



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Smt. J. P. Shroff Arts College, Valsad
• Name of the Head of the institution	Dr. Hansaben A. Harmar
• Designation	Principal (In-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02632243909
• Mobile No:	9724571137
• Registered e-mail	jpsacoll@yahoo.com
• Alternate e-mail	iqacnacc.jpsac@gmail.com
• Address	Dr. Monghabhai Vidya Sankul, Shri Morarji Nagar, College Campus, Tithal Road, Valsad
• City/Town	Valsad
• State/UT	Gujarat
• Pin Code	396001
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid																		
• Name of the Affiliating University	Veer Narmad South Gujarat University, Surat																		
• Name of the IQAC Coordinator	Dr. Dinker R. Tandel																		
• Phone No.	02632243909																		
• Alternate phone No.	9409922555																		
• Mobile	9426812759																		
• IQAC e-mail address	iqacnaac.jpsac@gmail.com																		
• Alternate e-mail address	slrot.jpsac@gmail.com																		
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.jpsartsvalsad.com/uploads/documents/notice_I41ujGbw1663227849.pdf																		
4.Whether Academic Calendar prepared during the year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.jpsartsvalsad.com/uploads/documents/notice_vPP3BDdX1663641342.pdf .																		
5.Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.54</td> <td>2009</td> <td>15/06/2009</td> <td>14/06/2014</td> </tr> <tr> <td>Nil</td> <td>B</td> <td>2.78</td> <td>2015</td> <td>01/05/2015</td> <td>30/04/2020</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.54	2009	15/06/2009	14/06/2014	Nil	B	2.78	2015	01/05/2015	30/04/2020
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Nil	B	2.78	2015	01/05/2015	30/04/2020														
6.Date of Establishment of IQAC	25/06/2022																		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																			
<table border="1"> <thead> <tr> <th>Institutional/Department /Faculty</th> <th>Scheme</th> <th>Funding Agency</th> <th>Year of award with duration</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Smt. J. P. Shroff Arts College, Valsad</td> <td>CPE</td> <td>UGC, New Delhi</td> <td>2017-18, 5 Years</td> <td>614878</td> </tr> </tbody> </table>		Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	Smt. J. P. Shroff Arts College, Valsad	CPE	UGC, New Delhi	2017-18, 5 Years	614878								
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Smt. J. P. Shroff Arts College, Valsad	CPE	UGC, New Delhi	2017-18, 5 Years	614878															

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Organized a Webinar on "Revised Framework of Assessment and Accreditation of NAAC" by Dr. Hemaliben Desai, Principal Roffel College, Vapi. 2. Students Induction Programme was organized with a view to orient first year students. 3. Organized a Guest Lecture of Dr. Chaitanya Desai- Ex Head Department of English, M.T.B. Arts College, Surat on "Seven Criteria of NAAC". 4. Organized an Online meeting with the members of the management about the activities of NAAC. 5. Organized a Webinar on "Form and Methods of Research in Language and Literature."</p>		
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
1) To celebrate Gujarati Poet and thereby to preserve Gujarati Language and Culture	Organized Ushnas Vyakhyan Mala and Quiz Competition to celebrate World Mother Tongue Day.
2) To celebrate	Seminar was organized in celebration with Arts, Commerce, Science and Law Colleges by District Police on
3) To empower women	Organized a talk with the backward women of Navi Nagri about Internal Hygiene and even distributed Sanitary Pads. Also organized a workshop on
4) To motivate students towards skill based learning.	Organized a Seminar on

13. Whether the AQAR was placed before statutory body?	No
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- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	16/09/2022

15. Multidisciplinary / interdisciplinary

(A) We are planning to organize a seminar or workshop on "Importance of Commerical Correspondence Composition and Communication Skills" for the Holistic Development of Students in collaboration with N.H.Commerce College, Valsad.

(B) All the paprs in B.A. Programme in our institution have three Credit Marks. The various interdisciplinary subjects introduced in our colleeg include " Local Self Government", "Principles of Literary Criticism", "Environmental Studies", "History of Science",

"Rural Development", "Population Education", "Regional Planning", "Modern Revolutions". etc. that help students attain multi-disciplinary education and also foster in the environmental awareness. Not only that many of the books are based on translation 'Godan' a hindi novel by Munshi Premchand is taught to the students of special English, "tatvamashi", an award winning Gujarati novel is in the syllabus for students of special Hindi, "Chemmin" a Malyali Novel is translated in Hindi titled "Machuar" and is taught to M.A. students of Hindi acquaint students diverse social and cultural ethos of our country. All the books and essays based on Western Criticism Plato, Aristotle, Conginus etc. are in the syllabus for all the students of Gujarati, Hindi and Sanskrit help them to understand the Western Critical approach towards it. Through papers in psychology like "Social Psychology", "Counselling", " Educational Psychology" and all most all the syllabus of Language studies teach and stimulate human and social values.

16.Academic bank of credits (ABC):

All the heads of all the departments are active members of Board of Studies. During every meeting of the members of BoS they discuss administer and attain pedagogical approaches in syllabus design. They are authorized to change the framework of curriculum and paper style according to Humanities. This educational body actively contribute in selecting and introducing multi lingual, multi-cultural and translated text books and reading materials. At times teachers prepare their own study material and distribute among students. All the teachers are given free hand to take written or oral tests, seminars, group discussion etc for overall assessment of the students.

17.Skill development:

(A) Though not a separate programme or course we introduce certain papers in the syllabus in order to train students in various skills, arts and trading. New initiatives are taken keeping in mind the need of Vocational Skills building. In Foundation Compulsory paper topics like E-mail Writing, Dialogue Writing, Formal- Informal Letters, Effective Speech etc. are introduced with a view to teach through activities and train them for future challenges. There are papers based on Diet Therapy, Art and Craft, Interior Decoration Meal Planning prescribed for a course in Home Science that enable students to learn various skills. The Department of Psychology has papers based on Counselling, Pre-Primary Education etc to promote Vocational Education. Study of these papers enable students to be economically independent by being a dietician, counsellor, fashion designer, interior decorator, clerk etc.

(B) Value education is an integral part in the faculty of Arts and Humanities. Our institution offer four languages and social studies for as subjects main course in B.A. Programme. The college also has a seperate building for thr deaprtment of Home Science. As it is said literature is the best way to learn life lessons, to understand culture and to acquire value based knowledge. Through various books and literary essays we inculcate ethcal and universal human values amomg students. Munshi Premchand's "Godan", Premanand's " Kunvar Bai nu Mameru", History of Medivial Gujarati Literature, Gandhiyug, Swapanavasavdatta etc. to teach lessons of dharma (rightoiusness), satya (truth) and shanti (peace). While plays like "Mahadevbhai","Ashadh ka Ek Din," "The Day of Atonnement", novels like " Pride and Prejudice", "David Cpperfield", "House of Cards" teach lessons of love and comapssion. Faculties in Ploitical Science and Economics teach Constitutional Values, Patriotism, Social Responsibilities and Ideal Citizenship.

Deaprtmnt of Economics , Home Science and Placement Cell innter industrialists, free alncers, self employers to conduct training programmes, workshops and to deliver lectures with a view to provide vocational skills. Mr. Dipesh Shah, conducted a wokshop on "Resume Writing", and "How to face Interview". Career Guidance Cell has organized a lecture on "Developing Entrepreneurship". The IQAC member Mr. Gangaukar informs us about job vacancies in his company from time to time. Department of Home Science organizes Competition of " Various Recipecs", "Card and Rakhi Making Competition", "Jewellery Making Workshop", "Candle and Chocolate Making" competition etc. too promote skill based learning. A Nutrition Counselling Centre ia also run by the deaprtment of Home- Science. Department of Economics Conducts field trips and visits to various factories to impart practical knowledge to develop Vocational Skills.

Short term Skill based courses like "Calligraphy", "Fahion Ddesigning", "Basic Computer Classes", "Sewing", "finishing School" are introduced to impart training in vocational skills.

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

The paprs and courses except core course in English are taught through Indian Languages; Hindi, Gujarati and Sanskrit. Almost all

curricular and co-curricular activities are also done either in Gujarati or Hindi. The Institution also runs P.G. courses in Gujarati, Hindi and Sanskrit. We teach Lok Sahitya to preserve Indian Culture and Traditions. The students participate enthusiastically in various folk dances like Dangi Nurtya, Tippani Dance, Hudo Dance, Garba, Nukkad Natak and Street Play etc. to preserve Indian Arts.

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

The papers we introduce in all the seven subjects are based on a clear idea of what students are expected to know and learn and adapt the need of learners. What skills and knowledge they need to learn when they leave the institution. Under Environmental Study, the students are expected to learn the importance and preservation of environment, Gujarati Pratyayan Kaushal, teaches them correspondence with LIC and National or Private Banks. Micro Economics, aims to acquaint them with demands of the consumers in market. Indian Economy, helps them understand the impact of Population growth. Regional Economics, aware them about trading areas and System of Urbanization. Adjustment Psychology, teaches how to offer understanding and emotional support during transition periods. Psychological Psychology, covers the concepts of nerves and brain system with a view to prepare the students as future psychologists. In Hindi, " Chhayavadi Kavita- Rag Virag" focuses on teaching the importance of hard work and patriotism. Ekanki Kunj, aims to inculcate love and respect for family members and to encourage students to raise voice against social evils. "Panchratra", teaches morality and self duty. "Dasharupakam", give lessons of performing art. Structure of Modern English, teaches lessons of grammar and makes them proficient in using correct English.

20.Distance education/online education:

The institution puts in serious efforts towards blended learning. All the classrooms are equipped with LCD Projectors and all the faculties are provided laptops. As a result, we often teach through PPT, Presentations. Not only that the faculties show videos, movies, Plays etc. pertaining to the syllabus. There is a well furnished and fully AC Audio- Visual room which is used for online lectures and programmes. During Covid-19 the institution organized a number of webinars and other Online Programmes. Some of the teachers teach through role play story telling and group discussion. We also organized lectures and talks of experts and professors to make learning more effective.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	12
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1463
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	564
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	126
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	21
File Description	Documents
Data Template	View File
3.2	03

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	19
4.2 Total expenditure excluding salary during the year (INR in lakhs)	36,39,198
4.3 Total number of computers on campus for academic purposes	42
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	
<p>Our college is affiliated with South Gujarat University, Surat. A well Planned curriculum is designed by the members of BoS for a period of three years. All the eads of the department being the members of BoS actively participate in curriculum planning. Academic calendar is prepared prior to the commencement of the academic year by the university and the institution strictly follow it. Institutional time table, Department wise work load distribution, Individual time table are prepared well in advance of teaching sessions. All the faculty members prepare academic planner where they draw a tentative plan about the day, date and teaching methods of the completion of the syllabus. Copies of syllabus (hard or soft) are distributed among the students before the actual teaching starts. The college has provided laptops to each faculty and all our classrooms are equipped with free wifi and LCD Projectors. Thus, E-Learning becomes easy and interesting. Class Discussions, Group Discussions, Question-Answer Sessions , Oral Tests, Role Play and Seminars,PPTs are regularly done for better implementation of the curriculum.</p>	

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

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

Adhering to the academic calendar of the university a separate academic calendar for the institution is prepared at the beginning of the year. The faculties follow the institutional academic calendar while planning curricular and co-curricular activities. The schedule for all the internal test and even university exams is declared and displayed on the notice board as well as website for the students well in advance. The faculties maintain every day attendance register to ensure the presence of students in the class. Attendance carries 4 marks in internal assessment. Students are made to submit 4 assignments (carrying 8 marks) in each paper. Internal tests are given in MCQ form (carrying 8 marks). Regular class tests of short duration in the form of objective questions are given. In order to evaluate the students depth of knowledge oral question answer session, library work, term papers, seminars, class presentations and group discussions are regularly done. The students appear for G.K.tests with a view to increase the general knowledge. According to result of the internal tests, weak students are provided extra coaching. Some are sent for subject wise coaching and personal counselling. Meeting between the heads of the departments and the Principal is held about the format of the question papers and distribution of marks for internal test. All the teachers prepare individual teaching planner and follow it meticulously to monitor and complete the syllabus in time. A deadline for the assessment of exam papers is set and strictly followed.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the

A. All of the above

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

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

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

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

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

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

0

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

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

1.3 - Curriculum Enrichment

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

For issues relating to Gender we have Women Empowerment Committee, Women's Harrassment Redressal Cell, Women's Health Care Committee etc. These committees conduct a number of programmes related to gender equality and empowering women. We teach a whole paper titled Women's Writing in English where we teach books written by Virginia Woolf, Mahashweta Devi etc. One of the classics in English Literature Pride and Prejudice make students understand the importance of gender equality. We also have Feminist Literary Criticism in the syllabus where students learn about problems of gender discrimination and exploitation of women. We teach Urvashi by Ramdharisingh Dinker, Priyepurvash by Ayodhyasingh Upadhya, Jhullanat by Maitri Pushpa etc. to P.G. students with a view to aware them about problems and issues related to gender.

To inculcate the human values like love, truthfulness, kindness, we have Poems of Umashankar Joshi, Naamrup by Anirudh Brahmabhatt,

Tatvamashi by Dhruv Bhatt etc. in the syllabus. The Department of Political Science, Psychology and Economicsteache topics like Liberty, Law and Justice, Fundamental Rights, Consitution and Preamble, Acts and Regulations, Social Psychology, Adjustment Psychology, Growth and Developmentetc.

The prescribed syllabus of th institution offers subjects likeEnvironmental Studies, Impact of Modernization to teach students how to protect environment and Save Natural Resources.The Economics Department teaches Importance of Agriculture in Indian Economy, Importance of Credit in Agriculture Sector, Natural Resources, Agricultural Development in Gujarat and Irrigation Development.

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

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

0

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

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

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

C. Any 2 of the above

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

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.jpsartsvalsad.com/uploads/documents/notice_nHLKSUHh1664782884.png

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

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

2.2 - Catering to Student Diversity

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

Through class - test, class presentation, exams and certain curricular and co - curricular activities. The slow learners and advanced learners are identified and they are taught and treated according to their needs.

Slow learners

- Faculties try to teach in the language Hindi, Gujarati, English the slow learners are comfortable with. They are also sent to the concern teacher for subject wise counseling and personal guidance.
- The Teachers of psychology department help slow learners towards better mental health and help them come out of fear, if any.
- The strong mentoring system is a big help to slow learners as they can discuss their personal issues that hamper their studies with the mentor and can get solution..
- The Best student of the institution help them in all the possible ways financial, study, co - curricular activities, personal problems etc.

Advanced Learners :-

- The clever students are encouraged to participate in inter collegiate competitions and events. They actively participate in organizing National Seminars, conferences and workshops from preparing the invitation cards to managing food, anchoring stage arrangements, welcoming the guests and preparing for closing ceremony.
- They are made members of students' council and other committees. Where they are encouraged to introduce new activities and arrange events according to the contemporary set up.
- They are also impelled to prepare for various competitive exams .

File Description	Documents
Link for additional Information	Nil
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
Nil	Nil

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

- Our faculties apply different teaching methods like Group discussions, Question - Answer sessions, role play, seminars etc.
- We also employ ICT based teaching where we teach through LCD projectors and PPT presentation.
- The department of psychology uses the method of case study and participatory discussion - based learning through which students learn how to observe the behavioral of the patients and how to treat them.
- Group discussions, Question - Answers session with the

students help to develop problem solving skills and communicative abilities among students.

- To provide practical knowledge, the Department of Economic, tour committee and Department of Home science arrange field trips and visits to different industries factories and historical places. Department of Economic make them learn the importance of hard work by taking them for a visit to rice field.
- Students are evaluated and assessed on a continuous basis through innovative teaching methods. Like oral and written class tests, reading sessions and class presentation.
- Every department organizes subject based seminars, conferences or special lectures which help the students to do research activities and be an active participant instead of a passive recipient of knowledge by the magazine department to natural creativity and written skills of the students.
- Teachers of psychology take the students on a field trip to 'Atmavishwas' where they do case study and prepare reports. They learn how to observe the behavioral patterns of the patients and how to treat them. They get practical knowledge of various psychological diseases and acquire clinical based skills.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

- Teachers of the college try to make the best use of the technology in their teaching process with a view to make learning more effective and interesting. Teachers have the knowledge and skills to use new digital tools to help all students achieve high academic standards. Use of ICT has enabled better teachers to reinforce communication, more effective and interesting presentation of ideas.
- The college has a Wi-Fi enabled campus which helps the teachers and students to stay connected become more conversant with technology.
- The college has ICT Enabled classrooms to help e - learning easy. Some teachers use and share E - books which are very useful for the students as they are handy and saves the cost

of buying the books and other materials.

- Teachers use microphone connected speaker to enable them to be clear and audible to all the students in the classroom.
- The college has an Automated library which enables the students to find location of the books and issue them easily.
- All the computers in library, administrative office , Department of home science are updated with new software like tally, Microsoft office and latest Excel utility.
- Teachers teaches through power - point presentations in the classroom which helps them to stimulate an interactive sessions. The best way to make notes as they can be updated with the latest changes in the knowledge etc.
- Teachers shared reading materials, reference books, study notes, e - books through WhatsApp.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

21

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

22

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

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

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

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

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

2.4.3.1 - Total experience of full-time teachers

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

2.5 - Evaluation Process and Reforms

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

Affiliated to VNSGU, Surat the institution is bound to follow the rules and regulations pertaining to Internal Assessment. Following

the semester system the institution takes one internal test in each semester. The score of internal assessment carries 20 % of the overall assessment of the students. 8 marks for assignments, 4 for attendance and 8 for the score of the internal MCQ test. The time schedule of the internal exam is communicated to the students through Bulk SMS system, WhatsApp or notice board prior to the exam. All the students have to compulsorily submit assignments - Four assignments in each paper. The deadline to submit assignment are given and followed. It is mandatory for all the students to appear in Internal Exam, but the institution also has the provision of Addition Test for those who couldn't remain present during Regular internal test due to some genuine reason or serious illness. They have to fill up a form and mention the reason for not appearing in regular internal rest, before giving Additional Test.

- Teachers have to follow fixed time duration and submit the assessed answer books and mark sheets to the clerical office. The marks are cross checked by the concerned teachers and later entered into the computerized database by the office staff.
- Students can verify their marks if they want by asking for the answer books. Any discrepancy in the marks is addressed by the concerned teacher.
- Department of Home science and Department of Psychology take practical sessions for internal assessment.

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

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

- Being a constituent of VNSGU, Surat Smt. J. P. Shroff Arts college follows the guidelines pertaining to exams set by the university. The Internal Assessment is conducted through internal test, assignments, attendance and term papers. The Internal exams are carried out with a systematic planning and a very transparent and friendly system is followed to redress exams related grievances.
- Students who are not satisfied with their marks and who have doubts regarding assessment can contact the concern teacher and see their answer books. In case of any mistake on the part of the teacher or any other discrepancies they can report it

during the given time period. The concerned faculty later addresses the rightful grievances. The marks of Internal exams are sent to the University only after all the issues of the students pertaining exams and evaluation are addressed satisfactorily.

- In order to follow the Central Assessment System, even during Covid for Third Year B.A., all the teachers go to the near by institution of Science and technology and have done online assessment there. Even, moderation, reassessment and rechecking are all done digitally at Doluat Usha Science andTechnology.

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

2.6 - Student Performance and Learning Outcomes

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

As the institution distributes prospectus containing all the informations about the courses and programmes with the admission forms, students do have the knowledge of various subjects and papers. The syllabus and list of various papers along with a list of reference books are sent to the concern teachers either by the university or by the chairperson of BoS. The same is shared with the students in either hard or soft copies. The Admission Committee explains everything about the courses and their outcomes to everyone who seeks admission in the institution. The IQAC organizes Induction Programs in the beginning of the every academic year and introduces the new commers with the programs, courses, outcomes, exam systems etc. Even while teaching every teacher motivates and guides them about various skills, values and abilities they must acquire by the end of the programme.

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

Being the institution of Humanities the best outcomes of the programmes and courses we offer are the humanistic approach and ethical values our students acquire through study that help them make themselves good human beings. The institution evaluate the program outcomes by taking oral class test and if need the University with the help of the members of BoS keep changing certain papers and even add various courses according to the need of time.

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

2.6.3 - Pass percentage of Students during the year

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

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

2.7 - Student Satisfaction Survey

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

https://www.jpsartsvalsad.com/uploads/documents/notice_nHLKSUHh1664782884.png

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects /

endowments in the institution during the year (INR in Lakhs)**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

00.00 INR

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

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

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

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

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

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

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

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

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

We are proud to state that our college conducts a number of extra ordinary activities with and for the society and neighboring community. Committees like Women's Health Care Cell, Women

Empowerment Cell, NSS, Department of Hindi, Home science and Alumni Association often reach out to the nearby villages and areas with a view to sensitize students about their social responsibilities make them socially committed citizens the institution organize various events and programmes. Women's Health Care Committee and Women Empowerment Cell visit interior backward areas and educate the women about their health, hygiene, nutrition food habits, child care etc. Students distribute sanitary pads among women, table books and other stationaries to the children.

File Description	Documents
Paste link for additional information	https://www.jpsartsvalsad.com/galleryview/Vc7yeKCBHcFu9F8q1646191267
Upload any additional information	No File Uploaded

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

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

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

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

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

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

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

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

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
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

0

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

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

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

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

Spread in 62 acres of lush green campus Smt. J. P. Shroff Arts College is well built with almost all the infrastructural facilities. Surrounded with a big playground, a huge parking area and a beautiful garden the college building stands like a temple of education. The Teaching block includes 18 Classrooms with LCD projectors, LED lights and fans. All the classrooms are spacious and airy can accommodate approximately 100 students. There is a computer lab at P.G. Bhavan with 25 computers.

The college library is well stocked and fully automatic with a sufficient space for students to sit and study. 71 Cupboards carry around 50,511 books. There is a Research Room for teachers and students who are involved in research work. Four computers are there for free access to students. A Book Bank and a reception area section for periodicals and magazines, section for E materials and a store - room, free Wi-Fi make the library more user-friendly for both teachers and students. The Department of Home science posses four labs and there is also a psychology lab to support practical sessions. All the faculties are provided with separate laptops to take e - class to use ICT.

- There is separate office forthe activities of NSS.
- The Administrative block consists of the Principal's office, clerk office, NAAC office and a strong Room well equipped with computers and free Wi-Fi.
- The fully AC Audio Visual Room is equipped with a projector anda good Mic system. It can accomodate 50 students or guests.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.jpsartsvalsad.com/uploads/documents/notice_ao2FzCnA1666077867.pdf

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

- For the holistic development of the students Smt. J. P. Shroff Arts College offers vibrant infrastructure. The college provides all the required facilities for various cultural and sports activities.
- The sports area consists of a huge playground with a volleyball court, football court, cricket pitch and pavilion. There is a sports Room too for indoor taekwondo games like carrom, chess, table tennis, ludo and gym equipment's like Treadmill weighing machine and bicycle. The college building which is used to do yoga Meditation and other exercises.
- Stretched inSqm area the college has a Multi - purpose Hall called Sanskar Kendra to conduct various cultural activities. It has a section compact of approx 300 people. There is also a gallery that can accommodate approx 200Viewers. The Hall has two Green Rooms with washrooms attached to them. There are two common toilets and bathrooms in the Hall. There is an open kitchen and a backyard at the back of the Hall. An open lawned space near the Hall is used to celebrate various festivals.
- There is also administrative office to manage different activities and keep records of the days and dates of various programmes conducted in the Hall.
- There is a generator, fire fighting system and five exits in the hall.
- The fully AC Audio Visual Room is equipped with LCD projector, condidium, speakers and amplifiers.
- We have three hostels for boys and two for girls with a mess to provide healthy and hygienic food. .

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.jpsartsvalsad.com/uploads/documents/notice_ao2FzCnA1666077867.pdf

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

18

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

18

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.jpsartsvalsad.com/uploads/documents/notice_ao2FzCnA1666077867.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)

File Description	Documents
Upload any additional information	View File
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)

Library of every institution is a gateway to knowledge and culture. The resources it provides help to build a cultured and ethical society. We have a fully automatic library. It's a real treasure of books, CDs, encyclopedia, dictionaries, magazines, journals, e-books, etc. There is also a xerox machine and five computers for easy access to students. It is wi-fi connected and has a seating capacity of 50:20 students and teachers. ECAS software is installed to administrate all the activities of the library. It takes care of books, issue books and renewal etc of even offer search facilities. There is a Research Room equipped with a computer to encourage students to persue further studies, (M. Phil, Ph. D etc). The Library Committee comprises of the librarian and two faculties conduct Importance of clear Pronunciation while "Reading", "Book Review" etc. and even organize lecture on "The Importance of Library in HEIs" etc. There is a separate rack to display Ph. d and M. Phil thesis of faculties and their research scholars to help students who aspire to persue further degrees. There are special cupboards for Book Bank where we keep approx 5000 books realted to syllabus. Students are allowed to issue and keep there books for the whole yaer.

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

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

D. Any 1 of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institution is well equipped with ICT Facilities like LCD Projectors , Desktops, Laptopbs, Smart- Board, Audio- Visual Room, CCTV, Wi-Fi. We have qualified and skilled computer technician or clerk who solves almost all the problems related to computers. The Software engineer Mr. Miteshbhai keeps the software like Student's Mustersand E-Libraryupdated . An It -Technician Mr. Zaheer Sheikh is also consulted to check and provide services related to computer hardware. Window 10 andWindow 7 are monitored and anti- virus is installed and renew from tme to time . The QUEST and BSNL Wi-Fi services are regularly by the company ,INOX Technology. Full System backup of MS Office is done ever yaerthe system of CCTV is checked and maintained by the comapny technician regularly.

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

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

File Description	Documents
Upload any additional information	View File
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 a well-established system for the maintenance of the infrastructural facilities.

- **Class Rooms :-** Classrooms are airy and spacious and are regularly cleaned by a full time sweeper. The LCD projectors, lights and fans are all maintained by computer technician and an electrician. The Energy Conservation Committee made up of senior students go class to class to check the lights and fans being switched off if not in use.

Campus :-

Every part of the college premises is cleaned by two full time sweepers.

- . The whole campus is under CCTV surveillance which is maintained by the sales person Mr. Zaheer Sheikh.
- A lab Assistant is appointed to maintain four labs of the Department of Home Science.
- **Canteen :-**

To provide clean and quality food we have a canteen located near the college building. Food is served in steel plates so as to avoid the use of plastic.

- **Library :-**

We have a fully automatic library. A Library Committee is formed to maintain and update the library. There is a qualified techno savvy librarian who with a library peon and a clerk manage all the issues related to the functioning of the library. Four desktops are installed in the library for free access to students.

- **Sports :-**

The Gymkhana Committee comprises of sports Teacher, a peon and a ground man take care of everything related to sports. The peon keeps the sports room and all the sports equipments clean and functioning .

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

File Description	Documents
Upload any additional information	View File
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	D. 1 of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 439 550 506">File Description</th> <th data-bbox="550 439 1471 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 550 613">Link to institutional website</td> <td data-bbox="550 506 1471 613" style="text-align: center;">Nil</td> </tr> <tr> <td data-bbox="86 613 550 680">Any additional information</td> <td data-bbox="550 613 1471 680" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 680 550 824">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="550 680 1471 824" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Link to institutional website	Nil	Any additional information	View File	Details of capability building and skills enhancement initiatives (Data Template)	View File	
File Description	Documents								
Link to institutional website	Nil								
Any additional information	View File								
Details of capability building and skills enhancement initiatives (Data Template)	View File								
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
0									
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
0									
<table border="1"> <thead> <tr> <th data-bbox="86 1200 550 1267">File Description</th> <th data-bbox="550 1200 1471 1267">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1267 550 1335">Any additional information</td> <td data-bbox="550 1267 1471 1335" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1335 550 1559">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="550 1335 1471 1559" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File			
File Description	Documents								
Any additional information	No File Uploaded								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File								
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All 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	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

02

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

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

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

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

According to the VNSGU norms the college election is declared and following a fair and democratic procedure 'students' council' is formed every year. An Election committee comprises of the principal, and two or three faculties take the charge of the whole election process. Generally, under the abled guidance of the Election committee fair election takes place and class representatives are elected and later these Ladies Representatives and Class Representatives elect the General Secretary of the college. But, this year student council was formed through Selection Method. The student's council actively participate in all the curricular co -

curricular and extra curricular activities of the college. The members help the faculties to organize collegiate and inter - collegiate competitions and events. They hold meetings and ponder over the issues and problems of the students and bring them to the notice of the principal. Later with the help of the faculties the council try to solve those problems. Certain events like Musical Morning, Garba Day, Fun Fair, Teacher's Day are solely managed by the students council. The members of Student Council help in stage decoration, managing mikesystem, seating arrangements, computer system, digital camera etc. during Annual Prize Distribution Programmes, seminars and workshops.

.

File Description	Documents
Paste link for additional information	Nil
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

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The institution has a registered Alumni Association namely 'Bhutpurva Vidhyarthi Mandal. It has been registered on 21-02-2015.

Currently there are 324 members of the association who directly or indirectly are in regular contact with the institution. We have formed Alumni Committee headed by two faculties, who keep in touch with the former students through WhatsApp groups, Facebook and Instagram etc. The committee organizes 4 to 5 informal meets and one official meet with the alumni and plan various activities to be done with their support and participation. The members of Alumni Association are invited to deliver motivational talk, to share their life story, to take lectures. Mr. Gautam Dalvi, Miss Astha Maheta and Miss Simran Kothari took lectures on subject related topics. Eminent alumni are also invited as chief guests during Price Distribution ceremony, Annual Function etc. One of the Alumni has donated 50 bird houses to the institution. Some of them have declared annual prizes for students who excel in academics, sports and cultural events.

Many of the alumni have been appointed as adhoc faculties, clerks and support staff. To keep in constant touch of the past students and to seek their suggestions of to accentuate the qualities of education we have active representative of Alumni in the IQAC committee . The members of alumni went to Khajouri and distributed blankets and food to the poor and needy .Many social activities of Samvedna are also done with active participation of alumni.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

institution

Following the emblem of the institution Tejasvinavadhitamastu. We work towards the betterment of all the members of J.P. Parivar and society as well. The college sincerely attempts to stand true to its vision that is to produce socially committed citizens. Various collegiate and inter collegiate competitions are organized to boost up the confidence level of the students. We also arrange motivational lectures and informative talks to prepare students to face the upcoming challenges of life. Productive curricular and co - curricular activities throughout the year help to create holistic atmosphere and prepare ideal citizens. A number of social welfare activities and charity programmes are done by NSS and Samvedana with a view to pay back the society. The management as well as the principal constantly support in the attainment of the vision and mission of the college. The administrative and academic bodies are well governed with the sincere assistance of IQAC, Student's council and Alumni. With a view to address social equalities the institution admit a large number of S.C, S.T, OBC students and all of them study under the same roof with the students from open category. A number of extension activities and Research activities are done.

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

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

The institutional practice of decentralization and participative management is reflected in all the activities - curricular, co - curricular and extra-curricular. The major bodies of the college like, Management body, Administrative body, the principal, teaching faculties, students council, parents and Alumni all work together to take the institution to higher level of governance and education. The Admission Committee begins with the admission, planning, admission criteria, time period, procedure etc. The Administrative staff manages, collect the fees, display notices about exam, scholarships, results etc.

The principal holds meeting with the Heads of the Departments to plan the academic calendar and time table.

During formal meetings the Parents Associate actively participate and give suggestions pertaining to general interests of the institution.

- Gymkhana Committee, Cultural Committee, Saptdhara, conduct and participate in various state and zonal levels.
- The Institutional accounts, receipts and various expenditure, internal and external audits are all managed by the Accountant and the Head clerk.
- The students' council is made to organize collegiate activities. They are also appointed as secretary of various committees.
- Faculties in charge of Women's Health Care and Women Empowerment Cell, Anti-Harassment cell etc. conduct programmes to bring in awareness regarding the issues of women.
- The Alumni Association and Samvedana impart lessons of humanist and moral values.
- The library committee manages issues pertaining to books, CDs, VCDs, newspapers, journals, magazines etc.
- The IQAC and the Nootan Kelavani Mandel monitor the overall functions of the college and give suggestion wherever necessary to enhance the quality of Higher education.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

To enhance and improve the quality of education the IQAC has checked out the vision and mission of the college and work throughout the year towards achieving them. The seven major committees of the Students' Union along with other bodies plan events and programmes in the very beginning of the year to achieve positive results and fulfill the aims of the vision and mission of the college. The perspective plans are effectively deployed in the following way -

- All the faculties are provided personal laptops and almost all

the classes are equipped with LCD projectors and free Wi-Fi to make learning both effective and interesting.

- To promote research activities, various departments organize seminars and workshops.
- By organizing elocution competition, debate, Quiz competitions, field trips and educational tours the institution tries to give an exposure to students about modern trends in academics, research, environment, industries etc.
- 'Samvedana' and 'NSS' conduct activities to inculcate good habits and impart lessons of Human Values among students.
- Many faculty members are sent to allotted KCG training programme and workshops on capacity Building programme.
- To empower girl students and make them independent various short term training like cake making, Fashion designing, Food preservation etc. are organized by the Department of Home Science.

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

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

- The organizational structure of the institution includes, the Management Shree Nootan Kelavani Mandal, Governing body, the principal, teaching and non-teaching staff and students.
- The body is in constant touch with the principal and holds meetings to discuss issues pertaining to the smooth administration of the institution.
- The college follows the service rules and policies set by the University in matters of appointment of permanent teaching faculties, exam and assessment.
- The principal is in charge of all the activities of the college. The Heads of various departments, librarian, Administrative staff, IQAC coordinator are all answerable to the principal and students' council.
- Various committees and Students' Council regularly meet and address students' related issues, and conduct various programmes for the overall development of the students.
- There are anti ragging Cell, Women's Health Care Cell, Women

Empowerment Cell etc. that address issues related to health hygiene and laws of women.

- The IQAC monitors keeps a check on all the activities. It puts in earnest efforts towards the fulfillment of the vision and mission of the college.
- Appointments of Administrative members and teaching staff are done according to Government guide-line and service rules. After gets NOC from the government the management publish an advertisement in the local newspaper, for vacancy in various departments. In presence of the members of the Management, the University representative, a representative of the government, principal and subject expert, the interview take place and orders of appointment are given to the most eligible and qualified candidates.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Financial Support :-

- Credit Society for the financial welfare support of the teaching and non teaching staff.It gives various loansandalso distributes Gift Bonus.
- There is also the provision of Staff Benefit Fund and Group Insurance.
 - The retired employees get benefit of GPF, NPS joined and Gratuity.

Leave and Retirement Benefits :-

DL :- For attending Refresher course, orientation programme ,FDP, Workshops, Seminars etc.

Sick Leave :- 15 full and 30 half a year

Casual Leave :- 12

- The college also provides Travel Allowance to teachers for attending seminars and workshops and for academic meetings at the VNSGU, Surat and for participatinginsports or cultural events.
- TA is also offered for any visit to Gandhinagar for any administrative and academic issues.

Support Facilities :-

- Canteen - suggestion box
- Grievance Redressal cell.
- Parking facilities two wheelers and Four wheelers separate for teachers and for students.
- Water purifier and water cooler
- Ramps for specially abled students
- Sports room for indoor games - canteen for fresh and hygiene food

ICT :

- Laptop to all the faculties
- Free wife
- LCD projector in all classes
- Fully AC Audio Visual Room
- Desktops in Administrative Block and library computer lab with 25 computers.
- There is a Research Room furnished with comfortable seating

arrangements and required stationaries to peruse higher studies and promote research.

- Medical checkup faculty once a year.
- Washroom for boys and a well-equipped with an automatic machine to get sanitary pads and to dispose them in Girls' room.
- First Aid facilities.

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

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

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

3

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

22

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

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

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

The institution keep working to improve the quality of teaching - learning programme and to achieve this aim a system is introduced where all the teaching faculties have to fill up Self Appraisal Forms in order to evaluate their performance as an academicians. At the end of every academic year, all the teachers fill up this form giving information about their academic and professional

achievements, their participation in various curricular, co - curricular and extra - curricular activities, extension activities etc. This introspective exercise make them perceive their strengths and weaknesses which they can later work upon. This kind of Self Appraisal also helps them draw their career chart which can be updated according to the need of time.

The Institution also take students, feedback to evaluate the faculty performance for the students' point of view. Under this system the feedback forms pertaining to various questions regarding the teacher's skills, punctuality, sincerity, knowledge teaching power etc. are distributed among students. On the basis of the responses and ratings given by the students a graph showing the position of every teacher is prepared. The principal and IQAC them scrutinize there Feed back forms and suggest improvement measures.

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

6.4 - Financial Management and Resource Mobilization

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

To ensure utmost transparency in financial matters there is just and effective systems.

After the Annual Internal statement checked by the principal it is sent to the management to recheck and verify and later the report is submitted to the Government and the Director of Higher education. At the end of every year all the reckoning of raw material purchased in the Department of Home science and is properly audited.

Glad to state that no major financial issues and audit objection are noted till date. The record of the expenditure of CPE and RUSA grants separately is kept and the documents are attached in the 'Additional Attachment'. Last date of external audit

- All the completion of every financial year an external audit is done by Government agency.
- Dead stock Register, Purchase Register Department Accession

Register are maintained, checked and verified.

- Quotations are asked for before purchasing anything and with proper procedure .
- The panel of authorized auditors from District Register audit the financial matters of the credit society every year.

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

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

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

File Description	Documents
Annual statements of accounts	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

- They make sure to get adequate budget for various activities, development and maintenance of infrastructure.
- Our alumni contributed to buy the solar system. They also paid for the hoardings with inspirational sayings that beautify the institution.
- We have received CPE Grant of Rs. 6,14,878 this year .
- Income derived from the fees of the students is used to do various activities under the various committees of students' union.
- The principal, Finance committee and the Management takes care of the UGC funds and its utilization.
- All the purchase and expenditure are incurred through cheques or electronic mode and either principal or an authorized member of the Management can operate the transaction.

- Accounts are properly and regularly checked and documented by using Tally software.

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

6.5 - Internal Quality Assurance System

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

To maintain high academic standard and to ensure smooth functioning of the Administrative block the IQAC incessantly works through out the year.

- The IQAC organized webinar on Revised Framework of Assessment and Accreditation of NAAC- An Approach and a Talk on Seven Criteria of NAAC.
- An Induction Programme for the students of First Year is organized with a view to orient them with the activities and infrastructure of the institution.
- Online Meetings with member of management about the procedure of NAAC are organized.
- IQAC has maintained a strong Feedback Mechanism under which feedbacks are taken both from students, alumni and other stakeholders.
- Information system Management :- All the curricular, co - curricular and extra curricular activities are recorded both digitally and in hard copies. The IQAC has maintained a register in which the write record of all the activities of the institution with number of student participants is neatly kept. Every activity is daily uploaded on the college website and in IQAC WhatsApp group.
- The alumni distributed blankets and food to poor children. They even visit the college for guest lectures from time to time.
- For the emotional wellbeing of the students the IQAC has started 'Mentoring'. The sessions of mentoring is arranged once a week where the teachers talk and discuss various social, financial and even personal problems of the students and try to solve them. The teachers of psychology provide personal counseling to help students increase self confidence and improve personal relationships.

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

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

The institution has sincerely endeavored to improve the teaching learning process. Every department teaches through discussion PPT, role play, videos, movies, etc. In addition paper wise assignments, term papers, class test, oral test, G.K test are taken. During covid - 19 teaching is done through online mode. Assignments study materials, syllabus design, questionnaire are all shared through WhatsApp and Microsoft Teams. Staff notices, Management information are digitally shared. Various seminars and webinars are organized and attended by the faculties. Students' evaluation both internal and external is performed by preparing question papers in google forms. Requisite information regarding lectures timetable, exams are digitally disseminated to the teachers, students, university and the government. The IQAC organized FDP and interdisciplinary seminars with a view to upgrade teaching and promote research.

Infrastructural facilities are increased wherein LCD projectors and white screens are installed in every classroom. Required software are bought and installed to prepare fully automatic library. It faculties teachers as well as students with e - books and e - materials pertaining to syllabus. The IQAC encouraged the faculties to teach with ICT and even keeps record.

- Laptops to all faculties
- Education tour, Industrial visits Induction program
- MoU with Tithal Gram Panchayat and Magod Dungari Green Panch and Blood Bank Valsad.
- National conference / FDP organization Emotion Intelligence (2017 - 18).
- Certifiable courses (QIF)

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
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

As ours is a single faculty arts college and having maximum of girls students and female faculties the pedagogy of Gender Equity is the major focus. The institution has organized a number of programs related to Gender sensitization. There are various committee like 'Women Empowerment Cell', 'Women Health Care Committee', 'Sexual Harassment Redressal cell etc. that organize lecture, training programs, extension activities with a view to bring awareness about the issue of Gender discrimination and women empowerment.

- A lecture of Dr. Daxa Thakor was organized to celebrate International Womens' Day.

- A suggestion Box is kept at the entrance where students can freely register their problems which are duly resolved.
- A seminar is organized on ' Adolescent Health Care'
- Nutrition counselling club organized a check up once fortnightly and give suggestions about healthy diet during menstrual cycle and pregnancy. It also provides guidance regarding weight loss and mal nutrition.
- The institution is 24X7 under CCTV surveillance for safety and security. Every entry into the institution is strictly monitored. We are proud to mention that there is not a single case of harassment reported till date.
- The Women Health Care committee went to a backward area and distributed sanitary pads and aware the women there about internal hygiene.

File Description	Documents
Annual gender sensitization action plan	https://www.jpsartsvalsad.com/clubgallery/womencell
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.jpsartsvalsad.com/galleryview/Uudkuacr1fAWMLjR1646192030

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

C. Any 2 of the above

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

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

E-Waste :

Being an Arts College E-Waste is not produced on daily basis. Thus, we have very less quantity of E- Waste. However we have sold out scraps of computers, wires etc. with the permission of the management. But most of our E-Waste is government property therefore we are incapable of discarding it unless a permission is granted by the government.

Solid Waste:

Though there is an arrangement for solid waste from the college canteen and the department of Home Science we have not yet started recycling it properly.

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**

5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

B. Any 3 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	No File Uploaded

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

Though the majority populace of the institution belongs to tribale area, we adheres to merits during admission. Therefore students from diverse culture and community are admitted on merit basis, without any caste, class, gender andreligious discrimination. There is no dress code instead ID Card is mandatory for all, including students, teachers and even non-teaching staffto emit sense of equality and sameness among students.. Muslim are allowed to wear their traditional robs, burquas and caps. Festivals like Rakshabandhan, Diwali, Eid etc are celebrated with equal ardency. Law College corridor is kept opened and cleaned for namaz during Ramzan and even on every Friday for the Muslim students. As we have four courses based on four languages we celebrate various days and organize programmes to indicate respect for different days. Hindi Divas, Doha Gan, Narmad Jayanti, Umashanker Joshi Janma Jayanti, Ushans Vykhyan Mala , Sanskrit Saptah etc are celebrated with equal favor.The Institution celebrates diverse cultures by organizing various dance and Musical programmes pertainingto different cultures for example: , Garba, Hudo dance etc.

SC, ST, OBC Students are offered extra coaching, additional help from facilities. They are encouraged to excel in academics by offering various scholarships.

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

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

In order to foster national integration, patriotism and religious harmony the institution conduct number of programmes. The Independence Day and the Republic Day are celebrated with utmost enthusiasm. Patriotic Songs competition is organized. NCC March, hoisting of National Flags, recitation of National Anthem etc. make the celebration grand. It's a tradition of our institution to end up every programme with a National Anthem. With a view to promote the spirit of nationalism, To pay respect to the great freedom fighters of our country. We celebrate Gandhi Jayanti, 5th September the birth anniversary of Dr. S. Radhakrishnan is Celebrated as Teacher's Day. Students become Teachers for a day and take classes according to the time table. NSS Volunteers collect funds to help the martyrs and even celebrate Martyr's Day' by offering prayers. In collaboration with Rajchandra Mission, Mumbai the NSS volunteers took oath for Body Donation. Under activities like 'Swachha Bharat Abhiyan', Tithal Beach was cleaned. In collaboration with Valsad Gaushala and Panjalpore the NSS Students, organize Pasti Apo Punya Kamao programme.

Activities like Poster Making Competitions on National Symbols, Road Safety Week, Lecture on Consumer Rights, Fit India Cycle Rally, Celebrated of National Voters Day by Voting Awareness Program. Azadi ka Amrut Mahotsav was celebrated with a number of programs with a view to foster moral values and make students better citizens.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,

C. Any 2 of the above

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

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

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

The institution sincerely and regularly celebrate days of National - International significance to foster ethical values and promote global integrity. Both the Independence Day and Republic Day are celebrated with great pomp and Splendor. With ceremonial flag hoisting the National Anthem is recited in Unison along with NCC March and proper salutation. To recognize and respect the practice of Yoga, we celebrate Yoga Day. The Eco Club celebrates World Sparrow Day by organizing lectures on Save Birds Save Environment and by distributing Bird Houses among students. Yuva Saptah is celebrated for a week in honor of Swami Vivekananda where various educational activities and social welfare programmes are organized. To remind the historic and noteworthy journey of women towards betterment and to establish their independence the institution celebrates International Women's Day on 8th March every year. Various events and programmes like innovation lectures on women's Health and Hygiene, Right of Women's Laws for Women are organized. NSS Unit organizes Guest Lecture to encourage students to vote and thereby take active political process. The District Collector visits the institution and encourage students to get enroll in the electoral rolls and make them realize their commitment toward nation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	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.

Committee - Alumini Association

Name of the practice - Donation and Distribution of bird houses and other social activities

Objectives - to aware students about saving birds and thereby save environment

1. To cultivate habit of helping the needy
2. To cultivate kind and humanistic approach towards other creations of nature
3. To aware students about how to handle autistic child

The context: 40 Bird Houses are donated to the college by alumni association and are hanged on trees of the campus. More 25 bird houses are donated and are distributed among students to be hanged in their areas. The members of alumni association went to Khajurdi and distributed blankets and food to the poor children. Dr. Hiren Patel impart knowledge about the psychology and behavioural pattern among autistic children and guide students about how to handle this type of child.

Committee: Samvedana

Practice: Charitable extention activities

Objectives: To inculcate sympathetic approach towards the lower starta of the society

2. To educate underprivileged children in English

3. To prepare students on future teachers

Context: The Team Samvedana goes to Swami Vivekananda Government primary school and teach basic English there. They also distributes Stationary, Compass boxes, chocolates, snacks among the children from time to time. Not only that the members of the team went to Sidumbar (interior village of Dharampur) and visited Ashram shala there. They distributed blankrtrs, food, sweaters, notebooks etc. to the children of the school. They even make them play games and sing bhajans .

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The most distinctive and extra ordinary programme of thr institution is NSS.The unit works 24*7 towards instilling the idea of social welfare, provide maximum service to society without any bias and to develop strong sense of responsibility towards the nation at large. This Year the NSS has adopted Segvi Village for a year and conducted a number of social welfare activities. Under the Azadi ka Amrut Mahotsav during the yearly workshop of NSS the volunteers worked towards the five projects.

They made all the villagers fill up forms regarding Vaccination, Sanitizers, booster dose etc. and encourage them to actively participate in all Government Programmes. Five lectures of five experts on the above five projects. NSS organized Corona Vaccination Program under which students were made to take first dose. The Programme officers participated in one day Workshoop at VNSGU, Surat.

NSS Volunteer Tarak Raut is selected for Pre. R.D. Camp and has attended a workshop at Jalgaon, Mahashtra. He even participated in State Level Parade at Veraval.

The NDRF organized Disaster Management Training Programme where NSS Volunteers were trained in how to respond in emergency or how to

prevent the harmful effects of hazards.

The best social activity done by NSS is "Pasti Apo Punya Kamao" under which NSS students collected 4125 kg pasti and donated to Gaushala "Panjlapore". The students also collected Rs. 1 lakh from the surrounding area and donated to Gaushala "Panjalapore."

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

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year

1. To start piggy bank project to help economically poor students
2. To plan to celebrate meghani jayanti with a view to preserve mother tongue
3. To install free WiFi in the staff room and research Room
4. To organize an exhibition of hand made things and make students earn while learn
5. To start courses/ classes/training to develop vocational skills
6. To involve as many teachers and students as possible in 'sanskrit sambhashan' program to preserve Sanskrit language.
7. To design a method for continues academic evaluation