.org/wp-content/uploads/2021/12/2.3.2-only-uploding.pdf

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

10

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

08

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

196

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

- **University implemented semester system at UG and PG level with Choice Based Credit system (CBCS) and college follows the same pattern.**
- **The college has implemented internal tests, assignments, project work, internal examination...etc.**
- **Examination Committee is formed which arranges examination and make necessary reforms.**
- **Orientation programme is held to make aware about examination pattern and internal tests of the college.**
- **Due to Covid -19 Pandemic, classroom examination was not**

possible. So examination committee planned to take online internal test of various semester through Google forms.

- The online internal test conducted through Google forms in each and every subject. Due to Covid-19 Pandemic class-room test or physical test was not possible, due to SOP of the government. Question paper were prepared on Google forms, link of Google forms were generated on WhatsApp groups of students. Students were informed and oriented how to appeared online test. Demo test were conducted. The question paper was of 20 marks and having objective type with multiple choice answers. The students participated enthusiastically.
- The data from google sheets collected. Results were prepared. Then weak learners were given online teaching, study material, objective M.C.Q type questionaries to improve the subject knowledge. Educational video link is provided to watch and make preparation at home.
-
- The details of evaluation are communicated to the students.
- 20+10 = 30 internal marks pattern is implemented.
- Marks of each and every test is displayed on notice board.
- Computerized marksheets are prepared of each semester and displayed on notice board.
- University examination contains of 70 marks.
- College internal marks is uploaded to University is on-line process.
- Every class room is equipped with surveillance of CCTV, so any kind of mis-conduct is recorded.
- College tries to retain copy free atmosphere during examinations.
- Faculty members themselves drew and checked internal examination papers.
- University arranges central assessment system in which faculty members go to university center for assessment and evaluation of papers.
- Marksheets are prepared subject wise and class wise, including internal marks.
- Demand for re-assessment is forwarded to university in prescribed format.
- At college level, examination related grievance applications are taken from the student and the examination committee solves the issue transparently.

File Description	Documents
Any additional information	View File
Link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.5.1-upload-with-link.pdf

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

The institution runs B.A. Programme at UG level consists of six semesters.

- Each year has two semester and two internal examinations at college level and two

external examinations at university level.

- At the beginning of academic year examination Committee is Formed consists of the principal and two Senior members from the faculty.

- The examination committee plans and arranges monthly tests, internal examination and also university examination.

- The pattern and system of internal examination and internal marks system is conveyed to the students.

- examination related notices circulated in the class rooms and also displayed in the notice boards.

- The faculty members draw question papers of their related subject and it/they kept confidential.

- Photo- Copies of question papers are made in the presence of a member of examination committee, in the college premises, with a photo- copier.

- The bunch of papers packed, sealed and kept in safe with lock and key in presence of the principal.

- The college has enough Class- rooms and benches to make sitting arrangement of the students properly.

- Only two student per bench is arranged.

- All faculty members and non-teaching staff make Junior supervision, so less chance of irregularity or copy case.

- Mobile phones are not allowed in the class room during examination.

- CCTV surveillance ensures transparency during examination.

- Marksheets are prepared computerized with internal marks and marks of assignments/tutorial/project work etc.

- Marksheets and Internal marks are displayed on college notice board.

- Monthly test scheme is useful for continuous evaluation system.

- In case any student misses the internal examinations, due to ill-ness or due to N.C.C./N.S.S./Sports Camp, Re-test is arranged, prior the application is taken from the student.

- If any student is not satisfied with marks, he can write an application and the teacher of the subject see his answer-sheet and convince the student accordingly.

The following steps are taken to redress grievances and make the examination transparent.

At college level:

Examination Committee is formed of Three Faculty members, having In-Charge and Two Members. The Examination committee held meeting with the faculty members in presence of the Principal. How to conduct internal tests in fair, free, transparent and copy free atmosphere is discussed.

- Teachers of related subjects and semester draw question paper of internal examination and submit to Examination committee. Whole process is confidential.
- The faculty members make evaluation of seminar/assignments, internal tests and internal college examination most objectively. So hardly any case of grievances regarding evaluation.

- Due to Covid-19 pandemic classroom examination were not allowed by the government, Online internal tests were conducted through google forms and link of the related paper were sent on whatsapp group of students at the time of conducting examination.
- MCQ type question-answer pattern of online internal test were followed.
- The teachers prepared internal-marksheet of their own subject without any partiality.
- Retest was arranged for the students who missed the first test due to technical reason or illness.
- If any student feel grievance, he can apply to examination committee in written form and the faculty member re-look at his answer paper. This process is done in a one week.
- Absent student can appear for re-test.
- Internal marks are displayed on notice board and also posted on whatsapp groups of the students semester-wise and subject-wise.
- Internal mark-sheet is uploaded to university on-line.
- CCTV surveillance and CCTV footage recording ensures transparency and in case of any doubt or grievance, footage of recording is checked, and decision is taken accordingly.

At University Level:-

- During university examination above pattern is followed and also two senior members remain present from other college as a member of university squad. In case of any mis-conduct, they take necessary action.
- The student has the right for re-evaluation or re-totalling or re-assessment according to rules of university examination after filling forms and necessary procedure.
- University daily collects bundles of answer sheets from colleges during examination. So, there is no chance of any misconduct.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.5.2-upload-with-link.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the

Programmes offered by the institution.

The college runs B.A. programme offering three main subjects Gujarati, History and Sanskrit. Defence study as subsidiary subject and English as a Compusary subject in every semester.

- It is a CBCS semester pattern having 4 credits of each main paper.
- Each year has two semesters. Six semesters have 144 credits points.
- Programme outcome (PO), Course Outcome (CO) and Programme Specific Outcome (PSO) are displayed on college website.

The institution has many committees like IQAC committee, 'Saptadhara' Committee, N.C.C. units, N.S.S. units...etc for planning and implementation of curricular, co-curricular and extra-curricular activities.

- Various committees evaluate their programme outcome.
- The principal and IQAC committee also monitor qualitative progress of each and every program and suggest necessary changes for qualitative improvement.
- Gujarati is a mother tongue of Gujarat. So, students become aware with Gujarati Literature.
- Sanskrit is a classical language, it retains our ancient traditions and culture, so students get benefit of such incredible Indian Culture and Tradition.
- History is a Subject, which is not offered in any nearby colleges, so students come from remote areas to study History as a main subject. The students learn about past civilization, wars, freedom movement and present condition of India.
- The students opt for higher education like M.A., B.Ed., LL. B , MSW and attempt in various competitive examinations of Gujarat Government.
- N.C.C. has boys and Girls units. The cadets benefited with discipline, nationality in them. The attend campus and pass 'B', 'C', cert. Exams.
- N.S.S. unit has 100 volunteers to perform social activities like Cleanliness drive, literacy campaign, one week camp, etc and try to make aware rural people about various issues. The students are benefited with sense of brother-hood, co-operation, social-unity, discipline...etc.
- N.S.S. volunteers benefited with social unity, social service and cleanliness.
- Sports students develops sportsmen spirit a part from taking part at inter class, inter college and inter university level.

- N.C.C. / N.S.S. / Sports students attempt for services in army, home guard, SRP and Police department.
- 'Saptadhara' has various seven committees which arranges various competitions like singing, drawing, Rangoli, essay writing, mono acting, group dance, quiz, G.K. etc to develop artistic sense in students.
- The graduate students also make preparations for competitive examinations like GPSC, TET, TAT, Talati, Class-II &III, Constable, SRP, Army...etc.
- Sports students Boys & Girls get selection at inter-university level also in Kabaddi, Kho-Kho, run...etc
- Some students achieved ranks / medals at inter-college competitions.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.6.1-1-upload-with-link.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution is managed by the Trust 'Shree Vadali Kelavani Mandal, Vadali'. At the beginning of every year The President and The Secretary held meeting with The Principal, IQAC committee, Faculty members and discuss the yearly planning and put emphasis on qualitative enhancement. Last year's weak area are also discussed and suggestions are welcomed and implemented accordingly.

At the end of the Academic Year above mentioned body meet once again and evaluate the yearly programmes. Suggestions are given by the Management and from the Principal. The whole staff work in tune with the Vision-Mission of the college.   The institution has many committees like IQAC committee, 'Saptadhara' Committee, Sports Committee, N.C.C. units, N.S.S. units...etc for planning and implementation of curricular, co-curricular and extra-curricular activities.

Various committees evaluate their related program outcome.

- The principal and IQAC committee also monitor qualitative progress of each and every program and suggest necessary

changes for qualitative improvement.

- The institution runs B.A. course with Gujarat, Sanskrit and History as main subjects.
- For effective implementation, academic calendar is prepared, academic dairy is also prepared, internal examination and evaluation system is helpful for academic evaluation.
- N.C.C. has boys and Girls units. The cadets benefited with discipline, nationality in them. The attend campus and pass 'B', 'C', cert. Exams.
- N.S.S. volunteers benefited with social unity, social service and cleanliness.
- Sports students develops sportsmen spirit a part from taking part at inter class, inter college and inter university level.
- N.C.C. / N.S.S. / Sports students attempt for services in army, homeguard, SRP and Police department.
- 'Saptadhara' has various seven committees which arranges various competitions like singing, drawing, Rangoli, essay writing, mono acting, group dance, quiz, G.K. etc to develop artistic sense in students.
- At B.A. level Gujarati / Sanskrit and History offered as main subjects.
- Self finance M.A. in Gujarati and History are run by college. Some students go for M.A. and then M.Phil orPh.D. for research after completion of M.A. Some students join B.Ed., M.S.W., L.L.B. after graduation.
- The graduate students also make preparations for competitive examinations like GPSC, TET, TAT, Talati, Class-II &III, Constable, SRP, Army...etc.
- Results of U.G. is analysed in the presence of the Principal, examination Committee, IQAC cell and the faculty members. Weak areas and strong areas are discussed. Planning is made to remove weak areas of the students. falicited
- Sports students Boys & Girls get selection at inter-university level also in Kabaddi, Kho-Kho, Run...etc
- Some students achieved ranks / medals at inter-college competitions.
- N.S.S. unit has 100 volunteers to perform social activities like Cleanliness drive, literacy campaign, one week camp, etc and try to make aware rural people about various issues. The students are benefited with sense of brother-hood, co-operation, social-unity, discipline...etc.
- N.C.C. cadets also perform parades, traffic awareness programme, tree-plantation, blood-donation camp...etc. They take part in various campus and appear for 'B' and 'C' Certificate examination. Such students prefer to work in Indian Army and Police department.

- **At the end of the academic year annual report of whole year activities are prepared and published and distributed among villagers, Trust Committee members and dignitaries.**
- **Last year ranked students in academic and Extra – Curricular activities are felicited with trophy and certificate in annual function of the year.\Annual Report has been publish and circulated to the members of the management and educationist and other dignitaries and oral feedback is taken to improve the quality of the institutional activities and programmes.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.6.2-upload-with-link.pdf

2.6.3 - Pass percentage of Students during the year

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

161

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	http://artscollegevadali.org/wp-content/uploads/2021/12/2.6.3.2-2-upload-with-link.pdf

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)

http://artscollegevadali.org/wp-content/uploads/2021/12/2.7.1-only-link-student-sati.-survey.xlsx

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)

1.8

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

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

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

02

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.ugc.ac.in/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

05

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

01

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

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

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

01

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

3.3 - Extension Activities

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

-   NCC cadets NSS volunteers served as Corona Warriors. They had done following activities to   serve society and nation.

- 1500 mask prepared and donated to district collector Sabarkantha.

- Cadets worked with police department during lockdown and covid-19 pandemic.
- Volunteers worked with health department in vaccination programmer.
- Corona awareness quiz was conducted online through Google Form to create awareness regarding covid -19.
- Covid -19 awareness painting save environment painting from home made by students 'Atma-Nirbhar Bhart' planning, Tree Plantation at home and at village, Relay Run under fit India movement –etc.
- Online yoga day celebrated.
- Mask making and distribution from home to home by NSS volunteers.
- To create Covid-19 awareness Covid -19 pamphlets were made.
- Online voter list correction programme was organized and awareness was created by social medial.
- Birth Anniversary of Subhash Chandra Bose was celebrated in seminar hall among college students and speech was given about life and work of Subhas Chandra Bose.
- Nation voter day was celebrated of Sabarkantha District at our collage.
- Volunteers served in 'Pules Polio' vaccination mission to make society Polio free.
- 72 Republic Day of Vadali taluka was celebrated in college campus in which Leaders, Officials, Society and students remained present. N.S.S, N.C.C, Sport and other Department actively remain present on Republic Day.
- Almost all staff member has been vaccinated of covid -19.
- Some have been infected by covid -19 and fought against covid -19 and recoved and joined duty after fitness.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/11/3.3.1-500-words-answer.pdf
Upload any additional information	View File

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

3.3.2.1 - Total number of awards and recognition received for extension activities from

Government/ government recognized bodies during the year

16

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	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

23

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

373

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

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

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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 institution has adequate facility for teaching-learning process.**
- **The management has built a new building in a campus of about 7 acres for college in the year 2017.**
- **Total campus area is 26204 square meters**
- **College built up area is 3518 square meters**

- The institution has 8 classrooms and 1 DELL Language laboratory.
- Two class-rooms are equipped with LCD projector.
- The college has library with 3002 textbooks, 9938 reference books and 19 academic journals/magazines. The library has soul software 2.0 purchased from INFLIBNET.
- The college has a DELL computer laboratory with 24 sets of computer, necessary chairs and table and proper furniture.
- The college has a seminar hall with seating capacity of many students, a stage, an LCD projector and other necessary facility like 225 chairs, 10 speakers, a podium.... etc.
- The college has a separate NSS room, and NCC room, Sports room, NAAC room with Computer sets and necessary furniture like tables, chairs, iron vaults.
- Girls 'room with necessary requirements.
- The college has a Principal room and an Administrative room also.
- Administrative room is well- equipped with 3 computers, 2 printers, internet connection, a photo – copy machine.
- The institution has open area of 10171 square meter in which various sports ground of like kho-kho, kabaddi, volley-ball, hand-ball, 200-meter track.... etc. Indoor games facility for Chess, Carrom and Yoga.
- The institution has a small garden with flowers and plants
- 5 fire extinguisher sets to control fire.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/10/college-building_compressed.pdf

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

- The institution has adequate facilities for sports and cultural activities.
- The college has a Cultural Hall/ Seminar Hall with 260 square meters. It was built in 2017 year. It has a stage, a mike, a podium, a sound system with10 speakers, a Casio, 2 microphone, 3 drum, a pair of Tabla to practise and perform cultural activities. Dance, singing, Annual day celebration and other festival are celebrated in the hall. The sitting arrangement of chairs are in ascending order. General lectures and Expert

- lectures, Thalassemia test, seminars are conducted in the Assembly -hall.
- Yoga day is also celebrated in the hall.
- The college has 26204 square meter open ground for sports activities. It has various out door grounds like kho-kho ground with 27*16 square meter, Kabaddi ground with 13*10 square meter, Volley-ball ground with 18*4 square meter, Hand-ball ground with 40*20 square meter, 200-meter track etc.
- Indoor games have chess / carrom facility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/10/college-building_compressed.pdf

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

03

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/10/college-building_compressed.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0.09

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

4.2 - Library as a Learning Resource

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

SOUL software 1.0 purchased in Library in 28/9/2007. In which o data entries 8 thousands books entered. Full details of various topics are entered in SOUL software.

Then the Soul software 2.0. was updated in 2021. After installing soul 2:0 software in 2021 and converting the data, the process of further data entry is now underway. SOUL 2.0 has different types of models such as acquisition, circulation, serial Control, OPAC and administration. Each has a different types operation.

1. One-year issuing of books:

- 30 to 35 books are daily issues and returns.

- which can be calculated according to the working day per week.

1. Describe I.L.M:S with the name of the software: -

- SOUL 2.0 software purchased in the year 2021 in which circulation is processed after data entry of books and magazine. Which saves user's time.

1. SOUL software INFLIBNET
2. Partially
3. 2:0
4. 2021
5. Automation has been partially done.
6. Semi-Automation started from the year 2021.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://artscollegevadali.org/wp-content/uploads/2021/11/4.2.1-soul.pdf

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 A. Any 4 or more 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)

0.45958

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for

online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

37

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

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

- **The college has adequate computers, printers, L.C.D Projectors, a Computer Laboratory with a set of 25 computers and CPU.**
- **The institution upgrades its computer system as per requirement with necessary software, anti-virus.... etc. computer laboratory, office and Principal office have internet connections and with Wi-Fi Facilities.**

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>http://artscollegevadali.org/wp-content/uploads/2021/11/4.3.1-Bill-1.pdf</u>

4.3.2 - Number of Computers

37

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution   **B. 30 - 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

7.29042

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

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

The institution has adequate system to utilize and maintain physical, academic and support facilities.

Academic Facility: The institution has 8 classrooms with necessary benches, tables, chairs, fans and tube lights. Two class-rooms are equipped with LCD Projectors. So, the 8 Classrooms are sufficient at one time to arrange lectures of various subjects. The principle and the management of the college allocate funds to maintain or make repairing of physical facilities as per requirement and keep it them in good condition.

Computer Laboratory: (Language Laboratory) The institution has a computer laboratory (Language Lab) with 25 computer set, tables and chairs. The students learn Basic Computer Course in the laboratory. As per requirement, software is updated, necessary maintenance is made time to time hiring experts and keep the computers up to date.

The laboratory in- charge informs the Principle about the maintenance and the Principal allocates fund and hire the experts to keep them in good condition.

Sport facility: The institution has various grounds for sports activities. It has Kabaddi ground, Kho-Kho ground, Volley-ball Ground, Hand Ball Ground, Net-ball Ground, Athletics Ground.... etc. Indoor ground has chess, Carrom and Yoga ground. The college students practice various games, they take part at inter-class, inter-college, Khel-Mahakumbh Competition. Some students get selection at Inter-university level also. The Principal and the Director of Physical education maintains the records of utilization of these grounds. They appointed a person to maintain grounds on contract basis, he does work under the supervision of director of Physical Education. Cleaning the grass after monsoon, keep the grounds clean and fine.... etc. according to requirements.

Common Hall: The institution has a common hall for academic, cultural and Yoga practices. The hall is equipped with a stage, sitting capacity of 300 students, facility of fans, mike, speakers.... etc. Academic activities like lectures of experts are arranged. Cultural activities like dance, Garba, singing, elocution, Rangoli, drawing...etc. performed by the students. Yoga practice is also done in the hall, "Yoga day" is celebrated in the Hall. The Principal and the management allocate funds and maintain the hall in good condition as per requirement.

Library: The Library is equipped with soul software. It has many books, reference books, magazines and reading facility for the students. The sweeper of college keeps the library clean. The Librarian and the Principal make budget to purchase new books, magazines, cup- boards.... etc. budget for maintenance is allocated as per requirement.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/11/jgc-4.4.2.xlsx

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

839

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	http://artscollegevadali.org/wp-content/uploads/2021/12/5.1.3-Name-of-the-capability-enhancement-program-2020-21-Arts-collegeVadali-Corona-Awareness-Quiz.pdf
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

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student 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	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

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

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

104

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

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) during the year

03

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

03

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

STUDENTS COUNCIL ACTIVITIES (2020-21)

At the beginning of an academic year, 'Students Council' was formed under Guidance of Principal. Students representative have been appointed college level in various committees. Various Committees were formed for academic, co-curricular and extra-curricular activities. In-charge professors were appointed with other member professors in the various committees.One or Two students representatives were appointed in each committee. Career Counselling Cell, Grievance Redressal cell, NSS Committee, NCC committee, IQAC

various committees have students' representatives. College has 'Saptadhara' committee; under which there are various seven committees were formed.

1. Knowledge committee
2. Social Service committee
3. Music-Dance committee
4. Yoga-Sports committee
5. Art-Skill committee
6. Drama committee
7. Creative expression committee

Generally above committees organize various programmes and competitions among the students like singing, dancing, mono-acting, traditional dress day, Teachers' Day, Navaratri Garba (dance), mimicry, essay writing, sports games … etc. But due to Covid-19 pandemic classroom teaching and college level activities could not be possible. But the students performed some activities at their own and nearby villages with following guidelines of Government SOP and keeping social distancing.

- Tree Plantation at own villages by students on 07/07/2020.
- Distribution of corona awareness pamphlets in villages on 07/07/2020.
- Making of 1500 Masks and donated to District Collector, Sabarkantha by NCC Cadets.
- Celebration of World Yoga Day on 21/06/2020 by Faculty members, College Students by performing Yoga and Pranayama at Home due to Lockdown.
- Cleanliness Drive at Gota village for one day on 05/08/2020 by students under

'Swachata Abhiyan'.

- 'Voter Awareness Programme' organized on 18/09/2020 at College in Collaboration Mamlatdar Office, Vadali.
- Painting activity done under 'Aatma Nirbahr Bharat' on 20/08/2020 by 08 volunteer students.
- Relay Run drive organized under 'Fit India Movement' by 08 NCC Cadets on 01/12/2020
- 02 NSS Girl Volunteers served under 'Polio Vaccination Drive' with PHC center, Virpur village on 31/01/2021.
- 'Nation Voters Day' celebrated on 25/01/2021 in which 32 students participated, one of the students Mr. Mehulbhai Bharavad was honored by the government on the day.
- Online 'Çorona Awareness Quiz' on Google Form was organized in

the month of May,2020 by Sports Department of the institute with the help of students in which 285 responses received and digital certificate generated to the participants.

- 'Republic Day' organized and celebrated in the college campus at Taluke level in which NCC cadets, NSS volunteers, College Staff, Local Leaders and Mamlatdar and staff remain present. 03 Sports Students were awarded with certificate for their achievements at Inter-University participation by Mamlatdar, Vadali.

- 'Yoga Trainer Training camp' was organized in the institution by 'Gujarat State Yoga Board' and 'Sports Department' of the college. The Yoga camp was organized from 14/02/2021 to 17/03/2021 in which 27 yoga trainer including boys and girls attended the camp. This yoga camp was conducted training for 80 hours. District Yoga Trainer Mr. Narendrasinh Bhati served as coach, who is an alumnus of the college also. 20 students passed training successfully.

Student Council actively participated in above programmes.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/07/student-council-year-2019-20-converted.pdf
Upload any additional information	View File

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

390

File Description	Documents
Report of the event	<u>View File</u>
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)	<u>View File</u>

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

Alumni Association Contribution

Alumni Association is very active in our college. The institution register Alumni members free of cost. They contribute in various activities of the college. The association consists of teachers, Lawyers, Research Scholar , private businessmen and farmers.They participate in our college development and Programmes. They always help and collaborate with us in every way they can.

During the year 2020-21 most of the activities were done online because of Covid -19 guidelines. It includes Yoga Trainer Training Camp. Yoga teacher Narendrasinh B. bhati, the alumni has served in the camp.

- **In the celebration of World Yoga Day , we have performed Yogasana, Pranayama etc. at home .**
- **In the class of Yoga ,we collected feedbacks of participants.**
- **In the Fit India movement programme, we have made videos and uploaded on website.**
- **More over NSS, NCC held corona pandemic awareness programmes in our college with the help of Alumni Association.**

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/07/ALUMNI-STUDENT-converted.pdf
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	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

Vision – Mission

Vision

To provide higher-education to the youth of rural, interior and surrounding areas.

To develop overall balanced and healthy personality of students to contribute National development

To encourage women students for higher Education.

To enhance and to improve the quality and the standard of education.

Mission

To encourage maximum students for higher education

To make overall development of students through educational and co-curricular activities.

To set up programmes to develop Social and National awareness.

Continuous monitoring to improve the quality and the standard of

education.

The vision and mission of the institution is to provide higher- education to the students of rural, interior and backward areas. To create educated man and women with better citizens to serve society and nation. The students can grow with ideals, morality and with better personality. Continuous efforts are made to enhance the quality of education in terms of curricular, co-curricular and extra – curricular activities. The institute offers B.A. Programme with three main subjects Gujarati, History, Sanskrit. The institute has created tradition of an academic excellence. Excellent results show the quality of Education. Many students achieved First, Second, Third… Tenth rank University results.

The students can participate in NCC/NSS, Sports, Cultural activities for overall personality development and inculcate values like social service patriotism, honest, unity… etc. Students attend various seminars, work-shops for self-development.

Governance: -

The institution has been managed by the Trust 'Shree Vadali Kelavani Mandal, Vadali'. The trust has The President, The Secretary and the Executive Body to fulfill the vision, mission statement of the institute. The trust has constructed New College building in almost 7 acres of land in 2017. The Management body takes interest in selection of the staff and faculty on quality base. The Trust provides necessary financial assistance to the institution to maintain and develop required things. The Management having meeting with staff and faculty, get information, make analysis and provide necessary suggestion and guidance to enhance academic quality. The Management also looks after the infrastructure, purchase of furniture, computers and maintenance of the infrastructure and College campus.

Principal is the head of the institution in terms of academic and administrative work. He is the link between the management and faculty and staff. He is also link between the university and the government. The principal and IQAC Co-Ordinator plan every year and evaluate previous year's result and programmes.

The teachers follow an Academic calendar for curricular and extra-curricular activities. There are various committees to allocate work. NSS, NCC, Sports, Cultural, Seven

division Committees, Examination committee...etc. The In-Charge of each committee are appointed, each committee has 2 teachers. The teachers organize their activities through various committees.

Principal is given full authority for administration. The principal runs the college in tuning with teaching and non-teaching staff. Academic calendar is prepared. Subject / department wise time-table is prepared. Various committees are formed to carry out curricular, co-curricular, cultural, sports, N.C.C., N.S.S. activities. In-charge is appointed in each committee with other faculty members as committee members. Each committee is given independence to arrange activity during the year.

For Administrative work, Principal assign work to accountant, Sr. Clerk, Jr. Clerk. They are given computers, internet and printers. Admission process, internal sheet of examination is online process. Campus and infrastructure are well maintained, kept clean. Any recruitment is done according to the rules and regulations of the government of Gujarat, H.N.G. University.

The college strictly follows rules and regulations of H.N.G. University and Gujarat Government, Education Department and U.G.C. Delhi.

The year 2020-21 is a year of Corona Pandemic. Lock-Down, Work from Home, Work from campus is the scenario during the year.

The teachers made educational videos and uploaded to their 'You Tube' Channels. WhatsApp groups are made of students; subject wise and semester wise. The link of YouTube educational videos are generated in WhatsApp group and the students watched the videos at home for study purpose.

Online platforms like Google Meet and Microsoft teams are used for daily lectures to take online lectures for students.

With the help of Google forms online demo test and internal tests of each and every subject conducted. Online orientation is conducted. Study material and questionaries are sent on WhatsApp group of Students.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/about-us/
Upload any additional information	View File

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

The institution 'Arts Collage, Vadali' has been managed by 'Shree Vadali Kelavani Mandal, Vadali'. The Trust has President, Secretary, Governing body and members of the trust.

The President and the Secretary held meeting with the Principal, IQAC body, faculty and staff at the beginning of the academic year. Discussion is made, suggestions are welcomed. They provide guidance. They also ask about requirements. They put emphasis on quality improvement in all aspects of education.

Principal is an administrative head. Teaching- Non teaching staff works under vision of principal. Various committees are formed to allocate work. Faculty is Placed as In-Charge, students' representatives are part of many committees. The committees are given full authority to plan and implement any activity.

The year 202-21 was a year of covid-19 Pandemic. The college are opened and closed frequently due to Lock-down, students cannot come to college, work from home, work from campus but students are not allowed in the classrooms.

IQAC committees held a meeting with faculty. The agenda is to continue education of the students during Covid-19 pandemic. After much discussion the resolution was made that online platform should be used to continue education with the help of Android Phone. The management agree to set-up Wi-Fi for internet connection. The principal gave guidance and authority to IQAC committee to plan and implement the online education set-up for students. The IQAC allocated work to the faculty to implement online education.

Work Allocation
Faculty Name

1. To Create WhatsApp Group for Students semester-wise

And subject Wise

Semester – IPro. B.D.Patel

Semester - IIDr. D.A. Patel

Semester – III Pro. Artiben Rathod

1. To organize training for faculty for online Platform

- IQAC Co-Ordinator   Dr. D.A. Mehta

        - One day training programmes was organized on 30/06/2020 and resource person Mr. Kamleshbhai Suthar practically showed faculty how to use Google Meet Platform. How to create Meeting, how to generate link, how to distribute link in WhatsApp group, and how to start online class.

- Another training from the Gujrat government organized for online platform Microsoft – Teams and faculty attended enthusiastically.

1. Registration of students in Microsoft teams Platform

Semester – IDr. P.R. Patel

Dr. B.D. Patel

Semester – II Dr. J.G. Chaudhari

Dr. D.A. Patel

Semester – IIIDr. T.D. Patel

Pro. Artiben Rathod

Registration process was completed of the students semester-wise and subject wise.

1. Planning of Lectures and Technical Guidance.

- Dr. G.A. Desai

Dr. G.A. Desai planned lectures and provided technical supported to the faculty for online platform. He provided guidance also to the students. He welcomed problems of the students and resolved them tactfully.

1. Conduct of lectures on time-table wise.

- Dr.T.D. Patel

Dr. T.D. Patel made Time-table and circulated on WhatsApp group of students to inform them about timing of lecture.

1. Online Orientation of students.

- Principal
- Dr. D.A. Mehta
- Dr. G.A. Desai

At the beginning of online study, orientation was necessary for students how to join lectures online. Students were given detailed idea and information how to use lecture link and how to attend lecture, when to keep mute, how to raise hand to ask question… etc. The students given detailed orientation.

1. Conduct 0f Lectures

- All Faculty

Faculty must adhere to the time-table and take lecture online (work from home) and the screen shorts of lecture was sent to the collage WhatsApp group daily.

(8)   Providing Study Material

- DR. R. RJ JOSH

Questionnaire and Study material is prepared in each and every subject and posted on the WhatsApp group of students. Students can download them and make use of it at home. DR.R.R. JOSHI guided faculty how to prepare PDF file of the study material.

1. Conducting Online Test

- Examinational committee

Examinational committee decided to conduct internal examinational of students through online platform. Google forms are made and examinational papers are prepared on Google forms and link were generated to WhatsApp group and the students participated in an online examination.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.1.2.docx
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At college level Principal forms various committees like IQAC committee, Disciplene Committee, N.C.C. Committee, N.S.S. Committee, Examinations Committee, Career Counseling Cell, Sports Committee, Library Committee, Saptadhara Committee...etc. One faculty member is appointed as in-charge of the committee, and one or two faculty members appointed as members of the body. Students' representative also taken in the various committees. The committee is given independence to arrange programmes, activities with the consent of the principal. - Besides curricular programme, co-curricular and extra-curricular activities organized round the year. - N.C.C. / N.S.S. units are working.

The institution runs B.A. programme which has six semesters. - Time-Table is prepared, distributed to every faculty and department, it is also displayed on the notice board. - Work load is distributed among faculty members. - Academic diary is prepared for the

effective implementation of the curriculum. - Orientation programme is organized for the freshers to make them aware about curricular, co-curricular, extra-curricular activities, examination pattern of semester system....etc - Various departments invite experts and arrange lectures of related subjects. - ICT : the faculty make use ICT also, Online lectures were introduced through various platforms like Microsoft Teams, Google Meet, Youtube channels..etc.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.2.1.xlsx
Upload any additional information	[View File](#)

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.

Management:

**   The institute has been managed by the Trust 'Shree Vadali Kelavani Mandal, Vadali'. It has governing body consists of the president secretary, executive body and committee members.**

Trust: 'Shree Vadali Kelavani Mandal'

President: Shri Takhatsinh Hadiyol

Secretary: Shri Amaratbhai Rabari

Treasurer: Shri Ranchodbhai Patel

Other Members: 24

Principal

**   The Principal Dr. Nareshbhai.R. Patel is an administrative head of the institution. Principal works in tune and vision of the management. Principal serves as a link among the Management, Teaching, Non-Teaching staff, students. The Principal adheres rules and regulations of the U.G.C., Education department, Gujarat and affiliated H.N.G.University, Patan.**

I.Q. A.C

Internal quality assurance cell was established after first cycle of NAAC. It has 10 members comprising of chairperson, Co- ordinator,3 faculty members, one from administrative department, one from management representative, one member from alumni, one student representative, one from community and one from external expert.

The I.Q.A.C plans yearly activity and programmers in accordance with academic calendar of the affiliated H.N.G. University. The more focus is on quality-based activities. It also evaluates all aspects and discuss how to enhance the quality in academic co- academic extra-curricular aspects.

Teaching staff

Ten faculty members server as teachers. HOD of each subject allocate various papers and subject to their colleagues. Time -table is prepared and followed. Teachers are included in various committees for execution of activities. They also perform duty like giving and taking assignments, tests, internal tests, supervision in examination, drawing question papers, assessing examination papers of internal test and also at University examinations.

Non-teaching staff:

Four members are part of non-teaching staff. They perform administrative work like admission of students, fee collection, salary bills, scholarship, examination, finance and account, generate roll number and enrollment number ---etc.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://artscollegevadali.org/wp-content/uploads/2021/07/ORGANIZATIONAL-STRUCTURE-converted.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in   C. Any 2 of the above

areas of operation Administration Finance and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	<u>View File</u>
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

The following welfare schemes available for the College staff

Arts College Vadali Employees Credit Society' is formed for financial assistance and welfare of the employees.

It is a registered credit society. 15 Employees are Shareholder of the credit society. Employees can take loan up to Rs. 10 lakhs. Employees can deposit amount and can get interest on their deposit. Credit society has President, Secretary and Treasurer from the shareholder employees. The credit society pays dividend and bonus per year to the shareholder employees.

Support staff is given uniform every year.

12 days of casual leave is available to the teaching staff, 15 days Casual leave is available for non-teaching staff. The non – teaching staff can avail 30 days of Earned Leave per year.20 half pay leave of ten days leave can be commuted every year by every employee. Lady teachers can avail six months Maternity Leave. Male teachers can avail Paternity Leave for 15 days.

All the staff members can get duty leave to attend Seminars/ workshops and various Training

Programmers/ Orientation/ Refreshers/ Examination duties, as per the Government rules.

The staff-members are under insurance police 'Juth Vima Yojana' of amount 1 lakh rupees in case of death of an employee.

Graduaties,pension and other such Government welfare schemes are given to the staff.

Computer and library facility is provided to teachers for research work.

Grievance Redressal Cell takes care of the complaints of the students as well as staff.

Prevention of Sexual Harassment cell for women is formed.

Parking Facility is provided to all.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.3.1-vadali-dhiran-mandali.docx
Upload any additional information	View File

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

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

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

01

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	View File
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

08

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	View File
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

As per UGC regulation 2010, It is mandatory for all faculty to prepare performance based appraisal in the prescribed format for career advancement. Promotions are based on the prevalent rules of UGC career advancement scheme by the appraisal parameters.

Institution has

formed self-appraisal from for the Teaching staff. It includes participation in academic, co-curricular, extra-curricular, various bodies, administration, research and publication. The self-appraisal from includes lectures, examination duties, participation in seminars, training workshops, publication of research articles, research work, extracurricular activities, preparing results … etc.

- Students feedback on teachers are arranged and collected.
- Management meeting with Principal and staff-members for evaluation of yearly activity.
- Timely activities and programmes of various committees.
- For non-teaching staff CCC computer examination is compulsory.
- For Teaching staff "CCC+" computer examination, and 'Hindi' subject of 10th or 12th standard or equivalent or above passing is compulsory as per rule of Gujarat government.
- Four employees passed above examination and some employees has filled forms to appear in the examinations.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/API-_1-4-6.3.5.doc
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

- The college has both internal audit mechanism as well as external audit mechanism

                                                regularly.
- The office accountant keeps daily account update and after every fifteen days Principal checks the account sheet regularly.
- Financial income like various grants from Gujarat Government and UGC are updated by office accountant.
- Quotations are received and then purchase are done in terms of UGC grants.
- At the end of the financial year the audit sheet contains all credit of the financial sources and all debit of purchase and spent money.
- The internal audit is done at the end of every financial year by authorised Chartered Accountant Mr. Anil Patel & Company,

Himatnagar.
- **Last internal audit was done on dated**
- **No objection is found in internal audit by Chartered Accountant.**
- **External Audit is done by Senior Auditors from Higher Education Commissionaire Office, Gujarat Government, Gandhinagar.**
- **Last External audit for the years2016-17, 2017-18 was done on 21/09/2020 by Senior Auditors from Higher Education Commissionaire Office, Gujarat Government, Gandhinagar.**
- **No Objection was found in the report by external auditors.**
- **Audit of UGC grants were done by chartered Accountant and at the end of UGC Plan, utilization certificates were sent to UGC, Pune and UGC sends No Objection Certificate to college.**

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/AUDIT-REPORT-6.4.1.pdf
Upload any additional information	View File

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

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

4.5

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

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

Mobilization of Fund:

Financial Resoures:

- Grants from the Government and UGC.
- Fees from admission of the students
- Donations from Community / Society
- Financial Assistance from the Management / Trust

Utilization Policy:

- All Financial transactions are managed in a transparent and effective manner.
- There are two Bank Accounts. College Bank Account and The Trust Bank Account.
- Grants from the government and UGC are deposited in college Bank Account.
- Donations from Society, alumni and other resources are deposited in account of trust.
- All transactions are done with cheques and vouchers.
- Principal, President, Secretary are authorised persons to operate the Bank Accounts.
- All collections are deposited in the Bank and payments are made through Cheques.
- Internal Audit is done by Professional Chartered Accountant Mr.Anil Patel & company, Himatnagar.
- External audit is done by senior officials of Higher Education Commissionaire office, Gandhinagar.
- Utilization Certificates are sent to UGC, for UGC Grants and No Objection Certificates is received by UGC, regarding clear financial funds.
- The President, the Principal and the Accountant allocate necessary budget to various departments, committees according to requirements.
- The Principal ,the President of the College Trust and College Accountant are responsible for monitoring and controlling the financial procedures.
- Library has library committee which prepares list for purchase of books, reference books, generals and other requirements.
- Maintenance Committee decides about budget allocation and repairing and maintenance of the infrastructure and furniture.
- For UGC grants utilisation Purchase Committee is formed of The Principal,The President, The Office Accountant and a Senior Professor.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.4.3.xlsx
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

ITitle of the quality initiative by IQAC
Online Teaching
Corona Awareness Quiz
World Yoga Day Celebration
Workshop cum Training for the faculty to use online platform for online teaching
Mask making and Distribution
Aatma Nirbhar Bharat Painting
Microsoft Team Platform Training
Cleanliness Drive
Relay Run under Fit India Movement
Republic day Celebration
Voter Awareness Programme
Cleanliness Drive related Drama
Books Exhibition

Yoga Trainer Training Programme

1)'Yoga Trainer Training Camp'

'Yoga Trainer Training camp' was organized in the institution by 'Gujarat State Yoga Board' and 'Sports Development' of the college. The yoga camp was organized from 14/02/2021 to 17/03/2021 in which 27 yoga trainer including boys and girls attended the camp. This yoga camp was conducted for 80 hours training. District yoga Trainer Mr. Narendrasinh Bhati served as coach, who is an alumnus of the college also. The teachers are trained perform various 'asana', 'pranayama', 'omkar', 'exercise', online lectures regarding 'yoga' conducted by yoga teachers shri Shaileshpalaji, Shri Bhanubhai Chauhan, Shri Prakashbhai. All the yoga trainer learned enthusiastically and completed the 'yoga trainer training Camp' successfully.

2) Cleanliness Drive

Cleanliness in the classroom and the campus is very inevitable. Everyday clearing by the support -staff make the class -rooms and campus clean.

To make students aware about importance of cleanliness, NSS units volunteers participated in one day cleanliness drive in the campus and class- rooms. 18 NSS volunteers joined the cleanliness drive under the leadership of NSS program officer on 14/02/2021 and made the class-rooms and campus clean. The students enthusiastically performed this service. 'Swachata Abhiyan' was done nicely by the NSS volunteers. It creates awareness in other students to keep the campus and class-rooms clean and not to throw garbage anywhere. They should make use of dustbins to keep the campus green and clean.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.5.1yoga.docx
Upload any additional information	View File

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

incremental improvement in various activities

The institution reviews its academic, co-curricular and extra-curricular activities. The institution has a mechanism to evaluate all aspects. The Managing body, The Principal and IQAC committee held meeting to discuss, review and for quality improvement at regular intervals. After any programme the management member gives oral feed- back to the principal. The IQAC plans and execute academic and co-academic activities in tune with academic calendar.

Teaching- learning: The institution 'Arts Collage, Vadali' is managed by "Shree Vadali Kelavani Mandal, Vadali'. The trust has President, Secretary, Governing body and members of the trust.

            The president and the secretary held meeting with the Principal, IQAC body, faculty and staff at the beginning of the academic year. Discussion is made, suggestions are welcomed. They provide guidance. They also ask about requirements. They put emphasis on quality improvement in all aspects of education.

            Principal is an administrative head. Teaching- Non teaching staff works under vision of principal. Various committees are formed to allocate work. Faculty is Placed as In-Charge, students' representative are part of many committees. The committees are given full authority to plan and implement any activity.

            The year 202-21 was a year of covid-19 Pandemic. The college are opened and closed frequently due to Lock-down, students can not come to college, work from home, work from campus but students are not allowed are the different scenario during the year.

            IQAC committees held a meeting with faculty. The agenda was to continue education of the students. After much discussion the resolution was made that online platform should be used to continue education with the help of Android Phone. The management agree to set-up Wi-Fi for internet connection. The principal gave guidance and authority to IQAC committee to plan and implement the online education set-up for students. The IQAC allocated work to the faculty to implement online education.

Work
Allocation

1. To Create WhatsApp Group for Students semester-wise and

subject Wise

Semester – I   Pro. B.D.Patel

Semester - II   Dr. D.A. Patel

Semester – III   Pro.Artiben Rathod

1. To organize training for faculty for online Platform

- IQAC Co-Ordinator   Dr. D.A. Mehta

        - One day training programmes was organized on 30/06/2020 and resource person Mr. Kamleshbhai Suthar practically showed faculty how to use Google Meet Platform. How to create Meeting, how to generate link, hoe to distribute link in WhatsApp group, and how to start online class.

Another training from the Gujrat government organized for online platform Microsoft – Teams and faculty attended enthusiastically.

1. Registration of students in Microsoft teams Platform

Semester – I Dr. P.R. Patel

                Dr. B.D. Patel

Semester – II Dr. J.G. Chaudhari

                Dr. D.A. Patel

Semester – III   Dr. T.D. Patel

                Artiben Rathod

        Registration process is Completed of the Students semester-wise and subject wise.

1. Planning of Lectures and Technical Guidance.

- Dr. G.A. Desai

Dr. G.A. Desai planned lectures and provided technical supported to the faculty for online platform. He provided guidance also to the students. He welcomed problems of the students and resolved them tactfully.

1. Conduct of lectures on time-table wise.

- Dr.T.D. Patel

Dr. T.D. Patel made Time-table and circulated on WhatsApp group of students to inform them about timing of lecture.

1. Online Orientation of students.

- Principal
- Dr. D.A. Mehta
- Dr. G.A. Desai

At the beginning of online study, orientation was necessary for students how to join lectures online. Students were given detailed idea and information how to use lecture link and how to attend lecture, when to keep mute, how to raise hand to ask question… etc. the students given detailed orientation.

1. Conduct 0f Lectures

- All Faculty

Faculty must adhere to the time-table and take lecture online (work from home) and the screen shorts of lecture was sent to the collage WhatsApp group daily.

(8) Providing Study Material

- R. R JOSHi

Questionnaire and Study material is prepared in each and every subject and posted on the WhatsApp group of students. Students can download them and make use of it at home. DR.R.R. JOSHI guided faculty how to prepare PDF file of the study material.

Online Internal
Test: The online

internal test conducted through Google forms in each and every subject. Due to covid-19 Pandemic class-room test or physical test not possible due to SOP of the government. Question paper were prepared on Google forms, link of Google forms was generated on WhatsApp groups of students. Students were informed and oriented how to appear online test. Demo test were conducted. The question paper was of 20 marks and having objective type with multiple choice answers. The students participated enthusiastically.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.5.2.pdf
Upload any additional information	View File

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://artscollegevadali.org/wp-content/uploads/2021/12/6.5.3-1.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1. Safety and Security

College campus is covered with boundary wall. A watch-man is placed. He checks identity -cards.

College students get entry in college with college identity-card.

Outsiders are not allowed in the campus.

During Covid – 19 pandemic, SOP guideline is implemented. Students are allowed with mask. Use of sanitizer is compulsory in the campus.

University examination is taken with Police Protection.

Alumni and Parents Association meetings are held and suggestion are taken into consideration.

Separate Girls room facility is provided to Girl students.

Separate Boys and Girls toilet facility, separate drinking water facility are provided.

Separate toilets for gents' staff and ladies' staff are provided.

College building and campus is well equipped with 35 CCTV surveillance, which covers classrooms, office, library, computer laboratory, outdoor parking space and campus which is monitored and recorded.

1. Counselling:

Women cell is formed for Girl students of college, in which two women teachers of college are included. One Girl Student representative is also a member of this cell.

This cell provides counselling to girls about girls' physical problems, harassment and other issues.

1. Common Room:

There is a separate Girls room is provided for girl students. Girl Students can use this room according to their need and requirements. It is equipped with necessary furniture and toilet facility.

NCC / NSS girl students can use this room for dress changing.

1. Day Care Centre for Young Children:

A day care room is available for young children of Women staff and girl students of the institution. It has toys and cradle facility.

File Description	Documents
Annual gender sensitization action plan	http://artscollegevadali.org/wp-content/uploads/2021/10/7.1.1_compressed.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://artscollegevadali.org/wp-content/uploads/2021/10/7.1.1_compressed.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Government of India and Prime Minister of India launched cleanliness movement. It is necessary to keep the campus clean. College had put two types of dustbins in the campus.

1) Solid Waste Management: One dustbin is for solid waste.

2) Liquid Waste Management :One dustbin is for solid waste and another for liquid waste. The students make use of these dustbins to throw waste material accordingly. Solid waste is thrown in Solid waste dustbin. Liquid waste is thrown in Liquid waste dustbin. A sweeper is appointed to keep the campus clean. College sweepers keep the building clean. College has informed Vadali Nagarpalica to

provide service regarding cleanliness. Vadali Nagarpalica collects waste from dustbins regularly. They process and re-cycles the waste.

3) Bio-medical waste:

Our institution is having only Arts faculty. So, there is no collection of bio-medical waste.

4) E-Waste management:

UGC, Higher Education department of Gujarat Government, HNG university, Patan; all these bodies generate circulars online and through emails. The institute make less use of papers. Computers and software keep updated. Useless files are deleted from the computers.

College has many computers, printers, photo-copy machine and other ICT Gadgets. So, maintenance and repairing of parts takes place time to time a per requirement. Old waste gadgets or parts had been kept separately in a store room.

5) Waste-recycling System; There is no separate system or plant in the institution for waste recycling system.

6) Hazardous Chemicals and Radio Activity Waste Management:

Our institution is having only Arts faculty. The surrounding areas are green fields, and no factory or industrial zone nearby. So, there is no scope of Hazardous Chemicals and Radio Activity Waste Management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://artscollegevadali.org/wp-content/uploads/2021/11/7.1.3-geotag-document.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the

B. Any 3 of the above

campus

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	[View File](#)

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

C. Any 2 of the above

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

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 organizes programmes for the students to enhance the inclusive environment to inculcate tolerance and harmony, unity and brotherhood towards cultural, regional, communal and socio-economic.

1.Cultural Programmes:

Every year various cultural programmes arranged. Patriotic song, Folk song, Mime, Folk-Dance, Ras-Garba, Mono Dance, Essay writing, Elocution etc. programmes arranged. Various themes are given like Folk theme, Green Environment, Patriotism, Communal equality, Gender equality etc.

The students take part in various activities with equal opportunities. Boys and Girls take part with equal opportunity. They work and perform as a team. Brotherhood and unity inculcated during programmes. Religious harmony also developed. Diversity regarding Social, Religious, Economical aspects have been

removed among students and all feel equality.

2. Religions Programmes:

The institute efforts to inculcate equal respect for various religion like Hindu, Muslim, Christianity etc. The institute organizes 'Garba'(Dance) during 'Navratri' festival for one day. All Hindu and Muslim students take part enthusiastically in 'Garba', During 'Eid' Hindu students wish 'Eid Mubarak' to Muslim students. All Students Celebrate 'Natal' Enthusiastically.

Vadali is on the Ahmedabad-Ambaji highway. Ambaji Temple is a very holy place and in the month of 'Bhadarava', 'Bhadarvi Poonam' Pilgrims go to Ambaji by walking (Padyatra) from their own village. Refreshment Camp(visamo) provides Tea, Coffee, Lemon-water, Breakfast, Food to devotees. Our college students, N.S.S. volunteers, N.C.C cadets join such 'Visamo Camp' as volunteers and serve the devotees with water, tea, food etc. Hindu-Muslim Students serve devotees very respectfully.

3. Social Harmony:

The institute makes effort to inculcate brotherhood among students. They are not influenced by cast, creed and religion. The students take-part in N.S.S,N.C.C.,social services like cleanliness drive, mask making, tree plantation, social services, volunteers helping Police during Lock-down, volunteers helping medical staff during Covid-19 Pandemic. Hindu-Muslim were treated equally by the students. This way we inculcate religious harmony in the students.

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

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

- Discipline is well maintained in the class-rooms and campus by the students. Students seek permission in class if a teacher is present in the class.

- Self -learning and copy free atmosphere is created. Mobile is strictly prohibited during examination. Staff - Supervisors do not use mobile - phones during supervision.
- After completion of any class or programmes, girl students exits first and boy students exits next. So mutual respect is created among girl students and boy students.
- Sitting arrangement of girl students and boy students are separate.
- Teaching is value added with examples.
- Morning Prayer is a part of daily practice.
- Celebration of Independence Day and Republic Day cultivate patriotic value. National Anthem is sung and salute to National Flag is given. Local Leaders, officials are invited as Chief -Guests. They give inspirational speech.
- Various days are celebrated like Gandhi Jayanti, Vivekananda Jayanti, Sardar Patel Jayanti of Nation Leaders, Spiritual Leaders, Literary persons. Uma Shankar Jayanti, Panna Lal Jayanti, History Day, Kargil day, etc. Above celebration inculcate patriotism, struggle for truth, spiritual value, bravery, and literary sense, rich tradition, culture and heritage of country.
- Tree plantation creates awareness of green earth and eco-friendly culture.
- Cleanliness drive, Voter Day creates awareness in students.
- Dignity of women / girls and gender equality, respect for girl students inculcated in students. So, there is no issue of girl harassment till date - in the campus.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	<u>View File</u>
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	<u>View File</u>
Any other relevant information	**No File Uploaded**

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

- **International Yoga Day is celebrated on every year on 21st June. The students, faculty and staff perform Yoga in a hall on the day.**
- **Independence Day and Republic Day are celebrated every year on 15th August and 26th January respectively. The President of the Trust, Local Leaders, Officials are invited on the day. Flag hoisting, Salute, Chanting and Singing National Anthem and National Song with respect and pride. Patriotic cultural performance is organized. Chief guest deliver speech and commemorate the contribution of freedom fighters and national leaders.**
- **Birth Anniversary of Gandhiji, Sardar Patel, Uma Shankar Joshi are celebrated and students are given speech about life and work of such great personalities.**
- **Dr. Babasaheb Ambedkar birth anniversary is celebrated.**
- **Audio video clipping are shown to students about life work and achievements of such great persons. Students get inspiration.**
- **Kargil day celebrated commemorates victory and tribute to martyrs.**
- **Teacher's day is celebrated on 5th September on birth anniversary of Sarvapalli Radhakrishnan. His life and philosophy provide inspiration to students on the day students play the role of teachers and teach various subjects in the classrooms.**
- **Subhash Chandra Bose Jayanti is celebrated on 23rd January.**
- **Voter's day is celebrated on 25th January. Students of 18 years and above fill the form number 6 and apply for voter card.**
- **Swami Vivekananda birth anniversary is celebrated as 'Youth Day'.**

- Uma Shankar Joshi, Pannalal Patel birth anniversary are celebrated. Both are great literary figures of Gujarati Literature.
- This way students gets inspiration and know about contribution of great persons.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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: 01

Title: Students Served as Corona Warriors

Objective: To serve society during Covid-19 Pandemic through students and volunteers.

The Context:

 Almost whole world was under Corona (covid-19) Pandemic and the WHO and Government announced Lockdown. Indian Government also announced Lockdown to fight with Covid -19 Pandemic. Rules and Guidelines were made to save people from infection from Corona. Social distancing maintained among people, close contact is avoided, use of mask became compulsory. Social gatherings were banned, school -colleges could not take class- room lectures, work from home and online teaching introduced.

         After two Lockdowns and Vaccination programme, Government ordered to open school -colleges with 50% of student strength and 50% of staff remain present. SOP guideline must be followed by the Institution. The Gujarat Government, Police Department, Medical Department require manpower in the form of volunteers to fight against covid-19 pandemic.

         Man-Power of Corona Warriors were required, serving

the nation through students is the vision of our college. NCC cadets, NSS volunteers served as Corona Warriors in various department of the Government.

Covid -19 infection pattern was very fast and death knelling. A person hasbeen infected from Corona through air and hand to hand contact. Some staff members and some students were infected by Corona. At the early-stage vaccination was not invented. Later on vaccination was available from Health Department and vaccination centers were giving vaccine to people. Police Department strictly followed guideline and performing their duty to save lives of people. Doctors, Nurses, Support- Staff Policemen; all were serving as 'Corona Warriors'. They required more man power to control the situation and to serve in a better way.

Some college students readily accepted the proposal from above department and voluntarily accepted with the consent of their parents and joined Health Department and Police Department and performed assigned duty.

The Practice:

Volunteer students were divided in three categories by college according to work allocation.

1. NCC Girl cadets for Mask making
2. NSS Volunteers for Vaccination help
3. NCC Boy cadets for Police Department.

1. Mask Making:

NCC college unit ,Vadali comes under 34 Battalion, Himatnagar. The same Battalion required some cadets for mask making to serve people and protect form infection of Covid- 19. Eight girl cadets from NCC Girl unit, Vadali joined 34 Battalion Himatnagar on the   for mask making. Work distribution planned to make mask among eight girl cadets. 2 girls for cutting the cloth, 2 girls for sewing mask, 2 girls for fixing elastic and 2 girls for mask packing. The girl -cadets worked for one week and prepared 1500 Masks. Masks were donated to The Collector, Sabarkantha district. Some masks were distributed to "Divyang" (Physically Challenged) persons also.

2) Vaccination Programme:

Three NSS volunteers served with local Health Department, Vadali Taluka in Vaccination programme. On the request of local Health Department, three NSS volunteers readily joined and served. They served under the guidance of Medical Officer for Vaccination to rural people. This way NSS volunteers served as Corona Warriors.

1. Work with Police Department:

To maintain rules and orders during Covid-19 Pandemic, Police Department requires some man force as volunteers to work with Police force as volunteers, to maintain law and order during lockdown. According to Act -144 people cannot go out from home without permission. Local Police Department, Vadali required some volunteers. Six NCC boy cadets voluntarily and with the consent of their parents joined and served with Police Department. They followed the instructions of the Police office and strictly worked accordingly. This way NCC boy cadets worked as Corona Warriors.

4) Evidence of Success:

The institution inculcates values in students. Students accepted to serve during Covid-19 Pandemic with Health Department, Police Department and Mask Making. These activities were very inevitable and serving for society to prevent from Covid- 19 infection. Above activities were Life- Saving activities. Students served were actively and enthusiastically.

- District Collector, Sabarkantha awarded to the mask making cadets with certificate.
- District Superintendent of Police, Sabarkantha awarded NCC cadets with certificate for their valuable service in Police Department.
- Local Health Department praised students who served during vaccination programme.

5)Problem encountered and resources required:

- Covid- 19 Pandemic's impact was very dangerous and death

knelling. Infection was spreading through air while breathing and hand to hand contact. As an institution it was a big challenge to call the students and prepare them to work with various departments, to work outside their village. They might be affected with Corona infection. In that situation it was very difficult to convince the students as well as parents of the students.

Value of serving the nation persuaded to students and their parents. Safety precautions were taken like social distancing, use of mask, use of sanitizer. Students voluntarily joined the various department and rendered the society and nation during Covid-19 Pandemic.

No student was infected by Covid -19 during serving the various department.

6) Remark:

Today Covid-19 is under control and people live normal life with safely measures. Vaccination of many people resulted in controlling Covid-19. The institution takes pride that some students rendered service of society and nation through working with various departments during Covid-19 Pandemic.

Best Practice -02

Title: - Yoga Trainer Training Camp.

Objective: - To boost health and immunity of people through 'YOGA' during Covid-19 Pandemic.

The Context: -

Covid-19 Pandemic has very deadly infection ratio among all over the world. India had been passing through the same phase and people were getting infected and hospitalized. Doctors and Experts declared to be having good immunity to fight against Covid-19. Besides food hygine, social distancing, 'Yoga' is an ancient tradition of India to keep mind and health fit and fine. The college provided the resources and students to organize 'Yoga Trainer Training Camp'.

Organizing camp with proper social distancing, use of sanitizer and mask were necessary. During YOGA practice masks were removed.

Planning: - 'Gujarat State Yoga Board' Gujarat and Our College's Sports Department organized 'Yoga Trainer Training Camp' from 14-02-2020 to 17-03-2020. 27 candidates participated in the training camp. This training camp was of 80 hours. Various light exercise, various 'Asanas', 'Pranayama', 'Suryanamaskra', chanting of 'Om' were the part of this training. Mr. Narendrasinh B. Bhati served as a Coach, he is an official 'District Yoga Trainer' by Yoga Board, Gujarat. Fortunately, he has been an alumnus of our college. The training starts at 7 am morning to 9 am morning. In the beginning 'Om' chanting was done. Some online sessions of Yoga experts like Shishpalji, Bhanubhai Chauhan, Prakashbhai provided coaching and guidance. The training has following patterns;

- First chanting of 'Om Kar'.
- Light and simple exercises Like Neck bending, Shoulder stretching, Shoulder Rotation, Waist movement, Knee exercise…etc. for warm up and muscular strength.

Then 'Aasana' were practiced.

There were four types of 'Aasana' practiced.

1. Aasana with Standing Position.
2. Aasana with Sitting Position.
3. Aasana with Chest Position.
4. Aasana with Back Position.

1. Aasana with Standing Position: Various 'Aasana' were Practiced in this position. 'Tadasana', Vrukashashna , Pad-Hastasan, Ardh- Chakrasana, Trikonasana.
2. Aasana with Sitting Position.

'Bhadrasana, Dantasana, Vajrasana' were practiced and coaching was given to trainers.

1. Aasana with Chest Position.

'Makarasana, Bhujangasana, Salbhassana, were taught and practiced.

1. Aasana with Back Potition.

'Setubandh Sarvangasana, Uttanpad Aasana, Ardh-Halasana, were practiced.

More than above Aasana', 'Pranayama, was practiced. 'Kapalbhati', 'Anulom-Vilom', 'Shitali', 'Bharamari', 'Dhayna'' were practiced. At last 'Suryanamaskara' was done by the trainees.

The Coach himself performed Aasana, Pranayama and gave proper guidance to the trainers.

Evidence of Success:

At the end of the Training Camp, examination was conducted by 'Gujarat Yoga Board', Gujarat. Out of 27 participants, 20 participants were passed. Passed participants were given certificate as 'Yoga Trainer'. They are certified as 'Yoga Trainers'. They can conduct 'Yoga Classes' in their villages and nearby areas. For that they were given some remuneration from the 'Gujarat Yoga Board', If they conduct 'Yoga training camp' according to rules and regulations. So many people from surrounding villages would get benefit of Yoga.

In Covid-19 Pandemic, Health fitness and boosting immunity would help to fight against infection of Covid-19. Pranayama enhances Lung capacity. So, this camp has valuable results to fight against Covid-19.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

- Title: Teaching-Learnig through Online Platform
- The college was established in June 1995 with Arts faculty offering 3 main subjects Gujarati, Sanskrit and History.
- Vadali was a rural and interior place situated in a backward district Sabarkantha.
- The primary mission of the management 'Shree Vadali Kelavani Mandal,Vadali' was to provide higher education to the rural, interior and backward caste students; boys and girls. Mission to develop their overall personality and character to serve society and nation.

- The Managing body, The Principal and IQAC committee held meeting to discuss, review and for quality improvement at regular intervals. The IQAC plans and execute academic and co-academic activities in tune with academic calendar.

Teaching- learning: The institution 'Arts Collage, Vadali' is managed by "Shree Vadali Kelavani Mandal, Vadali'. The trust has President, Secretary, Governing body and members of the trust.

The president and the secretary held meeting with the Principal, IQAC body, faculty and staff at the beginning of the academic year. Discussion is made, suggestions are welcomed. They provide guidance. They also ask about requirements. They put emphasis on quality improvement in all aspects of education.

Principal is an administrative head. Teaching- Non teaching staff works under vision of principal. Various committees are formed to allocate work. Faculty is Placed as In-Charge, students' representatives are part of many committees. The committees are given full authority to plan and implement any activity.

The year 202-21 was a year of covid-19 Pandemic. The college was opened and closed frequently due to Lock-down. The government declared various guidelines of lockdown, work from home, SOP, maintaining social distancing from time to time. So students could not come to college, Teachers could work from home, work from campus. Students could not be allowed in the classrooms.

IQAC committees held a meeting with faculty. The agenda was to continue education of the students. After much discussion the resolution was made that online platform should be used to continue education with the help of Android Phone. The management agree to set-up Wi-Fi for internet connection. The principal gave guidance and authority to IQAC committee to plan and implement the online education set-up for students. The IQAC allocated work to the faculty to implement online education.

Work Allocation
Faculty Name

1. To Create WhatsApp Group for Students semester-wise

And subject Wise

Semester – IPro. B.D.Patel

Semester - IIDr. D.A. Patel

Semester – III Pro.Artiben Rathod

1. **To organize training for faculty for online Platform**

- **IQAC Co-Ordinator   Dr. D.A. Mehta**

- One day training programmes was organized on 30/06/2020 and resource person Mr. Kamleshbhai Suthar practically showed faculty how to use Google Meet Platform. How to create Meeting, how to generate link, hoe to distribute link in WhatsApp group, and how to start online class.

- another training from the Gujrat government organized for online platform Microsoft – Teams and faculty attended enthusiastically.

1. **Registration of students in Microsoft teams Platform**

Semester – IDr. P.R. Patel

Dr. B.D. Patel

Semester – II Dr. J.G. Chaudhari

Dr. D.A. Patel

Semester – IIIDr. T.D. Patel

Pro. Artiben Rathod

Registration process is Completed of the Students semester-wise and subject wise.

1. **Planning of Lectures and Technical Guidance.**

- Dr. G.A. Desai

Dr. G.A. Desai planned lectures and provided technical supported to the faculty for online platform. He provided guidance also to the students. He welcomed problems of the students and resolved them tactfully.

1. Conduct of lectures on time-table wise.

- Dr.T.D. Patel

Dr. T.D. Patel made Time-table and circulated on WhatsApp group of students to inform them about timing of lecture.

1. Online Orientation of students.

- Principal
- Dr. D.A. Mehta
- Dr. G.A. Desai

At the beginning of online study, orientation was necessary for students how to join lectures online. Students were given detailed idea and information how to use lecture link and how to attend lecture, when to keep mute, how to raise hand to ask question… etc. the students given detailed orientation.

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- All Faculty

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(8) Providing Study Material

- DR. R. R. JOSHI

Questionnaire and Study material is prepared in each and every subject and posted on the WhatsApp group of students. Students can download them and make use of it at home. DR.R.R. JOSHI guided faculty how to prepare PDF file of the study material.

Online Internal Test:

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The data from google sheets collected. Results were prepared. Then weak learners were given online teaching, study material, objective M.C.Q type questionaries to improve the subject knowledge. Educational video link is provided to watch and make preparation at home.

University Result of Last year Students B.A Semester 6 is as follows;

Distinction: 38 Students

First Class: 81 Students

Second Class: 02 Students

More than this social contribution by college students during Covid-19 pandemic in the form of mask making and distributing, helping medical staff in Vaccination programme, helping Police department during lockdown. These actions of the students shows that the institution has been successful in inculcating values to serve society and nation.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated to Hemchandracharya North Gujarat University, Patan. The college follows the curriculum designed by the university, there is a board of studies (BOS) at university level, which prepares the syllabus. We have 3 faculty members who have been serving as members of BOS. They havewd contributed in forming syllabus of semester system which is called 'Choice Based Credit System' (C.B.C.S.)

- IQAC holds meeting at the beginning of the academic year and discusses academic plan of the year.Academic Calendar,Time table, Teaching plan are prepared at the beginning of the academic year.

Academic Calendar

Academic Calendar is prepared in tune with the University Academic Calender.

It includes Academic, co-academic and extra-curricular activities during the year.

Teaching,expert lectures, cultural activities,NSS,NCC activities,celebration of various days are planned and implemented during the year. Planning of internal examination and university examination are included.

Teaching Plan

- Prinipal holds the meeting with the Faculty and HOD of each subject and discuss about distribution of the papers semester-wise.Hod allocates papers and distribute lectures paper wise. Work load is distributed among faculty members.
- Prospects
- Prospects of college is prepared. It has information about offering subject at college level, information regarding NCC, NSS, Sports, Cultural activities.Prospectus is distributed in surrounding villages, with admission form so that the students can choose the subjects and activities of

their own interest.

- Academic diary
- Academic diary is prepared for the effective implementation of the curriculum.
- Paper-wise and semester-wise teaching plan is prepared by each faculty and implemented accordingly during the academic year. HOD and the Principal check the academic diary.
- Orientation programme: Orientation programme is organized for the freshers to make them aware about curricular, co-curricular, extra-curricular activities, examination pattern of semester system....etc

- Inviting Subject Experts
- Subject experts from other colleges and universities are invited. Due to Covid-19, lockdown online teaching was done. Link or videos of expert lecturers are given in the Whatsapp groups of the students so the can watch the lectures from home.
- Feedback: The institution takes feedback from the students regarding curriculum, Overall activity and also about quality of teaching of faculty. Feedback committee analyses the responses and make discussion with the Management, Principal, IQAC and Faculty members. Necessities and requirements of the students taken into consideration and all stake holders try to fulfil the requirements. Teachers are advised to make more improvisation in terms of qualitative enhancements of academic and co-academic activities.
- The management also provide feedback in terms of yearly activities at the end of academic year and their suggestions are taken into consideration and implemented accordingly.
- Assignment and project work are introduced, so that participation of the students are involved.
- ICT The college has 2 ICT enabled class rooms and a computer laboratory.
- Use of ICT for Teaching:
- Due to covid-19 pandemic teaching was possible through online platform like Google Team, Mictrosoft Teams ..etc. Faculty make use of such platforms on Smartphones and teach the students online.

- **The college website is also up-dated with programmes and new syllabus.**

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	http://artscollegevadali.org/wp-content/uploads/2021/10/1.1.1.pdf

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

- **Academic calendar is prepared in tune with University Academic Calendar. Principal, I.Q.A.C and the faculty discuss and plan academic, co-academic and extra-curricular activities. Academic Calendar plans activities month- wise and distributed various activities in two terms.**
- **For Teaching students Time-table is prepared subject wise and papers are distributed. Internal tests, assignments, question -answer in class- rooms are implemented. Students level is checked and necessary steps are taken to improve their educational level. Practise material, Study material are also provided.**
- **Seven division committee performs various activities like Rangoli, Drawing, Mahendi, Clay modelling, Elocution, Mime, One-act play, Teacher Day, Essay writing, Song Dance…etc. During the year and according to Academic Calendar, Judges / Referee / I.Q.A.C. and Principal /Member of Management remain present and suggestions are taken for better improvement.**
- **Sports Committee arranges Annual Sports day in which various sports games are arranged. Sports students given coaching for various sports, Games during the year Physical Instructor and participate at inter – college level at H.N.G. University Patan. Referee /Judge decides rank of the winners.**
- **NSS and NCC performs routine activity like Cleanliness Camp in Village, Weekly parade, attending CATC camps and other social services. Mask making and distributing helping Police, helping medical staff by Cadets and Volunteers during Lock Down.**
- **Examination committee conducts internal teats. Online**

internal test by Google Forms were arranged. Mark- sheet was prepared. Weak students were given extra teaching and study material to improve their level. Clever students advised to make use of reference books from library. Principal, IQAC and Examination Committee evaluates the result and try to take necessary steps to improve quality and level of students.

- Feedback from students also shows strength and weakness. Analysis is made suggestions are taken into consideration and necessary steps are taken to fulfil requirements of the students as well as for better improvement in terms of educational aspects.

- In most of the activities the Management - President or representative remain present. They evaluate the activity, discuss with the Principal. The Principal and IQAC take necessary steps to improve quality in all aspects.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://artscollegevadali.org/wp-content/uploads/2021/10/1.1.2.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

02

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

80

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

80

File Description	Documents
Any additional information	View File
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 institution is situated in rural and remote area, district Sabarkantha. The district is also declared as back-ward district. Majority of the students are from SC/ST/OBC Castes. The college has almost 50% of women students.

Curriculam

Three main subjects are offered Gujarati, Sanskrit and History which inculcates human values, ancient knowledge of living life in tune with others and with whole earth. Various subjects offered in each semester as Elective Generic subject. Historical and ancient culture inculcated by History subject. Elective generic subjects include Indian constitution, great epics, sports, environment and disaster management, study of great leaders, modern history of India, health, food, personality development..etc. These subjects inculcates human values, national pride, honesty, social service, cultural heritage, sportsmanship, inspiration from great leaders..etc.

Gender Equity:

- Almost 50% of the students are girl students.
- A separate room for girl students.
- Principal and Two women faculty as members in 'Women Cell' to look after Girls Issues. Speech and awareness programme on'Woman Empowerment' organized.
- N.C.C. has two units Boys unit and Girls unit also. Both participate in N.C.C. campus as district level, state level.
- N.C.C. Girls Cadets made mask in collaboration with 34,battalion, Himatnagar during Covid-19 pandemic.
- N.S.S. unit has almost 50% of girl voluntaries.
- Sports unit has various girls teams like Kho-Kho, Kabaddi.
- Many college committees have a boy and a girl representative student.
- Girl students take part in various competitions at university youth festival.
- Awareness programmes 'Save Girl child' among college students.

Environment and Sustainability:

The institution is situated in remote areas surrounded by Aravalli hills and Polo Forest. The rural students also love trees and forests. The institution takes following steps for the betterment of environment:

- 'Environment and Disaster Management' subject is included for the students of semester III
- The institution is surrounded by green fields. The institution tries to maintain eco- friendly atmosphere.
- Use of plastic is avoided.
- Tree plantation is made in campus and surrounding villages in collaboration with the forest department, Vadali.
- There is a small Garden with lawn and plants is developed.
- Proper care is taken to maintain trees, plants and garden.
- Separate bore is made for water resource.
- Every year rallies, drawing competition, are organized on 'cleanliness theme'
- N.C.C. and N.S.S. units keep campus clean with 'cleanliness Drive'.
- 'Swachata Abhiyan'is celebrated with Cleanliness in the campus and classrooms.

Human values and Professional Ethics:

The faculty members try to inculcate humanity, discipline, unity, non-violence, truth, nationality during their teaching learning process. Co-Curricular and Extra – Curricular also inculcate such values in the students.

- N.C.C. units held various activities like traffic awareness, cleanliness drive, helping the police staff during lockdown. It inculcates nationality and discipline in the students. Cadets participate in NIC,ATC,CATC camps.
- N.S.S. volunteers perform many social activities among the rural villages like weekly camp, one day camp...etc. They perform Cleanliness drive, Save Water, Women empowerment, mask making and distributing...etc. it inculcates discipline, social service, unity and such values are inculcated in the students.
- Sportsman spirit is developed through sports activities.
- Yoga practice and 'Yoga day' is celebrated for mental and physical health.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

00

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

1002

2.1.1.1 - Number of sanctioned seats during the year

1040

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

857

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

After completion of admission process, class-room work starts. The college organizes orientation programme for new entrants at the beginning of academic year. The students are informed about semester system, syllabus, paper style, discipline, examination pattern, N.C.C., N.S.S., Sports, Saptadhara, Co-curricular and Extra- curricular activities.

- In the classroom the teachers make students aware about syllabus and units of particular subject and university paper style also.
- The teachers evaluate the first-year students on the basis of 12th results and marks of related subjects.
- Extra lectures have been arranged for slow- learners. They are taught basic things related to the subjects. Study material and Practice material are given to the students.
- In the class room teaching, the teachers always keep in mind the slow learners and average students and start teaching from basic level of related subject
- For advance learners, the faculty suggests them to make use of reference books from library. They are given practice material also.
- They are given suggestion to prepare for competitive examination, future career option.... etc.
- Students are given personal counselling also.
- In the class-room active participation of the students is ensured with interaction, discussion, assignment, seminar presentation.... etc.
- The students are given necessary assistance for project work and assignments.
- Students also take part in various activities like elocution, essay writing, drawing, singing, sports, N.C.C. activities, N.S.S. activities at college level and also at

university level.

- **Scholar students guide some slow- learner in friendly atmosphere.**
- **Due to Covid-19 pandemic students are given online guidance in related subjects.**
- **Study material provided on students whatsapp groups, Teachers created their own educational videos on their own channel on Youtube and links of the video provided by Whatsapp groups of the students semester-wise.**

File Description	Documents
Link for additional Information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.2.1-upload-with-link.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1002	11

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Majority of the students come from rural back-ground. The teachers keep in mind their socio-economic level and teach accordingly. Due to Covid-19 pandemic classroom lectures were not possible. Use of ICT and Smartphone to teach students Online through various platforms like Microsoft Teams, Google Meet, Teachers' Educational Videos on Youtube.

- **The teaching learning is students centric.**
- **Online display, Oral examples, PPT, discussion, Question-answer, assignments, project work ...such tools are used.**
- **Grammar and language skills are taught.**
- **Lecture method is used.**
- **Students are given project work, assignments to complete at home.**

- **Practice material is provided**
- **Social work through NSS, NCC activities**
- **Nationality and discipline through N.C.C. units.**
- **All- round personality development through above activities.**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.3.1-upload-with-link.pdf

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

Teaching learning is a two-way process. It requires innovation and creativity from teachers' side and active participation from the students' side. The teachers make use of multi-media teaching aids like OHP, LCD, Computer..etc. for effective teaching. Audio-visual aid has different effect on students.

The year 2020-21 was a year of covid-19 Pandemic. The college are opened and closed frequently due to Lock-down, students cannot come to college, work from home, work from campus but students are not allowed are the different scenario during the year.

The principal gave guidance and authority to IQAC committee to plan and implement the online education set-up for students. The IQAC allocated work to the faculty to implement online education.

1. **To Create WhatsApp Group for Students semester-wise and subject Wise**

1. **To organize training for faculty for online Platform**

- One day training programme was organized on 30/06/2020 and resource person   Mr. Kamleshbhai Suthar practically showed faculty how to use Google Meet Platform. How to create meeting, how to generate link, how to distribute link in WhatsApp group, and how to start online class.

- Another training from the Gujrat government organized for online platform Microsoft – Teams and faculty attended enthusiastically and implemented accordingly.

1. Registration of students in Microsoft teams Platform

    Registration process was completed of the students; semester-wise and subject wise.

1. Planning of Lectures and Technical Guidance.

    Dr. G.A. Desai planned lectures and provided technical supported to the faculty for online platform. He provided guidance to the students also. He welcomed problems of the students and resolved them tactfully.

1. Conduct of lectures on time-table wise.

    Dr. T.D. Patel made Time-table and circulated on WhatsApp group of students to inform them about timing of lecture.

1. Online Orientation of students.

    At the beginning of online study, orientation was necessary for students how to join lectures online. Students were given detailed idea and information how to use lecture link and how to attend lecture, when to keep mute, how to raise hand to ask question… etc. the students given detailed orientation.

1. Conduct 0f Lectures

    Faculty must adhere to the time-table and take lecture online (work from home) and the screen shorts of lectures were sent to the collage WhatsApp group daily.

    (8) Providing Study Material

    Questionnaire and Study material is prepared in each and every subject and posted on the WhatsApp group of students. Students can download them and make use of it at home. DR.R.R. JOSHI guided faculty how to prepare PDF file of the study material.

Online Internal Test:

The online internal test conducted through Google forms in each and every subject. Due to Covid-19 Pandemic class-room test or physical test was not possible, due to SOP of the government. Question paper were prepared on Google forms, link of Google forms were generated on WhatsApp groups of students. Students were informed and oriented how to appeared online test. Demo test were conducted. The question paper was of 20 marks and having objective type with multiple choice answers. The students participated enthusiastically.

The data from google sheets collected. Results were prepared. Then weak learners were given online teaching, study material, objective M.C.Q type questionaries to improve the subject knowledge. Educational video link is provided to watch and make preparation at home.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://artscollegevadali.org/wp-content/uploads/2021/12/2.3.2-only-uploding.pdf

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

10

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

08

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

196

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

- University implemented semester system at UG and PG level with Choice Based Credit system (CBCS) and college follows the same pattern.
- The college has implemented internal tests, assignments, project work, internal examination...etc.
- Examination Committee is formed which arranges examination and make necessary reforms.
- Orientation programme is held to make aware about examination pattern and internal tests of the college.
- Due to Covid -19 Pandemic, classroom examination was not possible. So examination committee planned to take online internal test of various semester through Google forms.
- The online internal test conducted through Google forms in each and every subject. Due to Covid-19 Pandemic class-room test or physical test was not possible, due to SOP of the government. Question paper were prepared on Google forms, link of Google forms were generated on WhatsApp groups of students. Students were informed and oriented how to appeared online test. Demo test were conducted. The question paper was of 20 marks and having objective type with multiple choice answers. The students participated enthusiastically.
- The data from google sheets collected. Results were prepared. Then weak learners were given online teaching, study material, objective M.C.Q type questionaries to improve the subject knowledge. Educational video link is provided to watch and make preparation at home.
-
- The details of evaluation are communicated to the students.
- 20+10 = 30 internal marks pattern is implemented.
- Marks of each and every test is displayed on notice board.
- Computerized marksheets are prepared of each semester and displayed on notice board.
- University examination contains of 70 marks.
- College internal marks is uploaded to University is on-line process.
- Every class room is equipped with surveillance of CCTV, so any kind of mis-conduct is recorded.
- College tries to retain copy free atmosphere during examinations.
- Faculty members themselves drew and checked internal examination papers.

- University arranges central assessment system in which faculty members go to university center for assessment and evaluation of papers.
- Marksheets are prepared subject wise and class wise, including internal marks.
- Demand for re-assessment is forwarded to university in prescribed format.
- At college level, examination related grievance applications are taken from the student and the examination committee solves the issue transparently.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.5.1-upload-with-link.pdf

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

The institution runs B.A. Programme at UG level consists of six semesters.

-        Each year has two semester and two internal examinations at college level and two

            external examinations at university level.

    -     At the beginning of academic year examination Committee is Formed consists of the   principal and two Senior members from the faculty.

    -      The examination committee plans and arranges monthly tests, internal examination and also university examination.

    -      The pattern and system of internal examination and internal marks system is conveyed to the students.

    -      examination related notices circulated in the class rooms and also displayed in the notice boards.

    -      The faculty members draw question papers of their related subject and it/they kept confidential.

     -      Photo- Copies of question papers are made in the

presence of a member of examination committee, in the college premises, with a photo- copier.

- The bunch of papers packed, sealed and kept in safe with lock and key in presence of the principal.

- The college has enough Class- rooms and benches to make sitting arrangement of the students properly.

- Only two student per bench is arranged.

- All faculty members and non-teaching staff make Junior supervision, so less chance of irregularity or copy case.

- Mobile phones are not allowed in the class room during examination.

- CCTV surveillance ensures transparency during examination.

- Marksheets are prepared computerized with internal marks and marks of assignments/tutorial/project work etc.

- Marksheets and Internal marks are displayed on college notice board.

- Monthly test scheme is useful for continuous evaluation system.

- In case any student misses the internal examinations, due to ill-ness or due to N.C.C./N.S.S./Sports Camp, Re-test is arranged, prior the application is taken from the student.

- If any student is not satisfied with marks, he can write an application and the teacher of the subject see his answer-sheet and convince the student accordingly.

The following steps are taken to redress grievances and make the examination transparent.

At college level:

Examination Committee is formed of Three Faculty members, having In-Charge and Two Members. The Examination committee held meeting

with the faculty members in presence of the Principal. How to conduct internal tests in fair, free, transparent and copy free atmosphere is discussed.

- Teachers of related subjects and semester draw question paper of internal examination and submit to Examination committee. Whole process is confidential.
- The faculty members make evaluation of seminar/assignments, internal tests and internal college examination most objectively. So hardly any case of grievances regarding evaluation.
- Due to Covid-19 pandemic classroom examination were not allowed by the government, Online internal tests were conducted through google forms and link of the related paper were sent on whatsapp group of students at the time of conducting examination.
- MCQ type question-answer pattern of online internal test were followed.
- The teachers prepared internal-marksheet of their own subject without any partiality.
- Retest was arranged for the students who missed the first test due to technical reason or illness.
- If any student feel grievance, he can apply to examination committee in written form and the faculty member re-look at his answer paper. This process is done in a one week.
- Absent student can appear for re-test.
- Internal marks are displayed on notice board and also posted on whatsapp groups of the students semester-wise and subject-wise.
- Internal mark-sheet is uploaded to university on-line.
- CCTV surveillance and CCTV footage recording ensures transparency and in case of any doubt or grievance, footage of recording is checked, and decision is taken accordingly.

At University Level:-

- During university examination above pattern is followed and also two senior members remain present from other college as a member of university squad. In case of any mis-conduct, they take necessary action.
- The student has the right for re-evaluation or re-totalling or re-assessment according to rules of university examination after filling forms and necessary procedure.
- University daily collects bundles of answer sheets from colleges during examination. So, there is no chance of any misconduct.

File Description	Documents
Any additional information	View File
Link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.5.2-upload-with-link.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college runs B.A. programme offering three main subjects Gujarati, History and Sanskrit. Defence study as subsidiary subject and English as a Compusary subject in every semester.

- It is a CBCS semester pattern having 4 credits of each main paper.
- Each year has two semesters. Six semesters have 144 credits points.
- Programme outcome (PO), Course Outcome (CO) and Programme Specific Outcome (PSO) are displayed on college website.

The institution has many committees like IQAC committee, 'Saptadhara' Committee, N.C.C. units, N.S.S. units...etc for planning and implementation of curricular, co-curricular and extra-curricular activities.

- Various committees evaluate their programme outcome.
- The principal and IQAC committee also monitor qualitative progress of each and every program and suggest necessary changes for qualitative improvement.
- Gujarati is a mother tongue of Gujarat. So, students become aware with Gujarati Literature.
- Sanskrit is a classical language, it retains our ancient traditions and culture, so students get benefit of such incredible Indian Culture and Tradition.
- History is a Subject, which is not offered in any nearby colleges, so students come from remote areas to study History as a main subject. The students learn about past civilization, wars, freedom movement and present condition of India.
- The students opt for higher education like M.A., B.Ed., LL.B , MSW and attempt in various competitive examinations of Gujarat Government.
- N.C.C. has boys and Girls units. The cadets benefited with

discipline, nationality in them. The attend campus and pass 'B', 'C', cert. Exams.

- N.S.S. unit has 100 volunteers to perform social activities like Cleanliness drive, literacy campaign, one week camp, etc and try to make aware rural people about various issues. The students are benefited with sense of brother-hood, co-operation, social-unity, discipline...etc.
- N.S.S. volunteers benefited with social unity, social service and cleanliness.
- Sports students develops sportsmen spirit a part from taking part at inter class, inter college and inter university level.
- N.C.C. / N.S.S. / Sports students attempt for services in army, home guard, SRP and Police department.
- 'Saptadhara' has various seven committees which arranges various competitions like singing, drawing, Rangoli, essay writing, mono acting, group dance, quiz, G.K. etc to develop artistic sense in students.
- The graduate students also make preparations for competitive examinations like GPSC, TET, TAT, Talati, Class-II &III, Constable, SRP, Army...etc.
- Sports students Boys & Girls get selection at inter-university level also in Kabaddi, Kho-Kho, run...etc
- Some students achieved ranks / medals at inter-college competitions.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.6.1-1-upload-with-link.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution is managed by the Trust 'Shree Vadali Kelavani Mandal, Vadali'. At the beginning of every year The President and The Secretary held meeting with The Principal, IQAC committee, Faculty members and discuss the yearly planning and put emphasis on qualitative enhancement. Last year's weak area are also discussed and suggestions are welcomed and implemented accordingly.

At the end of the Academic Year above mentioned body meet once again and evaluate the yearly programmes. Suggestions are given by the Management and from the Principal. The whole staff work in tune with the Vision-Mission of the college.   The institution has many committees like IQAC committee, 'Saptadhara' Committee, Sports Committee, N.C.C. units, N.S.S. units...etc for planning and implementation of curricular, co-curricular and extra-curricular activities.

Various committees evaluate their related program outcome.

- The principal and IQAC committee also monitor qualitative progress of each and every program and suggest necessary changes for qualitative improvement.
- The institution runs B.A. course with Gujarat, Sanskrit and History as main subjects.
- For effective implementation, academic calendar is prepared, academic dairy is also prepared, internal examination and evaluation system is helpful for academic evaluation.
- N.C.C. has boys and Girls units. The cadets benefited with discipline, nationality in them. The attend campus and pass 'B', 'C', cert. Exams.
- N.S.S. volunteers benefited with social unity, social service and cleanliness.
- Sports students develops sportsmen spirit a part from taking part at inter class, inter college and inter university level.
- N.C.C. / N.S.S. / Sports students attempt for services in army, homeguard, SRP and Police department.
- 'Saptadhara' has various seven committees which arranges various competitions like singing, drawing, Rangoli, essay writing, mono acting, group dance, quiz, G.K. etc to develop artistic sense in students.
- At B.A. level Gujarati / Sanskrit and History offered as main subjects.
- Self finance M.A. in Gujarati and History are run by college. Some students go for M.A. and then M.Phil orPh.D. for research after completion of M.A. Some students join B.Ed., M.S.W., L.L.B. after graduation.
- The graduate students also make preparations for competitive examinations like GPSC, TET, TAT, Talati, Class-II &III, Constable, SRP, Army...etc.
- Results of U.G. is analysed in the presence of the Principal, examination Committee, IQAC cell and the faculty members. Weak areas and strong areas are discussed.

Planning is made to remove weak areas of the students. falicited

- Sports students Boys & Girls get selection at inter-university level also in Kabaddi, Kho-Kho, Run...etc
- Some students achieved ranks / medals at inter-college competitions.
- N.S.S. unit has 100 volunteers to perform social activities like Cleanliness drive, literacy campaign, one week camp, etc and try to make aware rural people about various issues. The students are benefited with sense of brother-hood, co-operation, social-unity, discipline...etc.
- N.C.C. cadets also perform parades, traffic awareness programme, tree-plantation, blood-donation camp...etc. They take part in various campus and appear for 'B' and 'C' Certificate examination. Such students prefer to work in Indian Army and Police department.
- At the end of the academic year annual report of whole year activities are prepared and published and distributed among villagers, Trust Committee members and dignitaries.
- Last year ranked students in academic and Extra – Curricular activities are felicited with trophy and certificate in annual function of the year.\Annual Report has been publish and circulated to the members of the management and educationist and other dignitaries and oral feedback is taken to improve the quality of the institutional activities and programmes.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/2.6.2-upload-with-link.pdf

2.6.3 - Pass percentage of Students during the year

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

161

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://artscollegevadali.org/wp-content/uploads/2021/12/2.6.3.2-2-upload-with-link.pdf

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)

http://artscollegevadali.org/wp-content/uploads/2021/12/2.7.1-only-link-student-sati.-survey.xlsx

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)

1.8

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

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

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

02

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.ugc.ac.in/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

05

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

01

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

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

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

01

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

3.3 - Extension Activities

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

- NCC cadets NSS volunteers served as Corona Warriors. They had done following activities to serve society and nation.

- 1500 mask prepared and donated to district collector Sabarkantha.

- Cadets worked with police department during lockdown and covid-19 pandemic.
- Volunteers worked with health department in vaccination programmer.
- Corona awareness quiz was conducted online through Google Form to create awareness regarding covid -19.
- Covid -19 awareness painting save environment painting from home made by students 'Atma-Nirbhar Bhart' planning, Tree Plantation at home and at village, Relay Run under fit India movement –etc.
- Online yoga day celebrated.
- Mask making and distribution from home to home by NSS volunteers.
- To create Covid-19 awareness Covid -19 pamphlets were made.
- Online voter list correction programme was organized and awareness was created by social medial.
- Birth Anniversary of Subhash Chandra Bose was celebrated in seminar hall among college students and speech was given about life and work of Subhas Chandra Bose.
- Nation voter day was celebrated of Sabarkantha District at our collage.

- **Volunteers served in 'Pules Polio' vaccination mission to make society Polio free.**
- **72 Republic Day of Vadali taluka was celebrated in college campus in which Leaders, Officials, Society and students remained present. N.S.S, N.C.C, Sport and other Department actively remain present on Republic Day.**
- **Almost all staff member has been vaccinated of covid -19.**
- **Some have been infected by covid -19 and fought against covid -19 and recoved and joined duty after fitness.**

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/11/3.3.1-500-words-answer.pdf
Upload any additional information	View File

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

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

16

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	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

23

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

373

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

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

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
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 institution has adequate facility for teaching-learning process.**
- **The management has built a new building in a campus of about 7 acres for college in the year 2017.**
- **Total campus area is 26204 square meters**
- **College built up area is 3518 square meters**
- **The institution has 8 classrooms and 1 DELL Language laboratory.**
- **Two class-rooms are equipped with LCD projector.**
- **The college has library with 3002 textbooks, 9938 reference books and 19 academic journals/magazines. The library has soul software 2.0 purchased from INFLIBNET.**
- **The college has a DELL computer laboratory with 24 sets of computer, necessary chairs and table and proper furniture.**
- **The college has a seminar hall with seating capacity of many students, a stage, an LCD projector and other necessary facility like 225 chairs, 10 speakers, a podium.... etc.**
- **The college has a separate NSS room, and NCC room, Sports room, NAAC room with Computer sets and necessary furniture like tables, chairs, iron vaults.**
- **Girls 'room with necessary requirements.**
- **The college has a Principal room and an Administrative room also.**

- **Administrative room is well- equipped with 3 computers, 2 printers, internet connection, a photo – copy machine.**
- **The institution has open area of 10171 square meter in which various sports ground of like kho-kho, kabaddi, volley-ball, hand-ball, 200-meter track.... etc. Indoor games facility for Chess, Carrom and Yoga.**
- **The institution has a small garden with flowers and plants**
- **5 fire extinguisher sets to control fire.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/10/college-building_compressed.pdf

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

- **The institution has adequate facilities for sports and cultural activities.**
- **The college has a Cultural Hall/ Seminar Hall with 260 square meters. It was built in 2017 year. It has a stage, a mike, a podium, a sound system with10 speakers, a Casio, 2 microphone, 3 drum, a pair of Tabla to practise and perform cultural activities. Dance, singing, Annual day celebration and other festival are celebrated in the hall. The sitting arrangement of chairs are in ascending order. General lectures and Expert lectures, Thalassemia test, seminars are conducted in the Assembly -hall.**
- **Yoga day is also celebrated in the hall.**
- **The college has 26204 square meter open ground for sports activities. It has various out door grounds like kho-kho ground with 27*16 square meter, Kabaddi ground with 13*10 square meter, Volley-ball ground with 18*4 square meter, Hand-ball ground with 40*20 square meter, 200-meter track etc.**
- **Indoor games have chess / carrom facility.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/10/college-building_compressed.pdf

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

03

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/10/college-building_compressed.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0.09

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

4.2 - Library as a Learning Resource

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

SOUL software 1.0 purchased in Library in 28/9/2007. In which o data entries 8 thousands books entered. Full details of various topics are entered in SOUL software.

Then the Soul software 2.0. was updated in 2021. After installing soul 2:0 software in 2021 and converting the data, the process of further data entry is now underway. SOUL 2.0 has different types of models such as acquisition, circulation, serial Control, OPAC and administration. Each has a different types operation.

1. One-year issuing of books:

- 30 to 35 books are daily issues and returns.

- which can be calculated according to the working day per week.

1. Describe I.L.M:S with the name of the software: -

- SOUL 2.0 software purchased in the year 2021 in which circulation is processed after data entry of books and magazine. Which saves user's time.

1. SOUL software INFLIBNET

2. Partially
3. 2:0
4. 2021
5. Automation has been partially done.
6. Semi-Automation started from the year 2021.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://artscollegevadali.org/wp-content/uploads/2021/11/4.2.1-soul.pdf

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

A. Any 4 or more 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)

0.45958

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data

for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

37

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

4.3 - IT Infrastructure

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

- **The college has adequate computers, printers, L.C.D Projectors, a Computer Laboratory with a set of 25 computers and CPU.**
- **The institution upgrades its computer system as per requirement with necessary software, anti-virus.... etc. computer laboratory, office and Principal office have internet connections and with Wi-Fi Facilities.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/11/4.3.1-Bill-1.pdf

4.3.2 - Number of Computers

37

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	**B. 30 – 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

7.29042

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

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

The institution has adequate system to utilize and maintain physical, academic and support facilities.

Academic Facility: The institution has 8 classrooms with necessary benches, tables, chairs, fans and tube lights. Two class-rooms are equipped with LCD Projectors. So, the 8 Classrooms are sufficient at one time to arrange lectures of various subjects. The principle and the management of the college allocate funds to maintain or make repairing of physical facilities as per requirement and keep it them in good condition.

Computer Laboratory: (Language Laboratory) The institution has a computer laboratory (Language Lab) with 25 computer set, tables and chairs. The students learn Basic Computer Course in the laboratory. As per requirement, software is updated, necessary maintenance is made time to time hiring experts and keep the

computers up to date. The laboratory in- charge informs the Principle about the maintenance and the Principal allocates fund and hire the experts to keep them in good condition.

Sport facility: The institution has various grounds for sports activities. It has Kabaddi ground, Kho-Kho ground, Volley-ball Ground, Hand Ball Ground, Net-ball Ground, Athletics Ground.... etc. Indoor ground has chess, Carrom and Yoga ground. The college students practice various games, they take part at inter-class, inter-college, Khel-Mahakumbh Competition. Some students get selection at Inter-university level also. The Principal and the Director of Physical education maintains the records of utilization of these grounds. They appointed a person to maintain grounds on contract basis, he does work under the supervision of director of Physical Education. Cleaning the grass after monsoon, keep the grounds clean and fine.... etc. according to requirements.

Common Hall: The institution has a common hall for academic, cultural and Yoga practices. The hall is equipped with a stage, sitting capacity of 300 students, facility of fans, mike, speakers.... etc. Academic activities like lectures of experts are arranged. Cultural activities like dance, Garba, singing, elocution, Rangoli, drawing...etc. performed by the students. Yoga practice is also done in the hall, "Yoga day" is celebrated in the Hall. The Principal and the management allocate funds and maintain the hall in good condition as per requirement.

Library: The Library is equipped with soul software. It has many books, reference books, magazines and reading facility for the students. The sweeper of college keeps the library clean. The Librarian and the Principal make budget to purchase new books, magazines, cup- boards.... etc. budget for maintenance is allocated as per requirement.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/11/jgc-4.4.2.xlsx

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

839

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	http://artscollegevadali.org/wp-content/uploads/2021/12/5.1.3-Name-of-the-capability-enhancement-program-2020-21-Arts-collegeVadali-Corona-Awareness-Quiz.pdf
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

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student 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	[View File](#)
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	[View File](#)

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

8

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[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

104

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

`03`

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

`03`

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

STUDENTS COUNCIL ACTIVITIES (2020-21)

At the beginning of an academic year, 'Students Council' was formed under Guidance of Principal. Students representative have been appointed college level in various committees. Various Committees were formed for academic, co-curricular and extra-curricular activities. In-charge professors were appointed with other member professors in the various committees.One or Two students representatives were appointed in each committee. Career Counselling Cell, Grievance Redressal cell, NSS Committee, NCC

committee, IQAC various committees have students' representatives. College has 'Saptadhara' committee; under which there are various seven committees were formed.

1. Knowledge committee
2. Social Service committee
3. Music-Dance committee
4. Yoga-Sports committee
5. Art-Skill committee
6. Drama committee
7. Creative expression committee

Generally above committees organize various programmes and competitions among the students like singing, dancing, mono-acting, traditional dress day, Teachers' Day, Navaratri Garba (dance), mimicry, essay writing, sports games … etc. But due to Covid-19 pandemic classroom teaching and college level activities could not be possible. But the students performed some activities at their own and nearby villages with following guidelines of Government SOP and keeping social distancing.

- Tree Plantation at own villages by students on 07/07/2020.
- Distribution of corona awareness pamphlets in villages on 07/07/2020.
- Making of 1500 Masks and donated to District Collector, Sabarkantha by NCC Cadets.
- Celebration of World Yoga Day on 21/06/2020 by Faculty members, College Students by performing Yoga and Pranayama at Home due to Lockdown.
- Cleanliness Drive at Gota village for one day on 05/08/2020 by students under

'Swachata Abhiyan'.

- 'Voter Awareness Programme' organized on 18/09/2020 at College in Collaboration Mamlatdar Office, Vadali.
- Painting activity done under 'Aatma Nirbahr Bharat' on 20/08/2020 by 08 volunteer students.
- Relay Run drive organized under 'Fit India Movement' by 08 NCC Cadets on 01/12/2020
- 02 NSS Girl Volunteers served under 'Polio Vaccination Drive' with PHC center, Virpur village on 31/01/2021.
- 'Nation Voters Day' celebrated on 25/01/2021 in which 32 students participated, one of the students Mr. Mehulbhai Bharavad was honored by the government on the day.
- Online 'Çorona Awareness Quiz' on Google Form was organized

in the month of May,2020 by Sports Department of the institute with the help of students in which 285 responses received and digital certificate generated to the participants.

- 'Republic Day' organized and celebrated in the college campus at Taluke level in which NCC cadets, NSS volunteers, College Staff, Local Leaders and Mamlatdar and staff remain present. 03 Sports Students were awarded with certificate for their achievements at Inter-University participation by Mamlatdar, Vadali.

- 'Yoga Trainer Training camp' was organized in the institution by 'Gujarat State Yoga Board' and 'Sports Department' of the college. The Yoga camp was organized from 14/02/2021 to 17/03/2021 in which 27 yoga trainer including boys and girls attended the camp. This yoga camp was conducted training for 80 hours. District Yoga Trainer Mr. Narendrasinh Bhati served as coach, who is an alumnus of the college also. 20 students passed training successfully.

Student Council actively participated in above programmes.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/07/student-council-year-2019-20-converted.pdf
Upload any additional information	View File

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

390

File Description	Documents
Report of the event	View File
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

Alumni Association Contribution

Alumni Association is very active in our college. The institution register Alumni members free of cost. They contribute in various activities of the college. The association consists of teachers, Lawyers, Research Scholar , private businessmen and farmers.They participate in our college development and Programmes. They always help and collaborate with us in every way they can.

During the year 2020-21 most of the activities were done online because of Covid -19 guidelines. It includes Yoga Trainer Training Camp. Yoga teacher Narendrasinh B. bhati, the alumni has served in the camp.

- **In the celebration of World Yoga Day , we have performed Yogasana, Pranayama etc. at home .**
- **In the class of Yoga ,we collected feedbacks of participants.**
- **In the Fit India movement programme, we have made videos and uploaded on website.**
- **More over NSS, NCC held corona pandemic awareness programmes in our college with the help of Alumni Association.**

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/07/ALUMNI-STUDENT-converted.pdf
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	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

Vision – Mission

Vision

To provide higher-education to the youth of rural, interior and surrounding areas.

To develop overall balanced and healthy personality of students to contribute National development

To encourage women students for higher Education.

To enhance and to improve the quality and the standard of education.

Mission

To encourage maximum students for higher education

To make overall development of students through educational and co-curricular activities.

To set up programmes to develop Social and National awareness.

Continuous monitoring to improve the quality and the standard of education.

The vision and mission of the institution is to provide higher- education to the students of rural, interior and backward areas. To create educated man and women with better citizens to serve society and nation. The students can grow with ideals, morality and with better personality. Continuous efforts are made to enhance the quality of education in terms of curricular, co-curricular and extra – curricular activities. The institute offers B.A. Programme with three main subjects Gujarati, History, Sanskrit. The institute has created tradition of an academic excellence. Excellent results show the quality of Education. Many students achieved First, Second, Third… Tenth rank University results.

The students can participate in NCC/NSS, Sports, Cultural activities for overall personality development and inculcate values like social service patriotism, honest, unity… etc. Students attend various seminars, work-shops for self-development.

Governance: -

The institution has been managed by the Trust 'Shree Vadali Kelavani Mandal, Vadali'. The trust has The President, The Secretary and the Executive Body to fulfill the vision, mission statement of the institute. The trust has constructed New College building in almost 7 acres of land in 2017. The Management body takes interest in selection of the staff and faculty on quality base. The Trust provides necessary financial assistance to the institution to maintain and develop required things. The Management having meeting with staff and faculty, get information, make analysis and provide necessary suggestion and guidance to enhance academic quality. The Management also looks after the infrastructure, purchase of furniture, computers and maintenance of the infrastructure and College campus.

Principal is the head of the institution in terms of academic and administrative work. He is the link between the management and faculty and staff. He is also link between the university and the government. The principal and IQAC Co-Ordinator plan every year and evaluate previous year's result and

programmes.

The teachers follow an Academic calendar for curricular and extra-curricular activities. There are various committees to allocate work. NSS, NCC, Sports, Cultural, Seven division Committees, Examination committee...etc. The In-Charge of each committee are appointed, each committee has 2 teachers. The teachers organize their activities through various committees.

Principal is given full authority for administration. The principal runs the college in tuning with teaching and non-teaching staff. Academic calendar is prepared. Subject / department wise time-table is prepared. Various committees are formed to carry out curricular, co-curricular, cultural, sports, N.C.C., N.S.S. activities. In-charge is appointed in each committee with other faculty members as committee members. Each committee is given independence to arrange activity during the year.

For Administrative work, Principal assign work to accountant, Sr. Clerk, Jr. Clerk. They are given computers, internet and printers. Admission process, internal sheet of examination is online process. Campus and infrastructure are well maintained, kept clean. Any recruitment is done according to the rules and regulations of the government of Gujarat, H.N.G. University.

The college strictly follows rules and regulations of H.N.G. University and Gujarat Government, Education Department and U.G.C. Delhi.

The year 2020-21 is a year of Corona Pandemic. Lock-Down, Work from Home, Work from campus is the scenario during the year.

The teachers made educational videos and uploaded to their 'You Tube' Channels. WhatsApp groups are made of students; subject wise and semester wise. The link of YouTube educational videos are generated in WhatsApp group and the students watched the videos at home for study purpose.

Online platforms like Google Meet and Microsoft teams are used for daily lectures to take online lectures for students.

With the help of Google forms online demo test and internal tests of each and every subject conducted. Online orientation is conducted. Study material and questionaries are sent on WhatsApp group of Students.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/about-us/
Upload any additional information	View File

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

The institution 'Arts Collage, Vadali' has been managed by 'Shree Vadali Kelavani Mandal, Vadali'. The Trust has President, Secretary, Governing body and members of the trust.

The President and the Secretary held meeting with the Principal, IQAC body, faculty and staff at the beginning of the academic year. Discussion is made, suggestions are welcomed. They provide guidance. They also ask about requirements. They put emphasis on quality improvement in all aspects of education.

Principal is an administrative head. Teaching- Non teaching staff works under vision of principal. Various committees are formed to allocate work. Faculty is Placed as In-Charge, students' representatives are part of many committees. The committees are given full authority to plan and implement any activity.

The year 202-21 was a year of covid-19 Pandemic. The college are opened and closed frequently due to Lock-down, students cannot come to college, work from home, work from campus but students are not allowed in the classrooms.

IQAC committees held a meeting with faculty. The agenda is to continue education of the students during Covid-19 pandemic. After much discussion the resolution was made that online platform should be used to continue education with the help of Android Phone. The management agree to set-up Wi-Fi for internet connection. The principal gave guidance and authority to IQAC committee to plan and implement the online education set-up for students. The IQAC allocated work to the faculty to implement

online education.

                Work
Allocation
Faculty Name

1. To Create WhatsApp Group for Students semester-wise

And subject Wise

Semester – IPro. B.D.Patel

Semester - IIDr. D.A. Patel

Semester – III Pro. Artiben Rathod

1. To organize training for faculty for online Platform

- IQAC Co-Ordinator   Dr. D.A. Mehta

               - One day training programmes was organized on 30/06/2020 and resource person Mr. Kamleshbhai Suthar practically showed faculty how to use Google Meet Platform. How to create Meeting, how to generate link, how to distribute link in WhatsApp group, and how to start online class.

- Another training from the Gujrat government organized for online platform Microsoft – Teams and faculty attended enthusiastically.

1. Registration of students in Microsoft teams Platform

Semester – IDr. P.R. Patel

Dr. B.D. Patel

Semester – II Dr. J.G. Chaudhari

Dr. D.A. Patel

Semester – IIIDr. T.D. Patel

Pro. Artiben Rathod

Registration process was completed of the students semester-wise and subject wise.

1.   Planning of Lectures and Technical Guidance.

- Dr. G.A. Desai

Dr. G.A. Desai planned lectures and provided technical supported to the faculty for online platform. He provided guidance also to the students. He welcomed problems of the students and resolved them tactfully.

1. Conduct of lectures on time-table wise.

- Dr.T.D. Patel

Dr. T.D. Patel made Time-table and circulated on WhatsApp group of students to inform them about timing of lecture.

1. Online Orientation of students.

- Principal
- Dr. D.A. Mehta
- Dr. G.A. Desai

At the beginning of online study, orientation was necessary for students how to join lectures online. Students were given detailed idea and information how to use lecture link and how to attend lecture, when to keep mute, how to raise hand to ask question… etc. The students given detailed orientation.

1. **Conduct 0f Lectures**

- **All Faculty**

  Faculty must adhere to the time-table and take lecture online (work from home) and the screen shorts of lecture was sent to the collage WhatsApp group daily.

  (8) Providing Study Material

  - DR. R. RJ JOSH

  Questionnaire and Study material is prepared in each and every subject and posted on the WhatsApp group of students. Students can download them and make use of it at home. DR.R.R. JOSHI guided faculty how to prepare PDF file of the study material.

1. **Conducting Online Test**

- **Examinational committee**

  Examinational committee decided to conduct internal examinational of students through online platform. Google forms are made and examinational papers are prepared on Google forms and link were generated to WhatsApp group and the students participated in an online examination.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.1.2.docx
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At college level Principal forms various committees like IQAC committee, Disciplene Committee, N.C.C. Committee, N.S.S. Committee, Examinations Committee, Career Counseling Cell, Sports Committee, Library Committee, Saptadhara Committee...etc. One faculty member is appointed as in-charge of the committee, and one or two faculty members appointed as members of the body. Students' representative also taken in the various committees.

The committee is given independence to arrange programmes, activities with the consent of the principal. - Besides curricular programme, co-curricular and extra-curricular activities organized round the year. - N.C.C. / N.S.S. units are working.

The institution runs B.A. programme which has six semesters. - Time- Table is prepared, distributed to every faculty and department, it is also displayed on the notice board. - Work load is distributed among faculty members. - Academic diary is prepared for the effective implementation of the curriculum. - Orientation programme is organized for the freshers to make them aware about curricular, co-curricular, extra-curricular activities, examination pattern of semester system....etc - Various departments invite experts and arrange lectures of related subjects. - ICT : the faculty make use ICT also, Online lectures were introduced through various platfoms like Microsoft Teams, Google Meet, Youtube channels..etc.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.2.1.xlsx
Upload any additional information	View File

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.

Management:

The institute has been managed by the Trust 'Shree Vadali Kelavani Mandal, Vadali'. It has governing body consists of the president secretary, executive body and committee members.

Trust: 'Shree Vadali Kelavani Mandal'

President: Shri Takhatsinh Hadiyol

Secretary: Shri Amaratbhai Rabari

Treasurer: Shri Ranchodbhai Patel

Other Members: 24

Principal

The Principal Dr. Nareshbhai.R. Patel is an administrative head of the institution. Principal works in tune and vision of the management. Principal serves as a link among the Management, Teaching, Non-Teaching staff, students. The Principal adheres rules and regulations of the U.G.C., Education department, Gujarat and affiliated H.N.G.University, Patan.

I.Q. A.C

Internal quality assurance cell was established after first cycle of NAAC. It has 10 members comprising of chairperson, Co- ordinator,3 faculty members, one from administrative department, one from management representative, one member from alumni, one student representative, one from community and one from external expert.

The I.Q.A.C plans yearly activity and programmers in accordance with academic calendar of the affiliated H.N.G. University. The more focus is on quality-based activities. It also evaluates all aspects and discuss how to enhance the quality in academic co- academic extra-curricular aspects.

Teaching staff

Ten faculty members server as teachers. HOD of each subject allocate various papers and subject to their colleagues. Time -table is prepared and followed. Teachers are included in various committees for execution of activities. They also perform duty like giving and taking assignments, tests, internal tests, supervision in examination, drawing question papers, assessing examination papers of internal test and also at University examinations.

Non-teaching staff:

Four members are part of non-teaching staff. They perform administrative work like admission of students, fee collection, salary bills, scholarship, examination, finance and account, generate roll number and enrollment number ---etc.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	http://artscollegevadali.org/wp-content/uploads/2021/07/ORGANIZATIONAL-STRUCTURE-converted.pdf
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The following welfare schemes available for the College staff

Arts College Vadali Employees Credit Society' is formed for financial assistance and welfare of the employees.

It is a registered credit society. 15 Employees are Shareholder of the credit society. Employees can take loan up to Rs. 10 lakhs. Employees can deposit amount and can get interest on their deposit. Credit society has President, Secretary and Treasurer from the shareholder employees. The credit society pays dividend and bonus per year to the shareholder employees.

Support staff is given uniform every year.

12 days of casual leave is available to the teaching staff, 15 days Casual leave is available for non-teaching staff. The non – teaching staff can avail 30 days of Earned Leave per year.20 half pay leave of ten days leave can be commuted every year by every employee. Lady teachers can avail six months Maternity Leave. Male teachers can avail Paternity Leave for 15 days.

All the staff members can get duty leave to attend Seminars/ workshops and various Training

Programmers/ Orientation/ Refreshers/ Examination duties, as per the Government rules.

The staff-members are under insurance police 'Juth Vima Yojana' of amount 1 lakh rupees in case of death of an employee.

Graduaties,pension and other such Government welfare schemes are given to the staff.

Computer and library facility is provided to teachers for research work.

Grievance Redressal Cell takes care of the complaints of the students as well as staff.

Prevention of Sexual Harassment cell for women is formed.

Parking Facility is provided to all.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.3.1-vadali-dhiran-mandali.docx
Upload any additional information	View File

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

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

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)	<u>View File</u>

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

01

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	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

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

08

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	View File
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

As per UGC regulation 2010, It is mandatory for all faculty to prepare performance based appraisal in the prescribed format for career advancement. Promotions are based on the prevalent rules of UGC career advancement scheme by the appraisal parameters.

Institution has formed self-appraisal from for the Teaching staff. It includes participation in academic, co-curricular, extra-curricular, various bodies, administration, research and publication. The self-appraisal from includes lectures, examination duties, participation in seminars, training workshops, publication of research articles, research work, extracurricular activities, preparing results … etc.

- **Students feedback on teachers are arranged and collected.**

- **Management meeting with Principal and staff-members for evaluation of yearly activity.**
- **Timely activities and programmes of various committees.**
- **For non-teaching staff CCC computer examination is compulsory.**
- **For Teaching staff "CCC+" computer examination, and 'Hindi' subject of 10th or 12th standard or equivalent or above passing is compulsory as per rule of Gujarat government.**
- **Four employees passed above examination and some employees has filled forms to appear in the examinations.**

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/API-_1-4-6.3.5.doc
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

- **The college has both internal audit mechanism as well as external audit mechanism regularly.**
- **The office accountant keeps daily account update and after every fifteen days Principal checks the account sheet regularly.**
- **Financial income like various grants from Gujarat Government and UGC are updated by office accountant.**
- **Quotations are received and then purchase are done in terms of UGC grants.**
- **At the end of the financial year the audit sheet contains all credit of the financial sources and all debit of purchase and spent money.**
- **The internal audit is done at the end of every financial year by authorised Chartered Accountant Mr. Anil Patel & Company, Himatnagar.**
- **Last internal audit was done on dated**
- **No objection is found in internal audit by Chartered Accountant.**
- **External Audit is done by Senior Auditors from Higher Education Commissionaire Office, Gujarat Government, Gandhinagar.**
- **Last External audit for the years2016-17, 2017-18 was done on 21/09/2020 by Senior Auditors from Higher Education Commissionaire Office, Gujarat Government, Gandhinagar.**
- **No Objection was found in the report by external auditors.**
- **Audit of UGC grants were done by chartered Accountant and at the end of UGC Plan, utilization certificates were sent to UGC, Pune and UGC sends No Objection Certificate to college.**

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/AUDIT-REPORT-6.4.1.pdf
Upload any additional information	View File

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

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

4.5

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

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

Mobilization of Fund:

Financial Resoures:

- Grants from the Government and UGC.
- Fees from admission of the students
- Donations from Community / Society
- Financial Assistance from the Management / Trust

Utilization Policy:

- All Financial transactions are managed in a transparent and effective manner.
- There are two Bank Accounts. College Bank Account and The Trust Bank Account.
- Grants from the government and UGC are deposited in college Bank Account.
- Donations from Society, alumni and other resources are

deposited in account of trust.
- **All transactions are done with cheques and vouchers.**
- **Principal, President, Secretary are authorised persons to operate the Bank Accounts.**
- **All collections are deposited in the Bank and payments are made through Cheques.**
- **Internal Audit is done by Professional Chartered Accountant Mr.Anil Patel & company, Himatnagar.**
- **External audit is done by senior officials of Higher Education Commissionaire office, Gandhinagar.**
- **Utilization Certificates are sent to UGC, for UGC Grants and No Objection Certificates is received by UGC, regarding clear financial funds.**
- **The President, the Principal and the Accountant allocate necessary budget to various departments, committees according to requirements.**
- **The Principal ,the President of the College Trust and College Accountant are responsible for monitoring and controlling the financial procedures.**
- **Library has library committee which prepares list for purchase of books, reference books, generals and other requirements.**
- **Maintenance Committee decides about budget allocation and repairing and maintenance of the infrastructure and furniture.**
- **For UGC grants utilisation Purchase Committee is formed of The Principal,The President, The Office Accountant and a Senior Professor.**

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.4.3.xlsx
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

ITitle of the quality initiative by IQAC

Online Teaching
Corona Awareness Quiz
World Yoga Day Celebration
Workshop cum Training for the faculty to use online platform for online teaching
Mask making and Distribution
Aatma Nirbhar Bharat Painting
Microsoft Team Platform Training
Cleanliness Drive
Relay Run under Fit India Movement
Republic day Celebration
Voter Awareness Programme
Cleanliness Drive related Drama
Books Exhibition
Yoga Trainer Training Programme

1)'Yoga Trainer Training Camp'

'Yoga Trainer Training camp' was organized in the institution by 'Gujarat State Yoga Board' and 'Sports Development' of the college. The yoga camp was organized from 14/02/2021 to 17/03/2021 in which 27 yoga trainer including boys and girls attended the camp. This yoga camp was conducted for 80 hours training. District yoga Trainer Mr. Narendrasinh Bhati served as coach, who is an alumnus of the college also. The teachers are trained perform various 'asana', 'pranayama', 'omkar', 'exercise', online lectures regarding 'yoga' conducted by yoga teachers shri Shaileshpalaji, Shri Bhanubhai Chauhan, Shri Prakashbhai. All the yoga trainer learned

enthusiastically and completed the 'yoga trainer training Camp' successfully.

2) Cleanliness Drive

Cleanliness in the classroom and the campus is very inevitable. Everyday clearing by the support -staff make the class -rooms and campus clean.

To make students aware about importance of cleanliness, NSS units volunteers participated in one day cleanliness drive in the campus and class- rooms. 18 NSS volunteers joined the cleanliness drive under the leadership of NSS program officer on 14/02/2021 and made the class-rooms and campus clean. The students enthusiastically performed this service. 'Swachata Abhiyan' was done nicely by the NSS volunteers. It creates awareness in other students to keep the campus and class-rooms clean and not to throw garbage anywhere. They should make use of dustbins to keep the campus green and clean.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.5.1yoga.docx
Upload any additional information	View File

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

The institution reviews its academic, co-curricular and extra- curricular activities. The institution has a mechanism to evaluate all aspects. The Managing body, The Principal and IQAC committee held meeting to discuss, review and for quality improvement at regular intervals. After any programme the management member gives oral feed- back to the principal. The IQAC plans and execute academic and co-academic activities in tune with academic calendar.

Teaching- learning: The institution 'Arts Collage, Vadali' is managed by "Shree Vadali Kelavani Mandal, Vadali'. The trust has President, Secretary, Governing body and members of the trust.

The president and the secretary held meeting with the Principal, IQAC body, faculty and staff at the beginning of the academic year. Discussion is made, suggestions are welcomed. They provide guidance. They also ask about requirements. They put emphasis on quality improvement in all aspects of education.

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IQAC committees held a meeting with faculty. The agenda was to continue education of the students. After much discussion the resolution was made that online platform should be used to continue education with the help of Android Phone. The management agree to set-up Wi-Fi for internet connection. The principal gave guidance and authority to IQAC committee to plan and implement the online education set-up for students. The IQAC allocated work to the faculty to implement online education.

Work
Allocation

1. To Create WhatsApp Group for Students semester-wise and subject Wise

Semester – I   Pro. B.D.Patel

Semester - II   Dr. D.A. Patel

Semester – III   Pro.Artiben Rathod

1. To organize training for faculty for online Platform

- IQAC Co-Ordinator   Dr. D.A. Mehta

        - One day training programmes was organized on 30/06/2020 and resource person Mr. Kamleshbhai Suthar practically showed faculty how to use Google Meet Platform. How to create Meeting, how to generate link, hoe to distribute link in WhatsApp group, and how to start online class.

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1. Registration of students in Microsoft teams Platform

Semester – I   Dr. P.R. Patel

                         Dr. B.D. Patel

Semester – II   Dr. J.G. Chaudhari

                         Dr. D.A. Patel

Semester – III   Dr. T.D. Patel

                         Artiben Rathod

        Registration process is Completed of the Students semester-wise and subject wise.

1. Planning of Lectures and Technical Guidance.

- Dr. G.A. Desai

        Dr. G.A. Desai planned lectures and provided technical supported to the faculty for online platform. He provided guidance also to the students. He welcomed problems of the students and resolved them tactfully.

1. Conduct of lectures on time-table wise.

- Dr.T.D. Patel

Dr. T.D. Patel made Time-table and circulated on WhatsApp group of students to inform them about timing of lecture.

1. Online Orientation of students.

- Principal
- Dr. D.A. Mehta
- Dr. G.A. Desai

At the beginning of online study, orientation was necessary for students how to join lectures online. Students were given detailed idea and information how to use lecture link and how to attend lecture, when to keep mute, how to raise hand to ask question… etc. the students given detailed orientation.

1. Conduct 0f Lectures

- All Faculty

Faculty must adhere to the time-table and take lecture online (work from home) and the screen shorts of lecture was sent to the collage WhatsApp group daily.

(8) Providing Study Material

- R. R JOSHi

Questionnaire and Study material is prepared in each and every subject and posted on the WhatsApp group of students. Students can download them and make use of it at home. DR.R.R. JOSHI guided faculty how to prepare PDF file of the study material.

Online Internal Test: The online internal test conducted through Google forms in each and every subject. Due to covid-19 Pandemic class-room test or physical test not possible due to SOP of the government. Question paper were prepared on Google forms, link of Google forms was generated on WhatsApp groups of students. Students were informed and oriented how to appear online test. Demo test were conducted. The question paper was of 20 marks and having objective type with multiple choice answers. The students participated enthusiastically.

File Description	Documents
Paste link for additional information	http://artscollegevadali.org/wp-content/uploads/2021/12/6.5.2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://artscollegevadali.org/wp-content/uploads/2021/12/6.5.3-1.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1.   Safety and Security

College campus is covered with boundary wall. A watch-man is placed. He checks identity -cards.

College students get entry in college with college identity-card.

Outsiders are not allowed in the campus.

During Covid – 19 pandemic, SOP guideline is implemented. Students are allowed with mask. Use of sanitizer is compulsory in the campus.

University examination is taken with Police Protection.

Alumni and Parents Association meetings are held and suggestion are taken into consideration.

Separate Girls room facility is provided to Girl students.

Separate Boys and Girls toilet facility, separate drinking water facility are provided.

Separate toilets for gents' staff and ladies' staff are provided.

College building and campus is well equipped with 35 CCTV surveillance, which covers classrooms, office, library, computer laboratory, outdoor parking space and campus which is monitored and recorded.

1. Counselling:

Women cell is formed for Girl students of college, in which two women teachers of college are included. One Girl Student representative is also a member of this cell.

This cell provides counselling to girls about girls' physical problems, harassment and other issues.

1. Common Room:

There is a separate Girls room is provided for girl students. Girl Students can use this room according to their need and requirements. It is equipped with necessary furniture and toilet facility.

NCC / NSS girl students can use this room for dress changing.

1. Day Care Centre for Young Children:

A day care room is available for young children of Women staff and girl students of the institution. It has toys and cradle facility.

File Description	Documents
Annual gender sensitization action plan	http://artscollegevadali.org/wp-content/uploads/2021/10/7.1.1_compressed.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://artscollegevadali.org/wp-content/uploads/2021/10/7.1.1_compressed.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Government of India and Prime Minister of India launched cleanliness movement. It is necessary to keep the campus clean. College had put two types of dustbins in the campus.

1) Solid Waste Management: One dustbin is for solid waste.

2) Liquid Waste Management :One dustbin is for solid waste and another for liquid waste. The students make use of these dustbins to throw waste material accordingly. Solid waste is thrown in Solid waste dustbin. Liquid waste is thrown in Liquid waste dustbin. A sweeper is appointed to keep the campus clean. College sweepers keep the building clean. College has informed Vadali Nagarpalica to provide service regarding cleanliness. Vadali Nagarpalica collects waste from dustbins regularly. They process and re-cycles the waste.

3) Bio-medical waste:

Our institution is having only Arts faculty. So, there is no collection of bio-medical waste.

4) E-Waste management:

UGC, Higher Education department of Gujarat Government, HNG university, Patan; all these bodies generate circulars online and through emails. The institute make less use of papers. Computers and software keep updated. Useless files are deleted from the computers.

College has many computers, printers, photo-copy machine and other ICT Gadgets. So, maintenance and repairing of parts takes place time to time a per requirement. Old waste gadgets or parts had been kept separately in a store room.

5) Waste-recycling System; There is no separate system or plant in the institution for waste recycling system.

6) Hazardous Chemicals and Radio Activity Waste Management:

Our institution is having only Arts faculty. The surrounding areas are green fields, and no factory or industrial zone nearby. So, there is no scope of Hazardous Chemicals and Radio Activity Waste Management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://artscollegevadali.org/wp-content/uploads/2021/11/7.1.3-geotag-document.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment	C. Any 2 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
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	<u>View File</u>

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 organizes programmes for the students to enhance the inclusive environment to inculcate tolerance and harmony, unity and brotherhood towards cultural, regional, communal and socio-economic.

1.Cultural Programmes:

Every year various cultural programmes arranged. Patriotic song, Folk song, Mime, Folk-Dance, Ras-Garba, Mono Dance, Essay writing, Elocution etc. programmes arranged. Various themes are given like Folk theme, Green Environment, Patriotism, Communal equality, Gender equality etc.

The students take part in various activities with equal opportunities. Boys and Girls take part with equal opportunity. They work and perform as a team. Brotherhood and unity inculcated during programmes. Religious harmony also developed. Diversity regarding Social, Religious, Economical aspects have been removed among students and all feel

equality.

2. Religions Programmes:

The institute efforts to inculcate equal respect for various religion like Hindu, Muslim, Christianity etc. The institute organizes 'Garba'(Dance) during 'Navratri' festival for one day. All Hindu and Muslim students take part enthusiastically in 'Garba', During 'Eid' Hindu students wish 'Eid Mubarak' to Muslim students. All Students Celebrate 'Natal' Enthusiastically.

Vadali is on the Ahmedabad-Ambaji highway. Ambaji Temple is a very holy place and in the month of 'Bhadarava', 'Bhadarvi Poonam' Pilgrims go to Ambaji by walking (Padyatra) from their own village. Refreshment Camp(visamo) provides Tea, Coffee, Lemon-water, Breakfast, Food to devotees. Our college students, N.S.S. volunteers, N.C.C cadets join such 'Visamo Camp' as volunteers and serve the devotees with water, tea, food etc. Hindu-Muslim Students serve devotees very respectfully.

3. Social Harmony:

The institute makes effort to inculcate brotherhood among students. They are not influenced by cast, creed and religion. The students take-part in N.S.S,N.C.C.,social services like cleanliness drive, mask making, tree plantation, social services, volunteers helping Police during Lock-down, volunteers helping medical staff during Covid-19 Pandemic. Hindu-Muslim were treated equally by the students. This way we inculcate religious harmony in the students.

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

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

- Discipline is well maintained in the class-rooms and campus by the students. Students seek permission in class if a

teacher is present in the class.

- Self -learning and copy free atmosphere is created. Mobile is strictly prohibited during examination. Staff - Supervisors do not use mobile - phones during supervision.
- After completion of any class or programmes, girl students exits first and boy students exits next. So mutual respect is created among girl students and boy students.
- Sitting arrangement of girl students and boy students are separate.
- Teaching is value added with examples.
- Morning Prayer is a part of daily practice.
- Celebration of Independence Day and Republic Day cultivate patriotic value. National Anthem is sung and salute to National Flag is given. Local Leaders, officials are invited as Chief -Guests. They give inspirational speech.
- Various days are celebrated like Gandhi Jayanti, Vivekananda Jayanti, Sardar Patel Jayanti of Nation Leaders, Spiritual Leaders, Literary persons. Uma Shankar Jayanti, Panna Lal Jayanti, History Day, Kargil day, etc. Above celebration inculcate patriotism, struggle for truth, spiritual value, bravery, and literary sense, rich tradition, culture and heritage of country.
- Tree plantation creates awareness of green earth and eco-friendly culture.
- Cleanliness drive, Voter Day creates awareness in students.
- Dignity of women / girls and gender equality, respect for girl students inculcated in students. So, there is no issue of girl harassment till date - in the campus.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators	B. Any 3 of the above

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

File Description	Documents
Code of ethics policy document	[View File]()
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File]()
Any other relevant information	No File Uploaded

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

- International Yoga Day is celebrated on every year on 21st June. The students, faculty and staff perform Yoga in a hall on the day.
- Independence Day and Republic Day are celebrated every year on 15th August and 26th January respectively. The President of the Trust, Local Leaders, Officials are invited on the day. Flag hoisting, Salute, Chanting and Singing National Anthem and National Song with respect and pride. Patriotic cultural performance is organized. Chief guest deliver speech and commemorate the contribution of freedom fighters and national leaders.
- Birth Anniversary of Gandhiji, Sardar Patel, Uma Shankar Joshi are celebrated and students are given speech about life and work of such great personalities.
- Dr. Babasaheb Ambedkar birth anniversary is celebrated.
- Audio video clipping are shown to students about life work and achievements of such great persons. Students get inspiration.
- Kargil day celebrated commemorates victory and tribute to martyrs.
- Teacher's day is celebrated on 5th September on birth anniversary of Sarvapalli Radhakrishnan. His life and philosophy provide inspiration to students on the day students play the role of teachers and teach various subjects in the classrooms.
- Subhash Chandra Bose Jayanti is celebrated on 23rd January.
- Voter's day is celebrated on 25th January. Students of 18

- years and above fill the form number 6 and apply for voter card.
- Swami Vivekananda birth anniversary is celebrated as 'Youth Day'.
- Uma Shankar Joshi, Pannalal Patel birth anniversary are celebrated. Both are great literary figures of Gujarati Literature.
- This way students gets inspiration and know about contribution of great persons.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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: 01

Title: Students Served as Corona Warriors

Objective: To serve society during Covid-19 Pandemic through students and volunteers.

The Context:

Almost whole world was under Corona (covid-19) Pandemic and the WHO and Government announced Lockdown. Indian Government also announced Lockdown to fight with Covid -19 Pandemic. Rules and Guidelines were made to save people from infection from Corona. Social distancing maintained among people, close contact is avoided, use of mask became compulsory. Social gatherings were banned, school -colleges could not take class- room lectures, work from home and online teaching introduced.

After two Lockdowns and Vaccination programme, Government ordered to open school -colleges with 50% of student strength and 50% of staff remain present. SOP guideline must be

followed by the Institution. The Gujarat Government, Police Department, Medical Department require manpower in the form of volunteers to fight against covid-19 pandemic.

Man-Power of Corona Warriors were required, serving the nation through students is the vision of our college. NCC cadets, NSS volunteers served as Corona Warriors in various department of the Government.

Covid -19 infection pattern was very fast and death knelling. A person hasbeen infected from Corona through air and hand to hand contact. Some staff members and some students were infected by Corona. At the early-stage vaccination was not invented. Later on vaccination was available from Health Department and vaccination centers were giving vaccine to people. Police Department strictly followed guideline and performing their duty to save lives of people. Doctors, Nurses, Support-Staff Policemen; all were serving as 'Corona Warriors'. They required more man power to control the situation and to serve in a better way.

Some college students readily accepted the proposal from above department and voluntarily accepted with the consent of their parents and joined Health Department and Police Department and performed assigned duty.

The Practice:

Volunteer students were divided in three categories by college according to work allocation.

1. NCC Girl cadets for Mask making
2. NSS Volunteers for Vaccination help
3. NCC Boy cadets for Police Department.

1. Mask Making:

NCC college unit ,Vadali comes under 34 Battalion, Himatnagar. The same Battalion required some cadets for mask making to serve people and protect form infection of Covid- 19. Eight girl cadets from NCC Girl unit, Vadali joined 34 Battalion Himatnagar on the   for mask making. Work distribution planned to make mask among eight girl cadets. 2 girls for cutting the cloth, 2 girls for sewing mask, 2 girls for

fixing elastic and 2 girls for mask packing. The girl -cadets worked for one week and prepared 1500 Masks. Masks were donated to The Collector, Sabarkantha district. Some masks were distributed to "Divyang" (Physically Challenged) persons also.

2) Vaccination Programme:

Three NSS volunteers served with local Health Department, Vadali Taluka in Vaccination programme. On the request of local Health Department, three NSS volunteers readily joined and served. They served under the guidance of Medical Officer for Vaccination to rural people. This way NSS volunteers served as Corona Warriors.

1. Work with Police Department:

To maintain rules and orders during Covid-19 Pandemic, Police Department requires some man force as volunteers to work with Police force as volunteers, to maintain law and order during lockdown. According to Act -144 people cannot go out from home without permission. Local Police Department, Vadali required some volunteers. Six NCC boy cadets voluntarily and with the consent of their parents joined and served with Police Department. They followed the instructions of the Police office and strictly worked accordingly. This way NCC boy cadets worked as Corona Warriors.

4) Evidence of Success:

The institution inculcates values in students. Students accepted to serve during Covid-19 Pandemic with Health Department, Police Department and Mask Making. These activities were very inevitable and serving for society to prevent from Covid- 19 infection. Above activities were Life- Saving activities. Students served were actively and enthusiastically.

- District Collector, Sabarkantha awarded to the mask making cadets with certificate.
- District Superintendent of Police, Sabarkantha awarded NCC cadets with certificate for their valuable service in Police Department.

- Local Health Department praised students who served during vaccination programme.

5)Problem encountered and resources required:

- Covid- 19 Pandemic's impact was very dangerous and death knelling. Infection was spreading through air while breathing and hand to hand contact. As an institution it was a big challenge to call the students and prepare them to work with various departments, to work outside their village. They might be affected with Corona infection. In that situation it was very difficult to convince the students as well as parents of the students.

Value of serving the nation persuaded to students and their parents. Safety precautions were taken like social distancing, use of mask, use of sanitizer. Students voluntarily joined the various department and rendered the society and nation during Covid-19 Pandemic.

No student was infected by Covid -19 during serving the various department.

6) Remark:

Today Covid-19 is under control and people live normal life with safely measures. Vaccination of many people resulted in controlling Covid-19. The institution takes pride that some students rendered service of society and nation through working with various departments during Covid-19 Pandemic.

Best Practice -02

Title: - Yoga Trainer Training Camp.

Objective: - To boost health and immunity of people through 'YOGA' during Covid-19 Pandemic.

The Context: -

Covid-19 Pandemic has very deadly infection ratio among all over the world. India had been passing through the same phase and people were getting infected and hospitalized. Doctors and Experts declared to be having good immunity to fight against Covid-19. Besides food hygine, social distancing, 'Yoga' is an ancient tradition of India to keep mind

and health fit and fine. The college provided the resources and students to organize 'Yoga Trainer Training Camp'.

Organizing camp with proper social distancing, use of sanitizer and mask were necessary. During YOGA practice masks were removed.

Planning: - 'Gujarat State Yoga Board' Gujarat and Our College's Sports Department organized 'Yoga Trainer Training Camp' from 14-02-2020 to 17-03-2020. 27 candidates participated in the training camp. This training camp was of 80 hours. Various light exercise, various 'Asanas', 'Pranayama', 'Suryanamaskra', chanting of 'Om' were the part of this training. Mr. Narendrasinh B. Bhati served as a Coach, he is an official 'District Yoga Trainer' by Yoga Board, Gujarat. Fortunately, he has been an alumnus of our college. The training starts at 7 am morning to 9 am morning. In the beginning 'Om' chanting was done. Some online sessions of Yoga experts like Shishpalji, Bhanubhai Chauhan, Prakashbhai provided coaching and guidance. The training has following patterns;

- First chanting of 'Om Kar'.
- Light and simple exercises Like Neck bending, Shoulder stretching, Shoulder Rotation, Waist movement, Knee exercise…etc. for warm up and muscular strength.

Then 'Aasana' were practiced.

There were four types of 'Aasana' practiced.

1. Aasana with Standing Position.
2. Aasana with Sitting Position.
3. Aasana with Chest Position.
4. Aasana with Back Position.

1. Aasana with Standing Position: Various 'Aasana' were Practiced in this position. 'Tadasana', Vrukashashna , Pad-Hastasan, Ardh- Chakrasana, Trikonasana.
2. Aasana with Sitting Position.

'Bhadrasana, Dantasana, Vajrasana' were practiced and coaching was given to trainers.

1. Aasana with Chest Position.

'Makarasana, Bhujangasana, Salbhassana, were taught and practiced.

1. Aasana with Back Potition.

'Setubandh Sarvangasana, Uttanpad Aasana, Ardh-Halasana, were practiced.

More than above Aasana', 'Pranayama, was practiced. 'Kapalbhati', 'Anulom-Vilom', 'Shitali', 'Bharamari', 'Dhayna'' were practiced. At last 'Suryanamaskara' was done by the trainees.

The Coach himself performed Aasana, Pranayama and gave proper guidance to the trainers.

Evidence of Success:

At the end of the Training Camp, examination was conducted by 'Gujarat Yoga Board', Gujarat. Out of 27 participants, 20 participants were passed. Passed participants were given certificate as 'Yoga Trainer'. They are certified as 'Yoga Trainers'. They can conduct 'Yoga Classes' in their villages and nearby areas. For that they were given some remuneration from the 'Gujarat Yoga Board', If they conduct 'Yoga training camp' according to rules and regulations. So many people from surrounding villages would get benefit of Yoga.

In Covid-19 Pandemic, Health fitness and boosting immunity would help to fight against infection of Covid-19. Pranayama enhances Lung capacity. So, this camp has valuable results to fight against Covid-19.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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

- **Title: Teaching-Learnig through Online Platform**
- **The college was established in June 1995 with Arts faculty offering 3 main subjects Gujarati, Sanskrit and History.**
- **Vadali was a rural and interior place situated in a backward district Sabarkantha.**
- **The primary mission of the management 'Shree Vadali Kelavani Mandal,Vadali' was to provide higher education to the rural, interior and backward caste students; boys and girls. Mission to develop their overall personality and character to serve society and nation.**
- **The Managing body, The Principal and IQAC committee held meeting to discuss, review and for quality improvement at regular intervals. The IQAC plans and execute academic and co-academic activities in tune with academic calendar.**

Teaching- learning: The institution 'Arts Collage, Vadali' is managed by "Shree Vadali Kelavani Mandal, Vadali'. The trust has President, Secretary, Governing body and members of the trust.

The president and the secretary held meeting with the Principal, IQAC body, faculty and staff at the beginning of the academic year. Discussion is made, suggestions are welcomed. They provide guidance. They also ask about requirements. They put emphasis on quality improvement in all aspects of education.

Principal is an administrative head. Teaching- Non teaching staff works under vision of principal. Various committees are formed to allocate work. Faculty is Placed as In-Charge, students' representatives are part of many committees. The committees are given full authority to plan and implement any activity.

The year 202-21 was a year of covid-19 Pandemic. The college was opened and closed frequently due to Lock-down. The government declared various guidelines of lockdown, work from home, SOP, maintaining social distancing from time to time. So students could not come to college, Teachers could work from home, work from campus. Students could not be allowed in the classrooms.

IQAC committees held a meeting with faculty. The agenda was to continue education of the students. After much discussion the resolution was made that online platform should be

used to continue education with the help of Android Phone. The management agree to set-up Wi-Fi for internet connection. The principal gave guidance and authority to IQAC committee to plan and implement the online education set-up for students. The IQAC allocated work to the faculty to implement online education.

Work Allocation
Faculty Name

1. To Create WhatsApp Group for Students semester-wise

And subject Wise

Semester – IPro. B.D.Patel

Semester - IIDr. D.A. Patel

Semester – III Pro.Artiben Rathod

1. To organize training for faculty for online Platform

- IQAC Co-Ordinator   Dr. D.A. Mehta

              - One day training programmes was organized on 30/06/2020 and resource person Mr. Kamleshbhai Suthar practically showed faculty how to use Google Meet Platform. How to create Meeting, how to generate link, hoe to distribute link in WhatsApp group, and how to start online class.

- another training from the Gujrat government organized for online platform Microsoft – Teams and faculty attended enthusiastically.

1. Registration of students in Microsoft teams Platform

Semester – IDr. P.R. Patel

Dr. B.D. Patel

Semester – II Dr. J.G. Chaudhari

Dr. D.A. Patel

Semester – IIIDr. T.D. Patel

Pro. Artiben Rathod

                  Registration process is Completed of the Students semester-wise and subject wise.

1. Planning of Lectures and Technical Guidance.

- Dr. G.A. Desai

                  Dr. G.A. Desai planned lectures and provided technical supported to the faculty for online platform. He provided guidance also to the students. He welcomed problems of the students and resolved them tactfully.

1. Conduct of lectures on time-table wise.

- Dr.T.D. Patel

                  Dr. T.D. Patel made Time-table and circulated on WhatsApp group of students to inform them about timing of lecture.

1. Online Orientation of students.

- Principal
- Dr. D.A. Mehta
- Dr. G.A. Desai

                  At the beginning of online study, orientation was necessary for students how to join lectures online. Students were given detailed idea and information how to use lecture link and how to attend lecture, when to keep mute, how to raise hand to ask question… etc. the students given detailed orientation.

1. Conduct 0f Lectures

- All Faculty

Faculty must adhere to the time-table and take lecture online (work from home) and the screen shorts of lecture was sent to the collage WhatsApp group daily.

(8) Providing Study Material

- DR. R. R. JOSHI

Questionnaire and Study material is prepared in each and every subject and posted on the WhatsApp group of students. Students can download them and make use of it at home. DR.R.R. JOSHI guided faculty how to prepare PDF file of the study material.

Online Internal Test:

The online internal test conducted through Google forms in each and every subject. Due to covid-19 Pandemic class-room test or physical test not possible due to SOP of the government. Question paper were prepared on Google forms, link of Google forms was generated on WhatsApp groups of students. Students were informed and oriented how to appeare online test. Demo test were conducted. The question paper was of 20 marks and having objective type with multiple choice answers. The students participated enthusiastically.

The data from google sheets collected. Results were prepared. Then weak learners were given online teaching, study material, objective M.C.Q type questionaries to improve the subject knowledge. Educational video link is provided to watch and make preparation at home.

University Result of Last year Students B.A Semester 6 is as follows;

Distinction: 38 Students

First Class: 81 Students

Second Class: 02 Students

More than this social contribution by college students during Covid-19 pandemic in the form of mask making and distributing, helping medical staff in Vaccination programme, helping Police department during lockdown. These actions of the students shows that the institution has been successful in inculcating values to serve society and nation.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To form an Academic calendar
- To prepare and submit AQAR 2020-21
- Formation of different committees and work allocation.
- To prepare and submit SSR to NAAC
- To organize various extensin activities through NSS/NCC units
- To organize women empowerment programmes
- To Make use of online platform for Teaching-learning, study material, syllabus, Guidance.
- To evaluate continuously academic performance of students.
- To organize various extension activities online/offline.
- Corona awareness orientation
- To attend online short-term course, webinars.
- To organize online quiz
- To orient students regarding SOP by the government.