



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		ANANAD ARTS COLLEGE, ANAND
• Name of the Head of the institution	DR. MANOJ R PATEL	
• Designation	PRINCIPAL	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	02692250260	
• Mobile No:	9824043050	
• Registered e-mail	aac.anandarts@gmail.com	
• Alternate e-mail	aac.anand@yahoo.com	
• Address	Near, Electric Grid, Anand	
• City/Town	Anand	
• State/UT	State/UT Gujarat	
• Pin Code	388001	
2.Institutional status		
• Type of Institution	Co-education	
• Location	Urban	
• Financial Status	Grants-in aid	

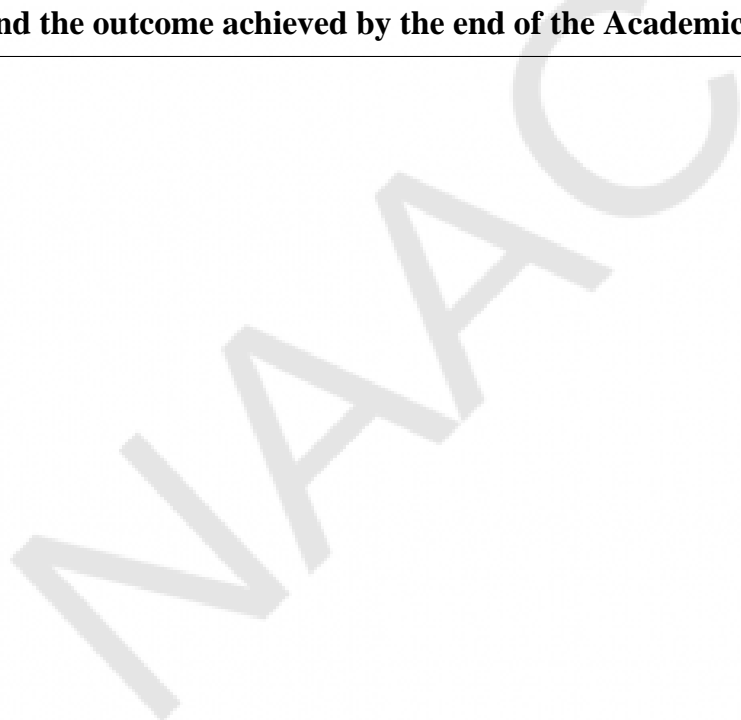
• Name of the Affiliating University	SARDAR PATEL UNIVERSITY				
• Name of the IQAC Coordinator	DR. KRUPA SHAH				
• Phone No.	02692250260				
• Alternate phone No.					
• Mobile	9427867167				
• IQAC e-mail address	krupa.work@gmail.com				
• Alternate e-mail address	aac.anandarts@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://aac.edu.in/wp-content/uploads/2021/01/AQAR-2019.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://aac.edu.in/wp-content/uploads/2022/04/ACADEMIC-CALENDER-2021.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.81	2009	29/01/2009	28/01/2016
Cycle 2	B+	2.91	2016	19/01/2016	18/01/2021
6.Date of Establishment of IQAC			30/06/2009		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	Finishing School	KCG (Govt. of Gujarat)	2020-21	125000
Institutional 1	Maintenance Grant	Higher Education Department, Govt. of Gujarat, Gandhinagar	2020-21	167128
Institutional 1	NSS	S P UNIVERSITY	2020-21	20000
Institutional 1	Gujarati Webinar Grant	Gujarat Sahitya Akadami	2020-21	17971

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	5
<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)	
1. To establish Microsoft Teams by enrolling all students to conduct	

online lectures as online education has been introduced in the education system due to pandemic Covid 19. 2. To Submit AQAR for the year 2019- 20. 3. IQAC and various Departments of institutions organized National and International Webinars. 4. Sahitya Akademi Sponsored National Webinar on "Suresh Joshi: Re-Assessment" organized by the department of Gujarati. 5. Introduction of UGC-MHRD-NSQF Approved Diploma/Degree Courses. 6. Introduction of University-approved Certificate courses.- 1. Certificate in Personality Development & Soft Skill 2. Certificate in Life with Shri Bhagavad Gita.

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
<p>To Organize Orientation Programme for first year B.A. students</p>	<p>Institution Organized Orientation programme for Newly admitted students virtually on 19th October 2020.</p>
<p>To Conduct IQAC meetings</p>	<p>IQAC of the institution conducted 5 meetings during the whole year for the Quality improvement and smooth functioning of the institution. Due to Covid - 19 Some of the meetings were conducted online.</p>
<p>To organize National & International Webinars pertaining to COVID 19</p>	<p>IQAC of the institution in collaboration with various departments organized National and International Webinars and Web Conference. Details are as given below: 1. Learning opportunities of English language in the period of pandemic COVID-19 2. Using technology to foster linguistic and literary competence https://www.youtube.com/watch?v=FJvkTFVBVM4 3. Academic Writing and Referencing https://youtu.be/RKUdrXCybiE 4. Basic of Research in ELT 5 Literature in English language Teaching: New Direction in online Teaching & Learning https://youtu.be/exAlnLl96-4 6. Reimagining the role of technology in humanities Inaugural Session: https://youtu.be/aBSuIc-KGPM Paper Presentation: https://youtu.be/9AdXHdcSbQY Session 2: https://youtu.be/W6WoMrWlrJA Session 3: https://youtu.be/rVYClxmoErw 7 Psychology of Life During COVID - 19 8. Gramya Sanskruti ane</p>

	Nirman 9. NAAC Assessment and Accreditation Process 10. Three Day National Web-Conference in collaboration with H. M. Patel Institute of English Training and Research on English Studies in India : Challenges, Policies and Possibilities.
To encourage faculties for research	Faculties participated/presented papers in National International Seminars/Conferences organized by other institution also they published their research papers/books in reputed journals.
To arrange Internal Examinations keeping in mind the University academic calendar	Due to Covid 19 institution arranged Sem-III and Sem-V online Internal Examination through Microsoft Teams on 26/08/201 to 4/09/2021 and Sem-I 28/12/2020 to 5/10/2020. Sem-II, IV & VI internals were arranged from 15/03/2021 to 23/03/2021
Finishing School	Components completed on " life & Employability Skill and Functional English Skill". 86 Students participated and Completed 120 hours of their training.
To invite experts (all subjects)	Almost all the departments invited Subject experts from the other institutions
To organize extra-curricular activities	Various Departmental Activities under Saptdhara, Days celebration, CWDC activities and other activities.
To Organize Institutional Annual Day	Celebration of 58th Annual Day of the Institution On 10/03/2021
N.C.C Activity & Camp	1. N.C.C camp- 85 students participated in NCC camp

	<p>organized by 13 Gujarat Bataliyan NCC V.V. Nagar from 21/02/2021 to 24/02/2021 2. N.C.C day celebration 3. World Yoga Day Celebration</p>
N.S.S Activity	<p>Given the many challenges presented by the COVID-19 pandemic, a show of solidarity exhibited through volunteering is heartening. 18 Volunteers of our Institution were enlisted and started undertaking tasks such as delivering medicine, masks, and grocery to the needy. NSS of our institution organized virtually many activities such as 1. Webinar on "New Education Policy" 2. NSS and IQAC of our Institution organized webinar on "Gramya Sanskruti ane Nirman" 3. NSS in collaboration with District Employment Office organized Webinar on "Career Guidelines" 4. Virtual Rangoli and Paiting Competition 5. Mask Distribution 6. Gandhi Nirvan Day Celebration 7. Tree plantation, visit to Old age home 8. 'Road Safety Month' celebration from 17/01/2021 to 18/01/2021 9. Voting Day Celebration 10. Days Celebration and various competitions were organized</p>
To apply for the new courses from the various governing body	Introduction of UGC-MHRD-NSQF Approved Diploma/Degree Courses.
To acquaint the students with the transformation in learning methodology	Provided reference manual and video links of using MS Teams to students. Faculty members also guided them for smooth transition.
13. Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	01/02/2022

Extended Profile

1. Programme

1.1	18
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1309
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	989
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	363
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	16
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	21
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	22
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2326404.61
4.3 Total number of computers on campus for academic purposes	86

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

As Anand Arts College, Anand is affiliated to the Sardar Patel University, it follows the programs as designed by the university, and the courses are offered as per the syllabus designed by the university. However, as Covid-19 and the nationwide lockdown struck in March 2020, the academic year came to an abrupt halt.

Academic planning for 2020-21 could be done only when the UGC, Gujarat government, and Saradar Patel University issued guidelines in June 2020 to start online teaching. Even in the time of nationwide lockdown, our institution organized various webinars so that the teaching and learning process keeps continuing and students can be benefited.

The institution ensures effective curriculum delivery through a well-planned and documented process. The college implements the curriculum of the Sardar Patel University by strictly adhering to the academic calendar of the University and Gujarat higher education commission. The faculty members are encouraged to attend regular meetings on curriculum implications and creative ways of delivering all curriculums.

IQAC of the institution plans the calendar of the year based on the university academic calendar and informs the central timetable committee to prepare a schedule. Curricular and co-curricular activities are planned in the academic calendar to achieve the set outcomes but due to Covid 19 academic planning was not certain, hence Institution tried its best to keep everything on track.

Gujarat government procured the MS Teams platform for all colleges and provided access to all faculty members, administrative staff, and students of the college. Anand Arts College, Anand appointed Dr. Krupa Shah as E RTP of the institution. The institution provided training to its staff members to ensure effective online teaching, and guidance to the students to ensure proper learning at their end. Department-wise meetings were held and faculty members together prepared the plan to teach various topics under each course.

After completion of the Online admission process, the program commences. Workload allotment is done to all the teachers as per their expertise and University guidelines. According to the distribution of courses, individual teachers prepare their lecture plans for the entire theory and practical course. The teaching plans are recorded in the Academic Diary which contains information such as Personal timetable, Academic planning, Result analysis of the subjects taught, and daily teaching details. The academic diary is maintained by all the teachers and monitored by higher authorities.

A timetable ensured regular classes during the entire year. Informal evaluation of course completion was done at the departmental level regularly from time to time. A comprehensive evaluation of students

was done through online assignments and online internal tests conducted by the college. Students even had mock tests so that they can get acquainted with the technology. Online soft learning materials were provided to students and regular updating of the library and enhancement of ICT facilities were done. The final semester-end examination was conducted by Sardar Patel University.

Thus, by optimum utilization of available infrastructure, entire curriculum delivery is very well planned, effectively implemented, and properly documented by all the faculty members. The faculty members at the beginning of each academic year prepare an academic planner which is followed throughout the year. One such planner prepared by a faculty member from the English Department has been uploaded here.

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)

The academic calendar is a very useful document, which contains the tentative dates of internal and external semester examinations, co-curricular and extra-curricular activities, end of term and vacation period, to guide the teachers and students.

Sardar Patel University uploads the annual calendar at the beginning of every academic year on its website with broad details of major academic events. In accordance with these details, our institution's academic calendar is prepared by IQAC.

The institution has a vibrant culture of instilling inquisitiveness and scientific temper among the students through a number of activities that are declared in advance to the students through the Academic Calendar. The institutional academic calendar is made available to all stakeholders on the institution's website. Academic Activities- The faculty and students get a lucid picture of the activity schedule and adhere to the calendar. It facilitates planned coverage of the syllabus. Examination; because of its due importance, always gain the focus of all the activities in the academic calendar. Availability of the academic calendar makes aware

the students of the probable examination time. Continuous Internal Evaluation (CIE) is carried out in an objective as well as a subjective manner of assessments.

We continuously evaluate students by arranging various activities like classroom presentations, quize, Group discussion, etc. we encourage students to participate in these kinds of activitiesfor their overall development.

The year 2020-21 being an abnormal year due to Covid-19, subsequent lockdowns, and regulatory restrictions, the Sardar Patel University had revised/modified its academic calendar; hence our Institutional Academic Calendar was disturbed throughout the year. Online classes were conducted on the MS Teams platform throughout the year as per the regular timetable which enabled the students to learn at ease from the comfort of their homes. Online Examinations were conducted through MS Teams and for that students had mock tests so that they can get familiar with the online examination system and Teams. When the government permitted to conduct physical classes at the college in January 2021 our institution made necessary changes with time table as it incorporates hybrid teaching/lectures.

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

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

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

1.2 - Academic Flexibility

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

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

8

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

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

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

2

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

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

100

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

100

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

Educational Institution, being a very important part of society; has a major role to play in handling cross-cutting issues. As colleges are developing the youth of the country, our curriculum of some regular courses tries to address issues related to Environment, Sustainability, Gender, and Professional Ethics while some value-added courses aim to inculcate social, human values, thereby leading to the holistic development of students. Our various courses cover the following components to impart value education as follows.

Gender issues are covered in various topics of Economics, History and Sociology courses, and stories and other literary genres in the English and other language subjects. Human values issues are addressed in a general sense in various topics of social science and humanities courses. Soft skills courses offered by the College at various semesters seek to sensitize students towards various human traits. The Second-semester B.A. students have Environmental Studies as a compulsory paper. It helps to create awareness among students about environmental problems and the importance of protecting nature. Students are taught the issues of gender in the contemporary world. Some of the subjects of Social Science help to grow ethical values among students. They gathered knowledge about the socio-cultural heritage of India and the world as well. This course helps to grow intellectual values among history students and to develop liberal values among them. As a branch of social science, this course helps to develop social values among them. Above all, it helps to grow national and international understanding among them.

Advantages: The introduction of the above-mentioned subjects has its advantage for the nation and its citizens. It Promotes human dignity Promotes the awareness of rights and suggests the mechanism to

safeguard their rights. It also contributes to building discipline in society. By knowing their rights they can defend themselves. The exploitation of the environment will reduce. Sustainable development will be possible. It makes people understand the importance of protecting the environment. Benefits to the Students: The study of their own country's constitution and studying the importance of the environment as well as understanding their human rights help students concentrate on their day-to-day discipline. It also gives the knowledge and strength to face society and people. Students will learn to respect other people's rights in their maturity. Students will learn about our tribal fairs and festival, and culture. It increases the human values as well as the intellectual and analytical skills of the students. By studying all these subjects at their degree level they will learn to solve the dispute in a non-violent way.

The college has different committees which help to integrate cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability into the Curriculum namely CWDC, Anti-Sexual Harassment Cell, NCC, and NSS. The College also organized Experts Lecture, and competitions (essays, drawing, poster making)on issues relevant to Professional Ethics, Gender, Human Values, Environment.

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

Nil

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)	No File Uploaded

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

Nil

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

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

B. Any 3 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)	No File Uploaded

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

D. Feedback collected

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://aac.ngsoft.in/ext/feedback/student/

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

1950

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

989

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

2.2 - Catering to Student Diversity

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

The admission committee headed by the principal looks after the entire admission process. The rules and regulations of eligibility for admission of Sardar Patel University are followed. The reservation policy for SC, ST, OBC, and differently-abled categories

is strictly implemented and these categories are not deprived of equal opportunity. Students are given complete freedom to choose the core and elective subjects of their choice and interests. Anand Arts College, Anand is characterized by the principles of diversity and equity of the students' groups who seek admission. Most of the students come from rural and backward backgrounds. As students from diverse educational, economic, social, linguistic, and locational backgrounds secured admission at the undergraduate level during the Covid year and started studying online, the faculty members tried to help students from vernacular mediums and make them feel comfortable with the English language by delivering bilingual lectures for initial few days as far as a compulsory subject is concerned.

The Institution organizes an orientation program for newly admitted students to make them aware of the institution. There is a 3% reservation for students belonging to differently-abled categories as per UGC notifications. Their requirements and needs are given special care and attention; the college has made a ramp to facilitate them. Catering to the diverse needs of students college has most of the students from rural and backward backgrounds. The college takes care of all students in the following ways: 1. During the very first semester itself, the faculty members identify the advanced learners from each batch by using class tests, verification of academic records, personal interaction with students and parents, and their performance in the class including seminars, assignments, etc. Teachers would encourage students to unmute their microphones, participate in class discussions and ask questions so that their doubts could be solved. 2. Our college has its own Psychological Counseling Centre where special students are counseled by teaching faculties. Counseling aims to direct advanced learners positively and positively utilization of their capacities and help to enhance self-the esteem of slow learners and help them to come out of learning problems. Students, both advanced learners, and slow learners, we're encouraged to contact individual teachers online for one-to-one clarification

3. Advanced learners are given opportunities to participate in various inter/ intra college and university level competitions like quizzes, debates, poster presentations, elocution, etc. Advanced learners are assigned extra responsibilities of mentoring slow learner students. Advanced learners are also encouraged to access additional study materials from the library. 4. Once the special students are identified by the faculty, these students are advised to join the remedial classes, organized by our college after a regular timetable. 5. The remedial classes provide teaching assistance to special students in all disciplines after the regular

class hours according to the convenience of the students. These students are also provided access to the library and regular assignments and test papers to monitor their progress throughout the program. 6. Our college students have a major problem with English so there is a remedial class English for all three years of students. 7. During examination differently-abled students are provided help such as writers for the students having a partial vision and functional disability. There is a separate common room for the girl students. 8. Later, these students are encouraged to enroll in extra-earning programs which are run throughout the entire journey of three years. FINISHING course is also offered to final year students for their personality development and to increase employment opportunities. 9. When a student plans to discontinue his studies, the college contacts and encourages him/her to continue the study. In most cases, the reasons for dropping out include economical crisis, Marriage (mainly in the case of female students), or changing the course of study.

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

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

Number of Students	Number of Teachers
1309	16

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

"I hear and I forget. I see and I believe. I do and I understand." Confucius. It is not a new concept to us as we always believe that the Best Guru in our life is the Experience. Participative and Innovative Pedagogies are used to achieve the goal of experiential learning:

During the year 2020-21, when there was limited face-to-face contact

between teachers and students, it was a challenge to enhance the online learning experiences of the students. Learning was made student-centric by boosting the interactive process in academics. As teachers took online classes on the MS Teams platform, they could use technology to make classes more interesting and student-centric. Wherever possible the practical approach to teaching-learning was adopted to ensure that students did not lose interest in online classes. After sharing videos and movie excerpts in the class, wherever possible, teachers posed questions. Students had to analyze and give their viewpoints. This encouraged participative learning. Discussions, quizzes, and assignments in online classes made learning a fun activity. Questions were provided at the end of every online session and students solved them on their own.

The Practices/ Methods:

The English Department to inculcate imagination and creativity skills among the students organized various online activities like quizzes, presentations, debates, etc. The psychology department conducts competitions, and workshops for the students to showcase their talent through interactive presentations, games, personality assessments, and projects regarding cross-cutting issues. Different departments give survey-based assignments to the students.

Expert Lectures, Workshops, and Field visits are organized for the students.

Teachers also shared links to free online learning resources like websites, videos, blogs, books, movies, notes, presentations, etc so that students could refer to them at their convenience. College introduces their APP- 'Anand Arts College, Anand' for students to make education and communication easy and faster.

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

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

Apart from traditional classroom teaching practices, the teachers are encouraged to use ICT-enabled teaching pedagogy. Teachers reach out to the students through various technological mediums and

channels. The college has its own learning management system. Our institution has eight (smart class)-a tech-upgraded classroom that enhances the teaching and learning process for both the teachers and the students by inculcating audio, video, animations, images, multimedia, etc. This increases the engagement factor and leads to better-performing students. This has resulted in a significant shift from the traditional methods of learning/teaching in order to elicit greater attention and interest from the learners. With the help of PowerPoint presentations and social media, teachers circulate tutorial problems, Assignments, Lecture notes, and other relevant materials to the students.

Other platforms being used are Google classroom, Microsoft Teams, Facebook live, Google groups and YouTube live for academic activities. Teachers of the institution also bring out the latest lecture series through their own YouTube channel. The college also has its official YouTube channel to reach out to all its students.

During the year 2020-21, the pandemic and the subsequent restrictions necessitated exploring new ways of teaching-learning. With colleges closed for a long period, teachers engaged students in online learning using the MS Teams platform. Effective teaching was possible only by using ICT tools. Teachers used various gadgets such as laptops, smartphones, tablets, I-pads, digital writing pads, headphones, microphones, etc to conduct online classes. Depending on the subject, teachers used presentations, videos, movies, e-books, blogs, websites, notes, etc for making the learning process an enjoyable experience for the students sitting in their homes

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://aac.edu.in/general-information/

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

16

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

2.4 - Teacher Profile and Quality

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

16

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

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

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

10

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

228

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.

MS Teams platform was used to conduct online classes as well as internal assessments. Assignments were collected online using MS Forms or Google Forms. College internal exams were conducted online using MS Forms which ensured complete transparency and freedom from any prejudice in internal evaluation.

With online teaching-learning during the year, the College followed the guidelines declared from time to time by Sardar Patel University and the government of Gujarat as regards continuous internal assessment. The institution examination department makes policy decisions for transparent and robust internal examinations. Student's development is assessed by 30 marks Continuous internal evaluation (CIE). Accordingly, evaluation of students was done through online assignments and exams. The pattern of internal evaluation, tentative dates of assignment submission, college examination, and other relevant details were discussed in the staff meeting and then communicated to the students. The internal examination Committee in consultation with the Principal prepared a schedule for the internal examination. Timetables were displayed on the college website and circulated in student WhatsApp groups. Before the examination, Mock tests were scheduled and conducted to make students familiar with the process and resolve queries. Re-examination for absent students was organized in the same manner. All mark lists were submitted to the Examination Department for the record.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://aac.ngsoft.in/ext/result/

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

For students who have any grievances relating to the examinations, results, marks -the concerned subject faculty will clarify the internal examination-related issues and questions raised by the students. If requires the matters are discussed with teaching faculties and principals. The examination committee consisting of senior faculty members looks after the internal evaluation process under the leadership of the principal. Any student can approach the faculty concerned for any exam-related grievance. If a student is not satisfied with the teaching faculty's explanation then the student can approach the grievance committee. The Examination committee solves the student's grievance within 5 working days from receiving the written grievance. Students can also demand an internal examination paper if they want to see it. The college provides answer sheets to students who have grievances. According to the prevailing norms students can apply for reassessment and rechecking to the office of the affiliated university (final examination) through the administrative office of the college. The administrative staff under the instruction of the principal forwards the application for the reassessment to the office of the controller of examination and follows it up with regulations to ensure speedy redressal of grievance. According to the prevailing norms students can apply for reassessment and rechecking within ten days of the announcement of results. Students can also make a demand for a copy of his or her answer book under the right to information act of 2005. The university has an independent system with reference to evaluation and offers rechecking and reassessment facilities at a nominal charge after the result are declared. Before the submission of internal evaluation to the affiliating university prepared internal evaluation mark sheets are displayed on students' notice boards. In case of any doubt or query, students can approach the examination committee for clarification. All important matters relating to college internal assessment, examination, and assignments, such as patterns, marks, submission deadlines, etc were intimated to the students through circulars put up on the MS Teams platform which was used throughout the year for online teaching. The marks scored by students were put up on MS Teams/Whatsapp groups and

displayed on the college notice board. Any student having an examination or evaluation-related grievance could apply to the College for verification. The college informed the teacher concerned, who checked the records and solved the queries. The student would then be intimated of the result of the verification

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.

The college carries out our teaching-learning and co-curricular activities for our students, with the following goals.

- To enable students to learn the implementation of knowledge.
- To promote critical and creative thinking and clear comprehension of the subject among students.
- To enhance better and clear communication and other skills.
- To build up confidence in leadership qualities.
- To make holistic development of students' Personalities.
- To create their employability and working skills.
- To prepare responsible citizens of the country To be aware of students themselves.

Outcomes of the program: The goal of our college is to create an environment for the holistic development of students. The learning outcomes from the academic curriculum, co-curriculum, and sports are circulated among students and also displayed on the website. The college also arranges guest lecturers for the wide coverage and curriculum of achievements of the institution. The college has a degree program at the UG level (Sanskrit, Hindi, Gujarati, English, Economics, History, Sociology, and Psychology) which can be more employable.

Program outcomes in Subjects of Language (Sanskrit, Hindi, Gujarati, and English)

- Fluency and creative writing skills and communication skills
- A better understanding of texts in their cultural and historical contexts.
- Able to interpret literary texts across cultures Can analyze literary text in a contemporary and comparative context and critical, social, and cultural aspects are also covered.
- Comprehension of creative, imaginative, and original literature in the context of the global world
- Better understanding of significant development of the different eras of literature
- Apply theoretical approaches to the critical reading of literary texts

Program outcomes in the subject of Social and Behavioral Science (Economics, History, Sociology, and Psychology):

- Students can build a strong foundation of knowledge in their respective core subject
- To develop an attitude toward working effectively and efficiently at the workplace To become Self-reliant
- To develop Empathy for Community life Responsible citizens
- To cultivate social, ethical, and moral values of community life.
- To apply Social and Behavioral Science theories in the real world

The college conducts induction meetings for new students for a comprehensive acquaintance of the college and its activities. They have been made aware of rules, regulations, and guidelines through the prospectus and students are also aware of what is expected from them after completion of B.A. Many of our students after graduating proceed for further studies in professional courses like B.Ed, L.L.B., etc. The results of outcomes assessment are used to evaluate the effectiveness of academic programs and activities. Subject and course-wise outcomes are evaluated by colleges in their academic year. The curriculum, teaching, assessment, and learning in the college are students centric and updated each year with technological change. All eight subjects (departments) also prepare their expected outcomes and communicate to students about the same.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://aac.edu.in/programme-outcome/
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Institute is affiliated to Sardar Patel University (SPU) VVN. We offer Undergraduate programs and courses under the Faculty of Arts. For these programs and courses, the institute followed the curriculum designed by SPU. The Programme outcomes and course outcomes are evaluated by the institution by direct and indirect methods.

The College has clearly stated the Program Outcomes (POs) for the B. A. (Arts) program and Course Outcomes (COs) for all courses. They have been communicated to the teachers and students. As the teachers deliver course contents in the respective classes, they make sure that the expected outcomes are attained by the students. Teachers set questions in the examination question papers keeping in mind that they help to measure the outcomes. Marks obtained by the students in the college test and final university examination are a measure of the attainment of the PSOs and COs. Assignments/projects submitted by students and marks obtained by them also indicate the outcomes. Class performance activities consisting of CIE/Formative assessment like assignments/tutorials/ experiments/quiz/any other activity related to COs is conducted. Analysis of the results of the students by the college helps to evaluate the attainment of POs and COs by the students.

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

2.6.3 - Pass percentage of Students during the year

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

232

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://aac.edu.in/result-analysis/

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://aac.edu.in/criteria-2/>

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)

NIL

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

0

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

11

File Description	Documents
Report of the event	View File
Any additional information	View File
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

14

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

13

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

The college vision includes the holistic development of students and the sustainable development of society. The college carried out extension activities for communities and sensitizes students toward social issues and holistic development.

The College has active NSS and NCC units, which act as liaison units in arranging various extension activities in collaboration with various local organizations. They sensitize the students to various social, health, environmental issues and ensure their holistic development, and groom the softer side of their personalities. Blood donation camps, visits to hospitals and old age homes, tree plantations, cleanliness drives, talks by experts for physical and psychological wellbeing, etc and programmes for environment consciousness, gender equity, civic duties, etc are organized to sensitize students to various social issues.

1. NSS (National Service Scheme): The college has done NSS (National Service Scheme) programs namely Swachh Bharat Abhiyan, tree plantation, save the environment, Gender sensitization activities, Fit India Movement activities, activities related to awareness of Covid19, etc. This program aims to sensitize students and communities to cleanliness and a hygienic environment. The impact is that now students learn cleanliness so that our campus is clean and plastic-free. 2. Environmental consciousness: The college organizes a tree plantation program for communities and students/ staff. Every year college celebrates tree plantation day when more than 100 trees were planted by students, teachers, and staff. Awareness-related sexual harassment act-2013 College organized expert lectures on the sexual harassment act-2013 and gender equality. The impact of the

lectures is that students are made aware of sexual harassment and gender issues and students also get sensitive to gender equalities and sexual harassment cases. 4. De-addiction: The college organizes de-addiction programs to bring awareness among students and local communities related to addiction and the disadvantages of addiction. The programs are too successful to bring awareness and develop a negative attitude toward addiction. Voting Awareness programmes are also conducted by NSS. Yoga/ Fit India: The College celebrates World Yoga day every year. However, during the pandemic year, most of these activities could not be conducted due to government restrictions. However, the NSS volunteers of our institution have worked tirelessly in wiping the tears from many faces that suffered during the pandemic period. Some of the campaigns included feeding the hungry and offering them masks, food packets, medicines, and Immunity booster drinks to the community of Anand.

File Description	Documents
Paste link for additional information	Nil
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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
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

18

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the 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

1966

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

3.4 - 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

27

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution is located at the heart of the city of Anand. The Institution magnificent building on a landscape of 1498.32 sq. mtrs. owned by Anand Arts College, Anand is well connected by Rail and Road. Merely 272 students enrolled when the college started in 1963. However, through sheer dedication and perseverance the march of progress went on and this full-fledged college today has the strength of more than 1300 students.

The institution provides enough classrooms as per the requirement to accomplish the various subject offered by the university. There is a proper arrangement of fans, light, green board, Whiteboard, stage, LCD projectors, Smartboards, wifi Connection, podium, and sitting facilities which are very conducive for learning. Among the 21 classrooms, 8 classrooms are equipped with technological aids such as LCD Projectors, Smartboards, and internet connectivity. The college has an air-conditioned Seminar Hall with LCD Projector, White Smart Interactive board. The classrooms have sufficient space as per the requirement of the class and are spacious, well-ventilated which is very much important in pandemic situations like covid-19. Regular maintenance and cleaning of the classrooms as well as the passage area are done to maintain the cleanliness and hygiene of the campus. Our classrooms are suitable for traditional chalk and duster teaching as well as ICT-enabled modern teaching facilities.

The Seminar hall is used for holding seminars, symposia, group discussions, workshops, lectures, etc. The college has a departmental room for faculty. The college has a well-equipped Audio-Visual hall named Bhaikaka Hall. This hall is available for curricular, co-curricular and extra-curricular activities. The seating capacity of the hall is 300 individuals. Facilities available in the Hall are LCD Projector-3, Computer Audio, Music System, Podium, Microphones, computer with wifi connection, extraordinary lighting, etc.

The college has a common staff room with a computer and internet for regular meetings in small groups, locker faculty wise, water purifier, and washroom and restroom facilities.

Details of the Computing facility. College has 86 computers -desktops and laptops and related accessories for teaching as well as for practical purposes.

Our college has a separate computer lab, with air-conditioned. It has computers with internet facilities - 'E-language lab' we impart training to students in English Proficiency by running 'SCOPE' Programs. Our college library has fully automated Soul 2.0 software with a capacity for more than 100 readers and is well stocked and presently has a collection of 53133 books on different subjects. Our college has developed its own app "Anandartscollege" to provide information instructions, study material, online attendance, assignment it is very useful for both the teachers and students to share their views and knowledge. Our college has psychological Counseling center/Psychology lab in which counseling related to students' problems, personality development, etc is done.

The college has G Suite account and a Microsoft license which helps in online teaching, online meetings and examinations, and recordings.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://aac.edu.in/general-information/

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

A sprawling green campus is the unique feature of the Anand Arts Campus. The entire campus is Wi-Fi enabled and under surveillance by CCTV cameras with round-the-clock security. The college campus has a permanent stage on the ground which is equipped with amenities necessary to conduct all the co-curricular and extra-curricular activities for the students.

The college has been providing all the facilities for sports, games, and cultural activities to the students. So students can identify their skills and interest level by doing more and more extracurricular activities which are part of the college. The college has excellent facilities for the following types of activities.

Indoor games:-The College has facilities for indoor games like table tennis, chess, and carom; the college has a special room for indoor games with adequate equipment. Outdoor games: college has a huge playground for outdoor games, such as cricket, athletics kabbadi Kho-Kho. Many college-level district-level and state-level tournaments have been organized in the playground. Our college has 400 mts, running track for students to their practice, we have also cricket pitch on the ground. All the necessary instruments and equipment for sports are available in the special sports department. The Institute has a permanent physical instructor appointed by the Government. The sports room and sports ground are properly maintained. Required Grounds and facilities are also developed. Available sports infrastructure is optimally used for physical education lectures and practice, inter-class and Inter College competitions by students and staff members.

Yoga: Our institution introduced the Diploma in Yog (Somanath Sanskrit University approved) in the year 2015. Since then our institution organizes various programs regarding Yog and its importance in our lives.

Cultural activities: - Institution in collaboration with NSS, CWDC, Saptadhar organizes various Cultural activities like musical morning, dance fest, essay writing competition, poetry recitation competition, patriotic song competition, drama, light vocal, drawing competition, rangoli, Mehdi, hairstyle, etc. it allows the students to develop their skills and exhibit their extracurricular abilities. They complement the curricular activities and groom the students in the "Art of living and working together." They are the true and practical experiences gained by students on their own.

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

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://aac.edu.in/
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)

1106627

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)

The College has automated its library and uses the Software for University Libraries (SOUL) software Version 2.0, which is state-of-the-art integrated library management software designed and developed by the INFLIBNET Centre based on the requirements of the college and university libraries. Purchase of books for the library, lending of books to students, and maintenance of stock register functions have been automated under the ILMS. This ILMS is used to manage all library collections like textbooks, reference books, journals, magazines, CDs/DVDs, etc.

Name of ILMS software: SOUL - 2.0 (INFLIBNET - GOVT. OF INDIA)

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 C. Any 2 of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

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

92370

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

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

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

55

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

4.3 - IT Infrastructure

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

The college has augmented its basic IT infrastructure from time to time by including the computer systems having advanced Pentium -IV microprocessors of intel family, memory configurations from 2GB RAM & 32 GB HDD to 16GB RAM and operating systems from Windows 7 to 10 and some other supporting high level of multitasking , multiprogramming environment.

College has 86 computers -desktops and laptops and related accessories for teaching as well as for practical purposes. They are assembled for various computing needs such as office, staff areas, library, general and research laboratories.

All the classrooms, laboratories and seminar halls support ICT-based teaching-learning processes with projectors, smart interactive boards, etc. Examinations of 1300 examinees are smoothly conducted due to sufficiently available printing facilities using high-capacity printers and scanners. The entire campus is under the surveillance of CCTV cameras and is Wi-Fi enabled. The Institution has a broadband facility of 40 Mbps bandwidth from GTPL to provide a Wi-Fi facility to everybody on the campus. The college has introduced an Application called "AnandArtsCollege"(Mobile

Application) for students and faculty so that teacher can easily share their teaching material and ideas with students and students can easily access all information.

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

4.3.2 - Number of Computers

86

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

424599

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.

Our institution received the Rusa 2.0 grant in 2018-19 under which the institutional building has been renovated. All the classrooms have been removed with new color, false ceiling, fans, led lights and also some of the classrooms have been equipped with high tech ICT tools. The drainage system has been improved and also renovated the boy's toilet.

For maintaining and utilizing physical, academic, and support facilities, different committees are established in the college, which helps in the overall development of the staff members and the students. IQAC monitors and manages the activities of all these committees.

The institute has appointed skilled workers to maintain and utilize physical, Academic and support facilities. As and when required, they provide all the Support services through their team. Our administrative staff also take care of Such facilities. The institute has a maintenance committee also. Physical Facilitates the campus is under the surveillance through cameras installed at appropriate places and 7 days 24 hours of professional security. Corridors, Passages, common areas, classrooms, parking, laboratories, and library are covered under surveillance. Two underground and overhead water tanks are Regularly cleaned and maintained by professional agencies. RO in the water Room with coolers is regularly maintained. The housekeeping Staff regularly cleans and maintains all areas, and washrooms and keeps them in Hygienic conditions. The college has an appropriate parking facility for staff, students, and visitors which is properly demarcated. It has an annual contract with an external security agency for providing round-the-clock security staff on the campus. The college has erected a completely secure fencing wall to enhance the security of the institution. The college has also erected ramps for differently-abled students

Regular cleaning and maintenance are carried out to provide an effective learning environment for the students. Regular cleaning is outsourced for the maintenance of buildings and other facilities. The maintenance and the cleaning of the classrooms are done by non-teaching staff (class-4). Available computers are distributed in departments, offices and libraries for administrative work as per the requirement and load of the work. Computers are connected through LAN and with a high-speed internet facility. Computers are provided with upgraded antivirus. Regular maintenance is carried out for the gymnasium, sports equipment and sports material from experts in the field. Regular use of fertilizers and pesticides is done to maintain the garden. Regular pruning of plants is done by a support staff of the college. Need-based repair work of furniture and fixtures (including electrical appliances like fan, A.C., CCTV, Equipment -Telephone, Sound system, Cameras,) is done by giving contracts to proper agencies.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

537

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

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

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

0

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

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

385

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

385

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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**

363

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

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**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
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.**

0

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

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

Anand Arts College, Anand, encourages students to participate in academic & Administrative bodies/committees of the college. The college aims to develop leadership and governance among students so that students allow to participate in all academic & Administrative bodies/committees of the college except Admission and examination. College use a decentralization approach in all practices where students are involved in decision-making related to college. College allows students to participate in the following ways:

The college collects regular feedback from students related to curriculum and co-curriculum. The college uses a suggestion box to collect students' suggestions and complaints. The Cultural Committee of the institution also allows students to be active members in organizing various cultural programs. Students represent different clubs of the college like the Creative Club, Reader's Club, etc

Representation is provided for students on Statutory Bodies such as the Internal Committee (for Prevention and Prohibition of Sexual Harassment), Anti Ragging Committee and Grievances Committee. The representatives participate in committee meetings, deliberations and decision-making processes and bring the much-needed students' perspective to the work at hand. Students are also active members in NSS Unit, NCC Unit.

Student representative of IQAC plays an important role by providing student input for making various changes at the College. The Ladies Representative is a member of the CWDC (Collegiate Women's Development Cell), which works for the financial, social and

emotional empowerment of girl students.

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

7

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

5.4 - Alumni Engagement

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

Every alumnus cherishes the time he or she has spent in college. AAC has been one such source and inspiration for all the students who have passed out from this campus. Not only does the academic rigor followed in the college, but also the values imparted, practiced and seen in this very serene campus make the alumni come back to their alma mater. Anand Arts College, Anand Alumni Association was established in 2019 and has more than 100 members. It acts as a link between the alumni and the alma mater. It aims to fulfill the desire of past students to have fellowship and helps them create an emotional bond with the college where they spent important years of their lives. Alumni Association enables the alumni to participate in activities that contribute to the general development of the college. It regularly holds wide-ranging programs, education and

entertainment, involving both past and present students, thereby contributing to the College through financial and non-financial means.

During the pandemic year 2020-21, though it was not possible to organize all activities, IQAC and institutions organized various webinars where experts addressed contemporary issues like the Impact of Covid-19 on Teaching and Learning. A Career Counseling webinar was also organized in which alumni were also invited

File Description	Documents
Paste link for additional information	https://aac.edu.in/alumni-form/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

to go to metropolises due to paucity of income. It was a mission to educate the have-nots with minimum expenses and education at the doorstep."

Mission Statement

"As the needs and aspirations of citizens of Anand and Charotar area go on expanding, the mission of the college expands. The ultimate aim is to educate and transform the minds of people to live in tune with the times. Hence all efforts of the college are in the direction of enlightenment and enrichment of the minds of students and this way to bring about a socio-economic change."

Anand Arts College, Anand heralded a new era of university education and opened new vistas of education in Anand town since it was the first college set up way back in 1963. In the seventies, other institutions followed the example of Anand Arts College, and many colleges opened in Anand. The college holds fascination and pride of place in the Charotar area of Gujarat. It is one of the prestigious centers of education and has a glorious tradition of imparting knowledge to countless people over the past forty years. Merely 272 students enrolled when the college started in 1963. However, through sheer dedication and perseverance the march of progress went on and this full-fledged college today has the strength of 1800 students. Those bygone years have left an indelible mark on the history of education in this part of the state.

The college has played a key role in shaping the future of many professionals. Today the alumni of Anand Arts College occupy distinguished positions in all spheres of life. This achievement and prestige have come after years of diligent pursuit by students, staff and management. The founders encountered difficulties of every sort but dogged determination and clear vision paved the way for the march ahead. Shri Ramkrishna Seva Mandal nurtured the infrastructure and encouraged all experiments for the growth and development of Anand Arts College.

Internal Quality Assurance Cell (IQAC) with the Principal works together for quality education. IQAC takes care of academic and administrative policies by preparing and planning in consultation with CDC members, Vice-Principals, Heads of the Departments, and senior members of the college. The academic and activity calendar is prepared for the smooth functioning of the college. Meetings are conducted and policy decisions are conveyed to faculty members. Different committees are formed to take care of day to day proper functioning of the college. IQAC plans to strengthen the research activity by motivating students to participate in the research conference and competitions.

File Description	Documents
Paste link for additional information	https://aac.edu.in/
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 Governing authorities of Shree Ramkrishna Seva Mandal take the lead in the governance and management of the institution. The Managerial Body and Executive committee of the management along with the Principal support the day-to-day functioning of the Institution administration. The management inspires the staff members by personal interaction during get-together meetings and motivates the staff to give the best in the teaching assignments. Authority and executive members of Management are always available to guide us in the overall development of the Institute. They encourage and sanction funds to utilize the funds for different developmental activities of the college. They also contribute generously in terms of awards and recognition to deserving candidates. The college practices decentralization and participative management by constituting Institution level committees and assigning work to different committee members. Committees are formed for various Academic and Administrative activities done throughout the year. These committees have teaching and nonteaching members along with students wherever needed. Each committee is headed by a convener and a few members under the chairmanship of the Principal. The official notice is issued along with the guidelines defining the roles and responsibilities of the committees. Effectively Functioning IQAC of the college has the inclusion and participation of each and every stakeholder of the institution. Policies and plans are constituted, monitored and evaluated by IQAC. The Principal, Vice Principal, Faculty In-charge, HODs, Administrative Coordinator, and the various committees implement the plans and policies together. The staff members participating in the execution of the institutional activities are motivated and good work is appreciated by authority. The committees prepare action plans and submit to the principal for approval. The committees carry out the activities and at the end of the academic year, the conveners submit the reports of the work done to the head of the institution. The student representatives are also nominated to carry out the co-curricular and extracurricular activities. Feedback available from the students and stakeholders are considered for the improvement of the plans and policies. The Principal constitutes different committees at the beginning of each academic year. These committees are IQAC Admission Committee, Time-Table Committee, Library Committee, Grievance Redressal Committee, Cultural Committee, Sports Committee, Examination Committee, Finance Committee Research Committee, CWDC, etc.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Online Teaching-Learning and Evaluation

The year 2020-21 being an abnormal year due to Covid-19, the college functioned according to the guidelines issued by the UGC, Gujarat government, and Sardar Patel University from time to time and made a smooth successful transition to the new way of education. Our Institution conducted online classes on MS Teams platform throughout the year. The training was provided to teachers to adapt to the online style of teaching and evaluation, and videos and manuals were provided to students to make them comfortable with online learning. When colleges were permitted to conduct physical classes while following Covid protocols, the college continued to conduct separate classes in online and offline modes facilitating students to choose the mode of learning as per their convenience. In addition to online teaching-learning during the year, the college conducted a comprehensive internal evaluation of students through online assignments and online internal tests using MS Teams platform. Assignments were collected online using MS Forms or Google Forms. College internal exams were conducted online using MS Forms. Mock Tests for students made them comfortable with the new way of assessment. The college ensured complete transparency and freedom from any prejudice in internal evaluation.

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 college is governed by Shree Ramkrishna Seva Mandal and is permanently affiliated with Saradar Patel University, V. V. Nagar.

College Development Committee (CDC)

College Development Cell is an apex body and acts as a link between the Management and the College. It comprises Office Bearers of the Management, the Principal, teacher representatives, and non-teaching staff representatives. The CDC plays a significant role in budgetary matters of the college and is actively involved in taking policy decisions on issues related to the development of the college.

Academic Administration

The college is controlled administratively by the Higher Education Commission, Government of Gujarat, and Saradar Patel University, V. V. Nagar.

The decisions of the Gujarat Government and university are forwarded to the Principal for implementation. Principle monitors the overall development in pursuing excellence in every aspect. The Principal as the head of the institution has a very important role in coordinating the different activities of the college and monitoring the functions of different sections. He is assisted in this area by different committees. The first step in its functioning is the formulation of the academic calendar at the beginning of the academic year. The calendar lists all the activities of the college and fixes the schedule. This is communicated to all Departments and each department is asked to draw up its academic plan for the year by the calendar.

At the department level, the organization includes Heads of departments, faculty members, and non-teaching staff. The Librarian is the head of the Central Library and is assisted by the Assistant Librarian, Library clerks, and library attendants.

The Physical Instructor heads the Department of Physical Education and Sports and has an attendant for his assistance.

Internal Quality Assurance Cell (IQAC):

The IQAC is considered the think tank of the college. It comprises the Principal, Co-Ordinator, teachers, members of the management of SRKSM, and other stakeholders like student representatives, Alumni,

parent representatives, and representatives from industry, education, and corporate sectors. All academic, curricular, extra-curricular, extension, and developmental activities come under the purview of the IQAC.

College-level Committees:

The overall functioning of the college is carried out smoothly and effectively with the help of different internal committees dedicated to student development through academic, research, curricular, extracurricular, extension, and outreach programs and activities conducted all through the academic year. While the Academic Planning Committee chalks out a detailed Academic Calendar, the other committees work in perfect synchronization for overall student development and the qualitative and quantitative growth of the institution. The Admission Committee monitors the intake of students to various UG programs based on the admission policies of the Govt. of Gujarat and guidelines laid down by S. P. University. The college ensures admission and caters to students with diverse needs viz. girl students, students from socially and economically deprived strata, and the divyanjan category. Students are also made aware of various government schemes, scholarships, and free ships which they can avail during their academic program.

Service Rules and Recruitment:

The college follows the rules and regulations laid down by S. P. University, UGC, New Delhi, and the Government of Gujarat. For the recruitment of non-teaching staff, the Management follows the rules set by the Government of Gujarat. However, certain policy decisions in this regard are taken by the Management and carried out at the college level. The Management of the college takes great care to ensure the quality and academic standards of teachers. Recruitment of teachers is carried out meticulously by a screening of applications and Interviews.

Promotional policies:

The promotion of teachers is based on the Career Advancement Scheme (CAS) of the UGC and the Government of Gujarat. The promotion of nonteaching staff is carried out as per the Government of Gujarat norms.

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

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Welfare Schemes for Teaching and non-Teaching Staff:

Encouragement & Motivation: The College encourages & motivates Teaching Staff for Orientation / Refresher / Short Term Courses. Nonteaching staff is encouraged to participate in Professional Development Courses related to Administration work and Duty leaves are sanctioned to the staff for this purpose. **Encouragement and Motivation for Higher Studies:** The College always encourages & motivates Teaching Staff for their Doctoral, Postdoctoral Studies. Teachers are encouraged to use ICT as their teaching aids to make their classes more interesting and effective. We have now fully functioning ICT-enabled classrooms and for this, the college provides the necessary infrastructure for the teachers.

Funded Research Projects: The College always encourages & motivates Teaching Staff to undertake Research Projects from UGC and other

governing bodies. Three faculties have completed their minor research projects till now.

Health Awareness & Sanitation:

Health Check-up Camps, Blood Donation Camps, HIV Awareness, Covid 19 Awareness Programs are conducted by the College from time to time, All precautionary measures were taken by the College during the Covid 19 Pandemic situation for example Oxymeters, Sanitizers, Temperature Guns, Soaps and maintaining physical distance structure, etc.

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

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

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

0

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

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

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

5

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

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

Performance Appraisal System:

for Teaching Staff The Institution follows the Performance Appraisal System laid down by the UGC and implemented by S.P.University in the Form of a Performance-based appraisal system the Minimum norms of the Selection Committee, Selection Procedure as well as API Score

Requirements for the Different cadres.

Teachers are required to fill up their (Academic Performance Indicators) API forms. The Academic Advisor and the Principal conduct a personal meeting with every faculty member, where the API report and the feedback analysis are discussed. Research conducted by the faculty member and papers published are also discussed and motivation for further research is provided. The Process is designed to explore the individual professional skills and progress of employees and their participation in Academic, Research, Curricular and Co-curricular activities which in turn lead to the overall development of the Institute. The Appraisal System for performance review is conducted by the Chairperson and Coordinator of IQAC. The Committee checks and reviews all documents and academic achievements. The Principal adds his remarks to the document and forwards them to the Management. The Management adds their final remarks on the Teachers' Appraisal form and recommends him/her for CAS.

Performance Appraisal System for Non-Teaching

A seniority-based appraisal system is applicable for non-teaching staff. As per the government of Gujarat norms, the non-teaching staff is promoted based on their experience depending on the availability of vacant post and test result which is organized by the Gujarat Government.

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

Internal Audit:

The College has a transparent mechanism for management and maximum utilization of the financial resources. The efficient use of financial resources is coordinated and monitored by the head of the institution. The college keeps a very transparent and effective system by following the guidelines of the government of Gujarat. The

accounts maintain in Telly software and entries accounts are monitored by authorities. There is a mechanism of checking, rechecking, and cross-checking accounts by the authorities. Besides, an arrangement is made by the management (Shree Ramkrishna Seva Mandal) for an internal audit by Hirenghai Asnwinghai Patel (Internal Auditor of SRKSM). The institution has an auditor named Jayant Patel and co. Who audits all the accounts yearly. Apart from this, the college management takes an active interest in mapping the all-around development of the institution. So they also insist on yearly audits of the institute. The institution was also assessed by the Department of Higher Education of the state of Gujarat. The last audit done for our accounts is in 2021. There are no adverse comments or audit objections In the case of spending on UGC grant, there is IQAC, Finance Committee and Library Committee take a decision.

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)

Nil

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)	No File Uploaded

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

College raises its funds through various resources such as fees from students, Salary grant received from the government for aided staff. In addition to the above-mentioned sources, the college gets other grants from KCG, Saptdhara, Maintenance grant also college has

received Rusa 2.0 grant in the year 2019. College also receives funds from SPU for quality improvement programs.

Every year budget is prepared taking into consideration the requirements of each department, office, and various committees. The budget is presented before management and approved by the same. The utilization of the budgeted amount is closely monitored. Special permission is required for non-budgeted expenditure.

- The college keeps transparency in the use of funds and strongly believes to use funds in the right place. The college takes the following steps for optimal utilization of resources.
- The college follows Gujarat state purchase policy 2016.
- The College the GEM website to buy any material and services.
- Principal of the institution takes care of collecting information on where funds are needed to invest and utilize.
- The Principal discuss in staff meeting before taking a major decision and the final decision is taken with the consent of the majority.
- The college takes care of the utilization of funds by death time and according to rules and regulations.

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

6.5 - Internal Quality Assurance System

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

IQAC of the institution is constantly working on quality improvement in various areas. IQAC of the Institution prepares a detailed academic plan for each academic year and ensures optimum utilization of the available infrastructure. Academic Calendar is prepared and uploaded on the institutional website. IQAC has adopted quality improvement strategies in areas like curriculum development, teaching-learning, examination and evaluation, and research and development.

- Online Education on Microsoft Teams and special Email ID and training of Online education Faculties and students training

for the online class and examination during Covid19

- IQAC tries to involve extramural support by roping in professional bodies for MoUs.
- IQAC in collaboration with other departments organizes various national and International Seminars/conferences/webinars/workshops.
- online co-curriculum and cultural programmers- developing students' personalities and enhancing their mental health implemented
- Saptadhara Programmes- 'Saptadhara' provides a cultural platform to students of higher education, where they feel the bliss of creativity implemented.
- UDISHA Programmes- increase students' job placement and train the youth of colleges and provide appropriate skills for the industry world.

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

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

The college has a functional IQAC setup as per norms that include Teacher Representatives, Members of Management, a representative of Administrative Staff, one nominee each from Local Society, Students, Alumni, Employers, and Industry. IQAC has constituted a feedback committee that seeks feedback regularly. Based on the feedback action is taken in the form of communication to the concerned teachers and the teachers are suggested to take action accordingly also teachers are encouraged to use ICT-based teaching methods to improve the teaching-learning process. The college received approval for UGC sponsored diploma/degree Vocational courses also the institution implemented two Saradar Patel University approved certificate courses for second and third-year students.

IQAC organizes monthly review staff meetings. Every teacher is expected to submit a planner for an effective teaching-learning process and co-curricular and extracurricular activities. Every year teacher is expected to fill the annual Performance Based Appraisal Form which IQAC scrutinizes for API verification.

IQAC of the institution in the time of Covid -19 takes the initiative for the pursuit of teaching and learning by organizing various national and international webinars. The year 2020-21 being an abnormal year due to Covid-19, the UGC, Gujarat government and Gujarat University issued guidelines in June 2020 to start online teaching. The institution conducted online classes on MS Teams platform throughout the year. When the government permitted conducting physical classes at the college in January 2021, the college gave students the option to come to the college with all SOPs in place. Online classes continued for all other students. Thus, by having a timetable that facilitated students to choose online or offline classes, the college ensured students continue learning at their convenience.

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

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://aac.edu.in/igac-meeting/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- **Gender Sensitivity Policy:**

Anand Arts College, Anand aims to maintain a gender equity and Social

equity in imparting education. The institute imparts quality education to develop

women leaders and professionals to be academically & technically competent with

strong professional ethics.

The college organized experts lecture on gender equity-like women empowerment, women, breast cancer, awareness of health issues, Legal rights Awareness for Women etc. the college has a different committee for gender equity namely Anti-sexual harassment, CWDC, an anti-ragging committee.

1. **Safety and security:** More than 50% of the students in the college are girls. Due to the rapidly changing social circumstances, girls have to be safeguarded and provided with proper care and attention. The Women's Cell is assigned with this task. In case of a sudden and unexpected ailment, proper first aid and resting facilities are also made available. Women Studies Cell, Anti Ragging Committee,

Grievance Appeals and Redressal Committee has been constituted as per norms laid by the university/UGC. The girls' hostel is very close to the College, is guarded and has a strict policy regarding timings and visitors. A separate block at the college for washroom and restroom facilities for the girls.

- Following are the policies of the college about gender sensitization:

-

? The institution will actively seek the input on the needs of the Faculty and

students.

? Educate the students on the gender imbalance that prevails worldwide for reasons

of safety and security.

? The institute will take all measures to enlighten the students about Women

Empowerment and Gender Sensitization.

? The Institution will maintain a healthy environment and takes the necessary

initiatives for the growth and development of its students.

? Awareness programs like the importance of human rights, Rights of Women in

Domestic problems to be organized periodically.

? Health awareness programs on the issues specifically related to women to be

organized for Faculty and students.

? Celebrate Women's Day every year with great enthusiasm.

? Conduct Specific programs to keep this policy effective.

- Safety and security of the students:
- Faculty accompany the students when they are deputed to attend off-campus programs like competitions, cultural activities etc .
- The NCC and NSS officers take great care in providing safety and security for the students while in the week-long camps.
- Counseling:

Personal Counseling is provided to the students at different levels

? Head of the Department

? Principal

? Grievance Redressal Cell

- In specific cases the parents are called and counseling is provided to them also.
- Heads of the Departments are informed and they extend their help and support to the students through counseling.

- Common Room:

A common room is provided for faculty and students to relax during the

break hours. This room contains all the facilities for taking rest when the students

are sick. These rooms are also used to refresh during cultural events or other

occasions.

File Description	Documents
Annual gender sensitization action plan	https://aac.edu.in/criteria-7/
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://aac.edu.in/

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

The College makes the students conscious of the importance of maintaining a balance with nature and conserving natural resources. The Institution creates environmental awareness among the students by making posters, organizing programs, and inviting experts. Dust bins at various places in the college building as well as on the campus ensure cleanliness and proper collection and disposal of green waste, bio-degradable waste and recyclable waste.

- 1. Solid waste management:** Over the years, solid waste management is an area of high priority for the institution. Our study revealed that solid waste accumulates via three major sources- Biological waste including food and waste materials from classrooms. The students are encouraged to bring their lunch in Tiffin boxes which eliminates the accumulation of food waste and plastic carry bags. The college also takes maximum

effort to minimize the solid waste produced from the classrooms. For that, the sweepers clean the classrooms and corridors twice a day. The plastic wastes are collected from the campus regularly, Under the mission 'Say No To Plastic' of WHO, the college arranges a dust-bin for solid waste collection and then systematically discards it. Our institution is strictly practicing "No Plastic Zone".

The other waste is collected by the municipal corporation. A proper drainage system as per municipal norms is in place.

1. **Liquid waste management:** The major source of liquid waste is from toilets and the canteen.

All these waste materials are systematically drawn to drains that are collected in septic tanks.

3. **E-waste management:** The e-waste arising from various departments including computer monitors, printers, and other peripherals is collected, segregated, and systematically discarded.

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 A. Any 4 or all 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:

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	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

E. None of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-

B. Any 3 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	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).

As an educational Institution, we have demographic diversity as the students hail from different socio-economic backgrounds and come from diverse regions having their language preferences.

Diversity is also seen in the parent stakeholders whose occupations range from farmers, auto-rickshaw drivers, house help to businesspersons, and doctors. Concerning the distinctiveness of every student, we try to ignite a feeling of 'camaraderie' among all the members of the institution by giving space to every stakeholder to participate, explore, enhance and attain their full potential, ultimately making the campus an equitable place.

A "Sarva Dharma" Prayer at the beginning of every day to invoke the divine blessings creates a harmonic, unifying, peaceful and calm atmosphere.

Celebration of National Festivals invokes patriotic feelings, solid aridity, harmony and respect for the secular tenets.

Interclass competitions have underlying themes that promote harmony and tolerance towards all religions, languages and communities.

Entrusting selections for competitions to teachers ensures each student gets an equal opportunity for participation and a fair chance of selection to represent the college.

Cells like SCT, WDC, Anti Ragging, Scholarship Committee and Student Council led by teachers are easily accessible to students.

Illustrations, case studies or questions hurting the sentiment of anyone are never used. All students are motivated to apply for various financial scholarships, join value-added courses and have equal career opportunities.

Students develop a perspective of "Sambhaav" and "Unity in Diversity" and shed the baggage of discrimination that they might have brought along with them at the time of admission.

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

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

The college organizes an orientation program for the Staff and Students at the beginning of the Academic Year. The orientation Program caters to introducing the staff and students to their rights and responsibilities. Ethical practices and responsible behaviors expected from the staff and students are conveyed in the orientation. The college celebrates days like independence day, republication day, Gandhi Jayanti, constitution day, youth day, NSS day, NCC day to Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties, and responsibilities of citizens. The college provides foundation and soft skill courses related to human values and professional ethics.

Celebrate the National Festivals with aplomb.

Organize an expert lecture on the Constitution of India.

Propagate the tenets of equality and secularism by organizing various theme-based competitions which reflect the tenets of equality, fraternity and brotherhood. These include debates, painting, poster making, theatre, dance and music.

Invite guest speakers to educate our students about their rights and

responsibilities vis-a-vis the society, state, nation and world. Promote community service through a variety of NSS and NCC activities and camps. Organize a Blood donation camp every year. Spread awareness about Thalassaemia, Aids, Organ donation and other such common issues through expert lectures.

In keeping with the Constitutional Responsibility of preserving and caring for the Environment, the college organizes activities with themes surrounding Environmental concerns. All mandatory committees like Internal Complaints Cell, Anti Ragging cell, Anti Sexual Harassment Cell are active and functioning. There is also a committee appointed to plan and execute activities to familiarize and implement a code of conduct and ethical behavior.

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

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

A. All of the above

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

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

National festivals create an environment in which students come together with similar sentiments portraying national unity and humanism. In a given academic year the college commemorates as many days of significance as possible. The range of activities to commemorate the day is diverse

To enlighten the students about the rich cultural history of our country and the sacrifices of eminent personalities, the college celebrates various cultural festivals and the birth anniversaries of great men like Mahatma Gandhi, Sardar Patel, Swami Vivekananda, Subhash Chandra Bose, etc. These occasions provide the students an opportunity to appreciate the contributions of these great people in shaping our nation. The college also celebrates regional as well as national festivals like Independence Day, Republic Day, Janmashtami, Navratri, Makarskranti, etc. The Navratri celebration on the campus extends the joy of students with the study. The college also celebrates other holidays of national significance including August 15th, January 26th etc when there will be flag hoisting ceremonies, rallies, cultural programs etc. It is envisioned that these activities inculcate in the students, a sense of pride in our great nation and its rich cultural heritage.

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

7.2 - Best Practices

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

Best Practice -1

1. Title of the Practice:

Inculcating the spirit of research among faculty for a progressive

technological growth

2. Objectives of the Practice:

1. To improve quality in the teaching-learning process.
2. Inculcate research skills and aptitude among faculty.
3. To publish papers in refereed International/ National journals and conferences.
4. To get research projects from several funding agencies.
5. Bring out awareness among the faculty about the global trends in higher education and research.
6. Adapt to new technology in the teaching-learning process.
7. Transform a teacher into a competent facilitator.

3. The Context

Research is a never ending quest for knowledge, which may be used to promote progress for the society. Today's world is rapidly developing, giving way and scope for new research initiatives to have a better life. To keep up with the growing needs and demands has become most essential parameter. To meet such demands, continuous research and development of new products and projects has become the need of the hour. This motivated the college to strengthen R&D activity that focuses on various independent domains and encourages multi disciplinary research.

4. The Practice

Teaching and Research must go together. With this aim, research is promoted by the college in the following ways and means:

1. Granting DL for attending seminars/conference/workshops/Orientation courses /refresher courses/FDP/FIP/Short-term courses etc.
2. Exposure to international expertise by organizing invited lectures, work-shops, seminars and conferences, etc.
3. To organize Webinars/Seminar/Conferences/workshops, etc.
4. To encourage faculties to pursue PhD
5. To encourage faculties to publish papers in refereed International/ National journals and conferences also publish books.
6. Providing high end computing facilities, with internet, Wi-Fi, and other facilities.
7. The supporting staff is also encouraged to upgrade their skills by being deputed to relevant authorized /recognized

training centers in their respective trades/fields.

Evidence of Success

Owing to the hard work done by the members of faculty, the following achievements have taken place in the Organization

1. No. of teachers availed the facility and obtained their Ph.D. :01
2. No. of teachers availed the facility and pursuing their research: 2 faculties pursuing Ph.D
3. No. of national publications by the faculty Books/Research papers in Journal : 31
4. No. of national/International Webinars/Web Conferences organized. :11
5. There is a tremendous improvement in teaching learning process as the faculty is exposed to latest areas of their topic of research. Further they are able to help the faculty who are fresh to initiate research.

6. Problems Encountered and Resources Required

1. Trying to inculcate the habit of doing research among many faculties which helps them to grow and the growth of college too.
2. Lack of time because of work load and academic work.

Best Practice - 2

1. Title of the Practice:

Promotion of universal values among students

2. Objectives of the Practice:

In today's world, where majority of the people are pursuing only self interests relentlessly, the institution recognizes the need to inculcate universal values like promotion of truth, selflessness, righteousness etc. The value education cell of our college is working with this goal.

3. Context:

The value education cell inculcates among the students.

1. Harmonious development of body, mind and soul and promotion of universal values.
2. Cultivate inner calmness-a way to peace
3. To help others
4. To preach and practice truthfulness.
5. To deal with academic and emotional stress by tapping their inner sources of strength.
6. To develop a positive attitude

The practice:

NSS and other departments organized the following activities.

1. Swami Vivekanand Birth Anniversary celebration held in institution.
2. Programme on importance of Democratic Institution and students Awareness on vote turn out held on
3. Psychological counselling of girl students in commemoration of International Woman's Day held on
4. Coved19 Awareness Program, Mask Distribution/Medicine Distribution/Immunity buster Drinks Distribution by NSS volunteers.
5. Youth Parliament State level Competition
6. Visit To Old Age Home, Education to slum area, Traffic Awareness programme
7. Introduction of University approved certificate course on Life with Bhagvad Gita.

Evidence of Success:

Students are increasingly taking interest in this practice. They actively participated in activities despite their packed schedule of usual classes. NSS worked on different areas to help people like mask distribution, food and security etc. 100 student enrolled in course.

Problem encountered:

1. Shortage of infrastructural facilities: A separate room is needed to hold all activates.
3. Removal of infrastructural bottlenecks and more manpower will

help to strengthen this practice further.

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

Adapting to Changes in Education during Covid-19 Pandemic

The administrative staff was granted permission to work from home during the most critical time of the pandemic. Students related administrative work, admissions, fees payment, scholarships, access and training in MS Teams, and grievance redressal were managed in a safe online environment. The college continued to conduct its routine and special activities and meetings online with the best possible arrangements. The basics of online learning and norms of student online behavior were identified and conveyed in the grooming sessions for their best adjustment to the new learning environment. For stress relief and mental support, the students were motivated to participate and perform their best in various co-curricular and extra-activities held online.

A series of webinars were arranged on a variety of topics to keep up with the college goal of 'widening horizons'. Unlike the common practice of live streaming in most colleges, the college preferred to conduct the online and offline classes separately given the different needs and expectations of the two different target groups. Covid19 protocols were strictly followed on the campus during in-person meetings and classes. The college focuses on creative aspects of learning evaluation and also focuses on activities of sports, yoga, and meditation for fitness purposes. The College also participated in Participation in GSIRF (Gujarat Institutional Ranking Framework) and received 2 stars. The College has an NSS unit where 100 students worked voluntarily. The college has an NCC unit where 100 students participated as trainees (100 boys and 50 girls). The college engaged in a lot of extension activities for sustainable development and social welfare like swachhta Abhiyan, tree plantation, saving girl children and de-addiction, etc. The college

is quite fortunate in getting qualified and experienced teachers. On the same note, the college could not have been developed as it is without the stable leadership of the principal. The college has set an example by working enormously for the students of reserved categories of the tribal area. The peaceful milieu of the college feeds and motivates reading. Complete growth of the students is ensured by organizing the Finishing School. Students are made good citizens by the training of Defense. The facility of free Wi-Fi and computer lab makes them technically competent in the contemporary world. To benefit the local community extension activities like Women's self-defense, Swachh Bharat, etc. are done. The college has taken an advanced step in the world of information and technology by launching the college app for students and staff. The college has a separate boys' common room and girls' common room. The college provides Metal Automatic Sanitary Napkin Vending machines for girls students. The college uses the de-centralization process for all activities and processes. The college organizes gender-sensitive programs. The college used solar energy (27) as renewable energy and LED bulbs. As of today, we have eight smart classrooms with all the ICT facilities. The psychology lab is well-equipped with all the instruments. The college library has purchased many new books that can develop students' reading interests. 7 UGC-approved B-VOC diploma/degree courses and two Saradar Patel University-approved courses were introduced in our institution.

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

As Anand Arts College, Anand is affiliated to the Sardar Patel University, it follows the programs as designed by the university, and the courses are offered as per the syllabus designed by the university. However, as Covid-19 and the nationwide lockdown struck in March 2020, the academic year came to an abrupt halt.

Academic planning for 2020-21 could be done only when the UGC, Gujarat government, and Saradar Patel University issued guidelines in June 2020 to start online teaching. Even in the time of nationwide lockdown, our institution organized various webinars so that the teaching and learning process keeps continuing and students can be benefited.

The institution ensures effective curriculum delivery through a well-planned and documented process. The college implements the curriculum of the Sardar Patel University by strictly adhering to the academic calendar of the University and Gujarat higher education commission. The faculty members are encouraged to attend regular meetings on curriculum implications and creative ways of delivering all curriculums.

IQAC of the institution plans the calendar of the year based on the university academic calendar and informs the central timetable committee to prepare a schedule. Curricular and co-curricular activities are planned in the academic calendar to achieve the set outcomes but due to Covid 19 academic planning was not certain, hence Institution tried its best to keep everything on track.

Gujarat government procured the MS Teams platform for all colleges and provided access to all faculty members, administrative staff, and students of the college. Anand Arts College, Anand appointed Dr. Krupa Shah as E RTP of the institution. The institution provided training to its staff members to ensure effective online teaching, and guidance to the students to ensure proper learning at their end. Department-wise meetings were held and faculty members together prepared the plan

to teach various topics under each course.

After completion of the Online admission process, the program commences. Workload allotment is done to all the teachers as per their expertise and University guidelines. According to the distribution of courses, individual teachers prepare their lecture plans for the entire theory and practical course. The teaching plans are recorded in the Academic Diary which contains information such as Personal timetable, Academic planning, Result analysis of the subjects taught, and daily teaching details. The academic diary is maintained by all the teachers and monitored by higher authorities.

A timetable ensured regular classes during the entire year. Informal evaluation of course completion was done at the departmental level regularly from time to time. A comprehensive evaluation of students was done through online assignments and online internal tests conducted by the college. Students even had mock tests so that they can get acquainted with the technology. Online soft learning materials were provided to students and regular updating of the library and enhancement of ICT facilities were done. The final semester-end examination was conducted by Sardar Patel University.

Thus, by optimum utilization of available infrastructure, entire curriculum delivery is very well planned, effectively implemented, and properly documented by all the faculty members. The faculty members at the beginning of each academic year prepare an academic planner which is followed throughout the year. One such planner prepared by a faculty member from the English Department has been uploaded here.

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)

The academic calendar is a very useful document, which contains

the tentative dates of internal and external semester examinations, co-curricular and extra-curricular activities, end of term and vacation period, to guide the teachers and students.

Sardar Patel University uploads the annual calendar at the beginning of every academic year on its website with broad details of major academic events. In accordance with these details, our institution's academic calendar is prepared by IQAC.

The institution has a vibrant culture of instilling inquisitiveness and scientific temper among the students through a number of activities that are declared in advance to the students through the Academic Calendar. The institutional academic calendar is made available to all stakeholders on the institution's website. Academic Activities- The faculty and students get a lucid picture of the activity schedule and adhere to the calendar. It facilitates planned coverage of the syllabus. Examination; because of its due importance, always gain the focus of all the activities in the academic calendar. Availability of the academic calendar makes aware the students of the probable examination time. Continuous Internal Evaluation (CIE) is carried out in an objective as well as a subjective manner of assessments.

We continuously evaluate students by arranging various activities like classroom presentations, quize, Group discussion, etc. we encourage students to participate in these kinds of activitiesfor their overall development.

The year 2020-21 being an abnormal year due to Covid-19, subsequent lockdowns, and regulatory restrictions, the Sardar Patel University had revised/modified its academic calendar; hence our Institutional Academic Calendar was disturbed throughout the year. Online classes were conducted on the MS Teams platform throughout the year as per the regular timetable which enabled the students to learn at ease from the comfort of their homes. Online Examinations were conducted through MS Teams and for that students had mock tests so that they can get familiar with the online examination system and Teams. When the government permitted to conduct physical classes at the college in January 2021 our institution made necessary changes with time table as it incorporates hybrid teaching/lectures.

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 following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

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

1.2 - Academic Flexibility

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

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

8

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

2

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

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

100

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

100

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**

Educational Institution, being a very important part of society; has a major role to play in handling cross-cutting issues. As colleges are developing the youth of the country, our curriculum of some regular courses tries to address issues related to Environment, Sustainability, Gender, and Professional Ethics while some value-added courses aim to inculcate social, human values, thereby leading to the holistic development of students. Our various courses cover the following components to impart value education as follows.

Gender issues are covered in various topics of Economics, History and Sociology courses, and stories and other literary genres in

the English and other language subjects. Human values issues are addressed in a general sense in various topics of social science and humanities courses. Soft skills courses offered by the College at various semesters seek to sensitize students towards various human traits. The Second-semester B.A. students have Environmental Studies as a compulsory paper. It helps to create awareness among students about environmental problems and the importance of protecting nature. Students are taught the issues of gender in the contemporary world. Some of the subjects of Social Science help to grow ethical values among students. They gathered knowledge about the socio-cultural heritage of India and the world as well. This course helps to grow intellectual values among history students and to develop liberal values among them. As a branch of social science, this course helps to develop social values among them. Above all, it helps to grow national and international understanding among them.

Advantages: The introduction of the above-mentioned subjects has its advantage for the nation and its citizens. It Promotes human dignity Promotes the awareness of rights and suggests the mechanism to safeguard their rights. It also contributes to building discipline in society. By knowing their rights they can defend themselves. The exploitation of the environment will reduce. Sustainable development will be possible. It makes people understand the importance of protecting the environment. **Benefits to the Students:** The study of their own country's constitution and studying the importance of the environment as well as understanding their human rights help students concentrate on their day-to-day discipline. It also gives the knowledge and strength to face society and people. Students will learn to respect other people's rights in their maturity. Students will learn about our tribal fairs and festival, and culture. It increases the human values as well as the intellectual and analytical skills of the students. By studying all these subjects at their degree level they will learn to solve the dispute in a non-violent way.

The college has different committees which help to integrate cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability into the Curriculum namely CWDC, Anti-Sexual Harassment Cell, NCC, and NSS. The College also organized Experts Lecture, and competitions (essays, drawing, poster making)on issues relevant to Professional Ethics, Gender, Human Values, Environment.

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

Nil

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)	No File Uploaded

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

Nil

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

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	B. Any 3 of the above
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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)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	D. Feedback collected
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://aac.ngsoft.in/ext/feedback/student/

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

1950

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

989

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

2.2 - Catering to Student Diversity

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

The admission committee headed by the principal looks after the entire admission process. The rules and regulations of eligibility for admission of Sardar Patel University are followed. The reservation policy for SC, ST, OBC, and differently-abled categories is strictly implemented and these categories are not deprived of equal opportunity. Students are given complete freedom to choose the core and elective subjects of their choice and interests. Anand Arts College, Anand is characterized by the principles of diversity and equity of the students' groups who seek admission. Most of the students come from rural and backward backgrounds. As students from diverse educational, economic, social, linguistic, and locational backgrounds secured admission at the undergraduate level during the Covid year and started studying online, the faculty members tried to help students from vernacular mediums and make them feel comfortable with the English language by delivering bilingual lectures for initial few days as far as a compulsory subject is concerned.

The Institution organizes an orientation program for newly admitted students to make them aware of the institution. There is a 3% reservation for students belonging to differently-abled categories as per UGC notifications. Their requirements and needs are given special care and attention; the college has made a ramp to facilitate them. Catering to the diverse needs of students college has most of the students from rural and backward backgrounds. The college takes care of all students in the following ways: 1. During the very first semester itself, the faculty members identify the advanced learners from each batch by using class tests, verification of academic records, personal interaction with students and parents, and their performance in the class including seminars, assignments, etc. Teachers would encourage students to unmute their microphones, participate in

class discussions and ask questions so that their doubts could be solved. 2. Our college has its own Psychological Counseling Centre where special students are counseled by teaching faculties. Counseling aims to direct advanced learners positively and positively utilization of their capacities and help to enhance self-the esteem of slow learners and help them to come out of learning problems. Students, both advanced learners, and slow learners, we're encouraged to contact individual teachers online for one-to-one clarification

3. Advanced learners are given opportunities to participate in various inter/ intra college and university level competitions like quizzes, debates, poster presentations, elocution, etc. Advanced learners are assigned extra responsibilities of mentoring slow learner students. Advanced learners are also encouraged to access additional study materials from the library.

4. Once the special students are identified by the faculty, these students are advised to join the remedial classes, organized by our college after a regular timetable. 5. The remedial classes provide teaching assistance to special students in all disciplines after the regular class hours according to the convenience of the students. These students are also provided access to the library and regular assignments and test papers to monitor their progress throughout the program. 6. Our college students have a major problem with English so there is a remedial class English for all three years of students. 7. During examination differently-abled students are provided help such as writers for the students having a partial vision and functional disability. There is a separate common room for the girl students. 8. Later, these students are encouraged to enroll in extra-earning programs which are run throughout the entire journey of three years. FINISHING course is also offered to final year students for their personality development and to increase employment opportunities. 9. When a student plans to discontinue his studies, the college contacts and encourages him/her to continue the study. In most cases, the reasons for dropping out include economical crisis, Marriage (mainly in the case of female students), or changing the course of study.

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

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

Number of Students	Number of Teachers
1309	16

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

"I hear and I forget. I see and I believe. I do and I understand." Confucius. It is not a new concept to us as we always believe that the Best Guru in our life is the Experience. Participative and Innovative Pedagogies are used to achieve the goal of experiential learning:

During the year 2020-21, when there was limited face-to-face contact between teachers and students, it was a challenge to enhance the online learning experiences of the students. Learning was made student-centric by boosting the interactive process in academics. As teachers took online classes on the MS Teams platform, they could use technology to make classes more interesting and student-centric. Wherever possible the practical approach to teaching-learning was adopted to ensure that students did not lose interest in online classes. After sharing videos and movie excerpts in the class, wherever possible, teachers posed questions. Students had to analyze and give their viewpoints. This encouraged participative learning. Discussions, quizzes, and assignments in online classes made learning a fun activity. Questions were provided at the end of every online session and students solved them on their own.

The Practices/ Methods:

The English Department to inculcate imagination and creativity skills among the students organized various online activities like quizzes, presentations, debates, etc. The psychology department conducts competitions, and workshops for the students to showcase their talent through interactive presentations, games, personality assessments, and projects regarding cross-cutting issues. Different departments give survey-based assignments to the students.

Expert Lectures, Workshops, and Field visits are organized for the students.

Teachers also shared links to free online learning resources like websites, videos, blogs, books, movies, notes, presentations, etc so that students could refer to them at their convenience. College introduces their APP- 'Anand Arts College, Anand' for students to make education and communication easy and faster.

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

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

Apart from traditional classroom teaching practices, the teachers are encouraged to use ICT-enabled teaching pedagogy. Teachers reach out to the students through various technological mediums and channels. The college has its own learning management system. Our institution has eight (smart class)-a tech-upgraded classroom that enhances the teaching and learning process for both the teachers and the students by inculcating audio, video, animations, images, multimedia, etc. This increases the engagement factor and leads to better-performing students. This has resulted in a significant shift from the traditional methods of learning/teaching in order to elicit greater attention and interest from the learners. With the help of PowerPoint presentations and social media, teachers circulate tutorial problems, Assignments, Lecture notes, and other relevant materials to the students.

Other platforms being used are Google classroom, Microsoft Teams, Facebook live, Google groups and YouTube live for academic activities. Teachers of the institution also bring out the latest lecture series through their own YouTube channel. The college also has its official YouTube channel to reach out to all its students.

During the year 2020-21, the pandemic and the subsequent restrictions necessitated exploring new ways of teaching-learning. With colleges closed for a long period, teachers engaged students in online learning using the MS Teams platform.

Effective teaching was possible only by using ICT tools. Teachers used various gadgets such as laptops, smartphones, tablets, I-pads, digital writing pads, head-phones, microphones, etc to conduct online classes. Depending on the subject, teachers used presentations, videos, movies, e-books, blogs, websites, notes, etc for making the learning process an enjoyable experience for the students sitting in their homes

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://aac.edu.in/general-information/

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

16

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

2.4 - Teacher Profile and Quality

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

16

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

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

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

10

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

228

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.

MS Teams platform was used to conduct online classes as well as internal assessments. Assignments were collected online using MS Forms or Google Forms. College internal exams were conducted online using MS Forms which ensured complete transparency and freedom from any prejudice in internal evaluation.

With online teaching-learning during the year, the College followed the guidelines declared from time to time by Sardar Patel University and the government of Gujarat as regards continuous internal assessment. The institution examination department makes policy decisions for transparent and robust internal examinations. Student's development is assessed by 30 marks Continuous internal evaluation (CIE). Accordingly, evaluation of students was done through online assignments and exams. The pattern of internal evaluation, tentative dates of assignment submission, college examination, and other relevant details were discussed in the staff meeting and then communicated to the students. The internal examination Committee in consultation with the Principal prepared a schedule for the internal examination. Timetables were displayed on the college website and circulated in student WhatsApp groups. Before the examination, Mock tests were scheduled and conducted to make students familiar with the process and resolve queries. Re-examination for absent students was organized in the same manner. All mark lists were submitted to the Examination Department for the record.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://aac.ngsoft.in/ext/result/

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

For students who have any grievances relating to the examinations, results, marks -the concerned subject faculty will

clarify the internal examination-related issues and questions raised by the students. If requires the matters are discussed with teaching faculties and principals. The examination committee consisting of senior faculty members looks after the internal evaluation process under the leadership of the principal. Any student can approach the faculty concerned for any exam-related grievance. If a student is not satisfied with the teaching faculty's explanation then the student can approach the grievance committee. The Examination committee solves the student's grievance within 5 working days from receiving the written grievance. Students can also demand an internal examination paper if they want to see it. The college provides answer sheets to students who have grievances. According to the prevailing norms students can apply for reassessment and rechecking to the office of the affiliated university (final examination) through the administrative office of the college. The administrative staff under the instruction of the principal forwards the application for the reassessment to the office of the controller of examination and follows it up with regulations to ensure speedy redressal of grievance. According to the prevailing norms students can apply for reassessment and rechecking within ten days of the announcement of results. Students can also make a demand for a copy of his or her answer book under the right to information act of 2005. The university has an independent system with reference to evaluation and offers rechecking and reassessment facilities at a nominal charge after the result are declared. Before the submission of internal evaluation to the affiliating university prepared internal evaluation mark sheets are displayed on students' notice boards. In case of any doubt or query, students can approach the examination committee for clarification. All important matters relating to college internal assessment, examination, and assignments, such as patterns, marks, submission deadlines, etc were intimated to the students through circulars put up on the MS Teams platform which was used throughout the year for online teaching. The marks scored by students were put up on MS Teams/Whatsapp groups and displayed on the college notice board. Any student having an examination or evaluation-related grievance could apply to the College for verification. The college informed the teacher concerned, who checked the records and solved the queries. The student would then be intimated of the result of the verification

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.

The college carries out our teaching-learning and co-curricular activities for our students, with the following goals.

- To enable students to learn the implementation of knowledge.
- To promote critical and creative thinking and clear comprehension of the subject among students.
- To enhance better and clear communication and other skills.
- To build up confidence in leadership qualities.
- To make holistic development of students' Personalities.
- To create their employability and working skills.
- To prepare responsible citizens of the country To be aware of students themselves.

Outcomes of the program: The goal of our college is to create an environment for the holistic development of students. The learning outcomes from the academic curriculum, co-curriculum, and sports are circulated among students and also displayed on the website. The college also arranges guest lecturers for the wide coverage and curriculum of achievements of the institution. The college has a degree program at the UG level (Sanskrit, Hindi, Gujarati, English, Economics, History, Sociology, and Psychology) which can be more employable.

Program outcomes in Subjects of Language (Sanskrit, Hindi, Gujarati, and English)

- Fluency and creative writing skills and communication skills
- A better understanding of texts in their cultural and historical contexts.
- Able to interpret literary texts across cultures Can analyze literary text in a contemporary and comparative context and critical, social, and cultural aspects are also

covered.

- Comprehension of creative, imaginative, and original literature in the context of the global world
- Better understanding of significant development of the different eras of literature
- Apply theoretical approaches to the critical reading of literary texts

Program outcomes in the subject of Social and Behavioral Science (Economics, History, Sociology, and Psychology):

- Students can build a strong foundation of knowledge in their respective core subject
- To develop an attitude toward working effectively and efficiently at the workplace To become Self-reliant
- To develop Empathy for Community life Responsible citizens
- To cultivate social, ethical, and moral values of community life.
- To apply Social and Behavioral Science theories in the real world

The college conducts induction meetings for new students for a comprehensive acquaintance of the college and its activities. They have been made aware of rules, regulations, and guidelines through the prospectus and students are also aware of what is expected from them after completion of B.A. Many of our students after graduating proceed for further studies in professional courses like B.Ed, L.L.B., etc. The results of outcomes assessment are used to evaluate the effectiveness of academic programs and activities. Subject and course-wise outcomes are evaluated by colleges in their academic year. The curriculum, teaching, assessment, and learning in the college are students centric and updated each year with technological change. All eight subjects (departments) also prepare their expected outcomes and communicate to students about the same.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://aac.edu.in/programme-outcome/
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Institute is affiliated to Sardar Patel University (SPU) VVN. We offer Undergraduate programs and courses under the Faculty of Arts. For these programs and courses, the institute followed the curriculum designed by SPU. The Programme outcomes and course outcomes are evaluated by the institution by direct and indirect methods.

The College has clearly stated the Program Outcomes (POs) for the B. A. (Arts) program and Course Outcomes (COs) for all courses. They have been communicated to the teachers and students. As the teachers deliver course contents in the respective classes, they make sure that the expected outcomes are attained by the students. Teachers set questions in the examination question papers keeping in mind that they help to measure the outcomes. Marks obtained by the students in the college test and final university examination are a measure of the attainment of the POs and COs. Assignments/projects submitted by students and marks obtained by them also indicate the outcomes. Class performance activities consisting of CIE/Formative assessment like assignments/tutorials/ experiments/quiz/any other activity related to COs is conducted. Analysis of the results of the students by the college helps to evaluate the attainment of POs and COs by the students.

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

2.6.3 - Pass percentage of Students during the year

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

232

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://aac.edu.in/result-analysis/

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://aac.edu.in/criteria-2/>

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)

NIL

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

0

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

11

File Description	Documents
Report of the event	View File
Any additional information	View File
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

14

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

13

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

The college vision includes the holistic development of students and the sustainable development of society. The college carried out extension activities for communities and sensitizes students toward social issues and holistic development.

The College has active NSS and NCC units, which act as liaison units in arranging various extension activities in collaboration with various local organizations. They sensitize the students to various social, health, environmental issues and ensure their holistic development, and groom the softer side of their personalities. Blood donation camps, visits to hospitals and old age homes, tree plantations, cleanliness drives, talks by experts for physical and psychological wellbeing, etc and programmes for environment consciousness, gender equity, civic duties, etc are organized to sensitize students to various social issues.

1. NSS (National Service Scheme): The college has done NSS (National Service Scheme) programs namely Swachh Bharat Abhiyan, tree plantation, save the environment, Gender sensitization activities, Fit India Movement activities, activities related to awareness of Covid19, etc. This program aims to sensitize students and communities to cleanliness and a hygienic environment. The impact is that now students learn cleanliness so that our campus is clean and plastic-free. 2. Environmental consciousness: The college organizes a tree plantation program for communities and students/ staff. Every year college

celebrates tree plantation day when more than 100 trees were planted by students, teachers, and staff. Awareness-related sexual harassment act-2013 College organized expert lectures on the sexual harassment act-2013 and gender equality. The impact of the lectures is that students are made aware of sexual harassment and gender issues and students also get sensitive to gender equalities and sexual harassment cases. 4. De-addiction: The college organizes de-addiction programs to bring awareness among students and local communities related to addiction and the disadvantages of addiction. The programs are too successful to bring awareness and develop a negative attitude toward addiction. Voting Awareness programmes are also conducted by NSS. Yoga/ Fit India: The College celebrates World Yoga day every year. However, during the pandemic year, most of these activities could not be conducted due to government restrictions. However, the NSS volunteers of our institution have worked tirelessly in wiping the tears from many faces that suffered during the pandemic period. Some of the campaigns included feeding the hungry and offering them masks, food packets, medicines, and Immunity booster drinks to the community of Anand.

File Description	Documents
Paste link for additional information	Nil
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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
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

18

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the 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

1966

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

3.4 - 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

27

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution is located at the heart of the city of Anand. The Institution magnificent building on a landscape of 1498.32 sq. mtrs. owned by Anand Arts College, Anand is well connected by Rail and Road. Merely 272 students enrolled when the college started in 1963. However, through sheer dedication and perseverance the march of progress went on and this full-fledged college today has the strength of more than 1300 students.

The institution provides enough classrooms as per the requirement to accomplish the various subject offered by the university. There is a proper arrangement of fans, light, green board, Whiteboard, stage, LCD projectors, Smartboards, wifi Connection,

podium, and sitting facilities which are very conducive for learning. Among the 21 classrooms, 8 classrooms are equipped with technological aids such as LCD Projectors, Smartboards, and internet connectivity. The college has an air-conditioned Seminar Hall with LCD Projector, White Smart Interactive board. The classrooms have sufficient space as per the requirement of the class and are spacious, well-ventilated which is very much important in pandemic situations like covid-19. Regular maintenance and cleaning of the classrooms as well as the passage area are done to maintain the cleanliness and hygiene of the campus. Our classrooms are suitable for traditional chalk and duster teaching as well as ICT-enabled modern teaching facilities.

The Seminar hall is used for holding seminars, symposia, group discussions, workshops, lectures, etc. The college has a departmental room for faculty. The college has a well-equipped Audio-Visual hall named Bhaikaka Hall. This hall is available for curricular, co-curricular and extra-curricular activities. The seating capacity of the hall is 300 individuals. Facilities available in the Hall are LCD Projector-3, Computer Audio, Music System, Podium, Microphones, computer with wifi connection, extraordinary lighting, etc.

The college has a common staff room with a computer and internet for regular meetings in small groups, locker faculty wise, water purifier, and washroom and restroom facilities.

Details of the Computing facility. College has 86 computers -desktops and laptops and related accessories for teaching as well as for practical purposes.

Our college has a separate computer lab, with air-conditioned. It has computers with internet facilities - 'E-language lab' we impart training to students in English Proficiency by running 'SCOPE' Programs. Our college library has fully automated Soul 2.0 software with a capacity for more than 100 readers and is well stocked and presently has a collection of 53133 books on different subjects. Our college has developed its own app "Anandartscollege" to provide information instructions, study material, online attendance, assignment it is very useful for both the teachers and students to share their views and knowledge. Our college has psychological Counseling center/Psychology lab in which counseling related to students' problems, personality development, etc is done.

The college has G Suite account and a Microsoft license which helps in online teaching, online meetings and examinations, and recordings.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://aac.edu.in/general-information/

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

A sprawling green campus is the unique feature of the Anand Arts Campus. The entire campus is Wi-Fi enabled and under surveillance by CCTV cameras with round-the-clock security. The college campus has a permanent stage on the ground which is equipped with amenities necessary to conduct all the co-curricular and extra-curricular activities for the students.

The college has been providing all the facilities for sports, games, and cultural activities to the students. So students can identify their skills and interest level by doing more and more extracurricular activities which are part of the college. The college has excellent facilities for the following types of activities.

Indoor games:-The College has facilities for indoor games like table tennis, chess, and carom; the college has a special room for indoor games with adequate equipment. **Outdoor games:** college has a huge playground for outdoor games, such as cricket, athletics kabbadi Kho-Kho. Many college-level district-level and state-level tournaments have been organized in the playground. Our college has 400 mts, running track for students to their practice, we have also cricket pitch on the ground. All the necessary instruments and equipment for sports are available in the special sports department. The Institute has a permanent physical instructor appointed by the Government. The sports room and sports ground are properly maintained. Required Grounds and facilities are also developed. Available sports infrastructure is optimally used for physical education lectures and practice, inter-class and Inter College competitions by students and staff members.

Yoga: Our institution introduced the Diploma in Yog (Somanath

Sanskrit University approved) in the year 2015. Since then our institution organizes various programs regarding Yog and its importance in our lives.

Cultural activities: - Institution in collaboration with NSS, CWDC, Saptadhar organizes various Cultural activities like musical morning, dance fest, essay writing competition, poetry recitation competition, patriotic song competition, drama, light vocal, drawing competition, rangoli, Mehdi, hairstyle, etc. it allows the students to develop their skills and exhibit their extracurricular abilities. They complement the curricular activities and groom the students in the "Art of living and working together." They are the true and practical experiences gained by students on their own.

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

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://aac.edu.in/
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)

1106627	
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)	
<p>The College has automated its library and uses the Software for University Libraries (SOUL) software Version 2.0, which is state-of-the-art integrated library management software designed and developed by the INFLIBNET Centre based on the requirements of the college and university libraries. Purchase of books for the library, lending of books to students, and maintenance of stock register functions have been automated under the ILMS. This ILMS is used to manage all library collections like textbooks, reference books, journals, magazines, CDs/DVDs, etc.</p> <p>Name of ILMS software: SOUL - 2.0 (INFLIBNET - GOVT. OF INDIA)</p>	
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	C. Any 2 of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

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

92370

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

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

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

55

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

4.3 - IT Infrastructure

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

The college has augmented its basic IT infrastructure from time to time by including the computer systems having advanced Pentium -IV microprocessors of intel family, memory configurations from 2GB RAM & 32 GB HDD to 16GB RAM and operating systems from Windows 7 to 10 and some other supporting high level of

multitasking , multiprogramming environment.

College has 86 computers -desktops and laptops and related accessories for teaching as well as for practical purposes. They are assembled for various computing needs such as office, staff areas, library, general and research laboratories.

All the classrooms, laboratories and seminar halls support ICT-based teaching-learning processes with projectors, smart interactive boards, etc. Examinations of 1300 examinees are smoothly conducted due to sufficiently available printing facilities using high-capacity printers and scanners. The entire campus is under the surveillance of CCTV cameras and is Wi-Fi enabled. The Institution has a broadband facility of 40 Mbps bandwidth from GTPL to provide a Wi-Fi facility to everybody on the campus. The college has introduced an Application called "AnandArtsCollege"(Mobile Application) for students and faculty so that teacher can easily share their teaching material and ideas with students and students can easily access all information.

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

4.3.2 - Number of Computers

86

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

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

424599

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.

Our institution received the Rusa 2.0 grant in 2018-19 under which the institutional building has been renovated. All the classrooms have been removed with new color, false ceiling, fans, led lights and also some of the classrooms have been equipped with high tech ICT tools. The drainage system has been improved and also renovated the boy's toilet.

For maintaining and utilizing physical, academic, and support facilities, different committees are established in the college, which helps in the overall development of the staff members and the students. IQAC monitors and manages the activities of all these committees.

The institute has appointed skilled workers to maintain and utilize physical, Academic and support facilities. As and when required, they provide all the Support services through their

team. Our administrative staff also take care of Such facilities. The institute has a maintenance committee also. Physical Facilitates the campus is under the surveillance through cameras installed at appropriate places and 7 days 24 hours of professional security. Corridors, Passages, common areas, classrooms, parking, laboratories, and library are covered under surveillance. Two underground and overhead water tanks are Regularly cleaned and maintained by professional agencies. RO in the water Room with coolers is regularly maintained. The housekeeping Staff regularly cleans and maintains all areas, and washrooms and keeps them in Hygienic conditions. The college has an appropriate parking facility for staff, students, and visitors which is properly demarcated. It has an annual contract with an external security agency for providing round-the-clock security staff on the campus. The college has erected a completely secure fencing wall to enhance the security of the institution. The college has also erected ramps for differently-abled students

Regular cleaning and maintenance are carried out to provide an effective learning environment for the students. Regular cleaning is outsourced for the maintenance of buildings and other facilities. The maintenance and the cleaning of the classrooms are done by non-teaching staff (class-4). Available computers are distributed in departments, offices and libraries for administrative work as per the requirement and load of the work. Computers are connected through LAN and with a high-speed internet facility. Computers are provided with upgraded antivirus. Regular maintenance is carried out for the gymnasium, sports equipment and sports material from experts in the field. Regular use of fertilizers and pesticides is done to maintain the garden. Regular pruning of plants is done by a support staff of the college. Need-based repair work of furniture and fixtures (including electrical appliances like fan, A.C., CCTV, Equipment -Telephone, Sound system, Cameras,) is done by giving contracts to proper agencies.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

537

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

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

0

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

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

385

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

385

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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

363

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
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.**

0

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

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

Anand Arts College, Anand, encourages students to participate in academic & Administrative bodies/committees of the college. The college aims to develop leadership and governance among students so that students allow to participate in all academic & Administrative bodies/committees of the college except Admission and examination. College use a decentralization approach in all practices where students are involved in decision-making related to college. College allows students to participate in the following ways:

The college collects regular feedback from students related to curriculum and co-curriculum. The college uses a suggestion box to collect students' suggestions and complaints. The Cultural Committee of the institution also allows students to be active members in organizing various cultural programs. Students represent different clubs of the college like the Creative Club, Reader's Club, etc

Representation is provided for students on Statutory Bodies such as the Internal Committee (for Prevention and Prohibition of Sexual Harassment), Anti Ragging Committee and Grievances Committee. The representatives participate in committee meetings, deliberations and decision-making processes and bring the much-needed students' perspective to the work at hand. Students are also active members in NSS Unit, NCC Unit.

Student representative of IQAC plays an important role by providing student input for making various changes at the College. The Ladies Representative is a member of the CWDC (Collegiate Women's Development Cell), which works for the financial, social and emotional empowerment of girl students.

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

7

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

5.4 - Alumni Engagement

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

Every alumnus cherishes the time he or she has spent in college. AAC has been one such source and inspiration for all the students who have passed out from this campus. Not only does the academic rigor followed in the college, but also the values imparted, practiced and seen in this very serene campus make the alumni come back to their alma mater. Anand Arts College, Anand Alumni Association was established in 2019 and has more than 100 members. It acts as a link between the alumni and the alma mater. It aims to fulfill the desire of past students to have fellowship and helps them create an emotional bond with the college where they spent important years of their lives. Alumni Association enables the alumni to participate in activities that contribute to the general development of the college. It regularly holds wide-ranging programs, education and entertainment, involving both past and present students, thereby contributing to the College through financial and non-financial means.

During the pandemic year 2020-21, though it was not possible to organize all activities, IQAC and institutions organized various webinars where experts addressed contemporary issues like the Impact of Covid-19 on Teaching and Learning. A Career Counseling webinar was also organized in which alumni were also invited

File Description	Documents
Paste link for additional information	https://aac.edu.in/alumni-form/
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	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

to go to metropolises due to paucity of income. It was a mission to educate the have-nots with minimum expenses and education at the doorstep."

Mission Statement

"As the needs and aspirations of citizens of Anand and Charotar area go on expanding, the mission of the college expands. The ultimate aim is to educate and transform the minds of people to live in tune with the times. Hence all efforts of the college are in the direction of enlightenment and enrichment of the minds of students and this way to bring about a socio-economic change."

Anand Arts College, Anand heralded a new era of university education and opened new vistas of education in Anand town since it was the first college set up way back in 1963. In the seventies, other institutions followed the example of Anand Arts College, and many colleges opened in Anand. The college holds fascination and pride of place in the Charotar area of Gujarat. It is one of the prestigious centers of education and has a glorious tradition of imparting knowledge to countless people over the past forty years. Merely 272 students enrolled when the college started in 1963. However, through sheer dedication and

perseverance the march of progress went on and this full-fledged college today has the strength of 1800 students. Those bygone years have left an indelible mark on the history of education in this part of the state.

The college has played a key role in shaping the future of many professionals. Today the alumni of Anand Arts College occupy distinguished positions in all spheres of life. This achievement and prestige have come after years of diligent pursuit by students, staff and management. The founders encountered difficulties of every sort but dogged determination and clear vision paved the way for the march ahead. Shri Ramkrishna Seva Mandal nurtured the infrastructure and encouraged all experiments for the growth and development of Anand Arts College.

Internal Quality Assurance Cell (IQAC) with the Principal works together for quality education. IQAC takes care of academic and administrative policies by preparing and planning in consultation with CDC members, Vice-Principals, Heads of the Departments, and senior members of the college. The academic and activity calendar is prepared for the smooth functioning of the college. Meetings are conducted and policy decisions are conveyed to faculty members. Different committees are formed to take care of day to day proper functioning of the college. IQAC plans to strengthen the research activity by motivating students to participate in the research conference and competitions.

File Description	Documents
Paste link for additional information	https://aac.edu.in/
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 Governing authorities of Shree Ramkrishna Seva Mandal take the lead in the governance and management of the institution. The Managerial Body and Executive committee of the management along with the Principal support the day-to-day functioning of the Institution administration. The management inspires the staff members by personal interaction during get-together meetings and motivates the staff to give the best in the teaching assignments. Authority and executive members of Management are always

available to guide us in the overall development of the Institute. They encourage and sanction funds to utilize the funds for different developmental activities of the college. They also contribute generously in terms of awards and recognition to deserving candidates. The college practices decentralization and participative management by constituting Institution level committees and assigning work to different committee members. Committees are formed for various Academic and Administrative activities done throughout the year. These committees have teaching and nonteaching members along with students wherever needed. Each committee is headed by a convener and a few members under the chairmanship of the Principal. The official notice is issued along with the guidelines defining the roles and responsibilities of the committees. Effectively Functioning IQAC of the college has the inclusion and participation of each and every stakeholder of the institution. Policies and plans are constituted, monitored and evaluated by IQAC. The Principal, Vice Principal, Faculty In-charge, HODs, Administrative Coordinator, and the various committees implement the plans and policies together. The staff members participating in the execution of the institutional activities are motivated and good work is appreciated by authority. The committees prepare action plans and submit to the principal for approval. The committees carry out the activities and at the end of the academic year, the conveners submit the reports of the work done to the head of the institution. The student representatives are also nominated to carry out the co-curricular and extracurricular activities. Feedback available from the students and stakeholders are considered for the improvement of the plans and policies. The Principal constitutes different committees at the beginning of each academic year. These committees are IQAC Admission Committee, Time-Table Committee, Library Committee, Grievance Redressal Committee, Cultural Committee, Sports Committee, Examination Committee, Finance Committee Research Committee, CWDC, etc.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Online Teaching-Learning and Evaluation

The year 2020-21 being an abnormal year due to Covid-19, the college functioned according to the guidelines issued by the UGC, Gujarat government, and Sardar Patel University from time to time and made a smooth successful transition to the new way of education. Our Institution conducted online classes on MS Teams platform throughout the year. The training was provided to teachers to adapt to the online style of teaching and evaluation, and videos and manuals were provided to students to make them comfortable with online learning. When colleges were permitted to conduct physical classes while following Covid protocols, the college continued to conduct separate classes in online and offline modes facilitating students to choose the mode of learning as per their convenience. In addition to online teaching-learning during the year, the college conducted a comprehensive internal evaluation of students through online assignments and online internal tests using MS Teams platform. Assignments were collected online using MS Forms or Google Forms. College internal exams were conducted online using MS Forms. Mock Tests for students made them comfortable with the new way of assessment. The college ensured complete transparency and freedom from any prejudice in internal evaluation.

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 college is governed by Shree Ramkrishna Seva Mandal and is permanently affiliated with Saradar Patel University, V. V. Nagar.

College Development Committee (CDC)

College Development Cell is an apex body and acts as a link between the Management and the College. It comprises Office

Bearers of the Management, the Principal, teacher representatives, and non-teaching staff representatives. The CDC plays a significant role in budgetary matters of the college and is actively involved in taking policy decisions on issues related to the development of the college.

Academic Administration

The college is controlled administratively by the Higher Education Commission, Government of Gujarat, and Saradar Patel University, V. V. Nagar.

The decisions of the Gujarat Government and university are forwarded to the Principal for implementation. Principle monitors the overall development in pursuing excellence in every aspect. The Principal as the head of the institution has a very important role in coordinating the different activities of the college and monitoring the functions of different sections. He is assisted in this area by different committees. The first step in its functioning is the formulation of the academic calendar at the beginning of the academic year. The calendar lists all the activities of the college and fixes the schedule. This is communicated to all Departments and each department is asked to draw up its academic plan for the year by the calendar.

At the department level, the organization includes Heads of departments, faculty members, and non-teaching staff. The Librarian is the head of the Central Library and is assisted by the Assistant Librarian, Library clerks, and library attendants.

The Physical Instructor heads the Department of Physical Education and Sports and has an attendant for his assistance.

Internal Quality Assurance Cell (IQAC):

The IQAC is considered the think tank of the college. It comprises the Principal, Co-Ordinator, teachers, members of the management of SRKSM, and other stakeholders like student representatives, Alumni, parent representatives, and representatives from industry, education, and corporate sectors. All academic, curricular, extra-curricular, extension, and developmental activities come under the purview of the IQAC.

College-level Committees:

The overall functioning of the college is carried out smoothly

and effectively with the help of different internal committees dedicated to student development through academic, research, curricular, extracurricular, extension, and outreach programs and activities conducted all through the academic year. While the Academic Planning Committee chalks out a detailed Academic Calendar, the other committees work in perfect synchronization for overall student development and the qualitative and quantitative growth of the institution. The Admission Committee monitors the intake of students to various UG programs based on the admission policies of the Govt. of Gujarat and guidelines laid down by S. P. University. The college ensures admission and caters to students with diverse needs viz. girl students, students from socially and economically deprived strata, and the divyanjan category. Students are also made aware of various government schemes, scholarships, and free ships which they can avail during their academic program.

Service Rules and Recruitment:

The college follows the rules and regulations laid down by S. P. University, UGC, New Delhi, and the Government of Gujarat. For the recruitment of non-teaching staff, the Management follows the rules set by the Government of Gujarat. However, certain policy decisions in this regard are taken by the Management and carried out at the college level. The Management of the college takes great care to ensure the quality and academic standards of teachers. Recruitment of teachers is carried out meticulously by a screening of applications and Interviews.

Promotional policies:

The promotion of teachers is based on the Career Advancement Scheme (CAS) of the UGC and the Government of Gujarat. The promotion of nonteaching staff is carried out as per the Government of Gujarat norms.

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

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>Welfare Schemes for Teaching and non-Teaching Staff:</p> <p>Encouragement & Motivation: The College encourages & motivates Teaching Staff for Orientation / Refresher / Short Term Courses. Nonteaching staff is encouraged to participate in Professional Development Courses related to Administration work and Duty leaves are sanctioned to the staff for this purpose.</p> <p>Encouragement and Motivation for Higher Studies: The College always encourages & motivates Teaching Staff for their Doctoral, Postdoctoral Studies. Teachers are encouraged to use ICT as their teaching aids to make their classes more interesting and effective. We have now fully functioning ICT-enabled classrooms and for this, the college provides the necessary infrastructure for the teachers.</p> <p>Funded Research Projects: The College always encourages & motivates Teaching Staff to undertake Research Projects from UGC and other governing bodies. Three faculties have completed their minor research projects till now.</p> <p>Health Awareness & Sanitation:</p> <p>Health Check-up Camps, Blood Donation Camps, HIV Awareness, Covid 19 Awareness Programs are conducted by the College from time to time, All precautionary measures were taken by the College during</p>	

the Covid 19 Pandemic situation for example Oxymeters, Sanitizers, Temperature Guns, Soaps and maintaining physical distance structure, etc.

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

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

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

0

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

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

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

5

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

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

Performance Appraisal System:

for Teaching Staff The Institution follows the Performance Appraisal System laid down by the UGC and implemented by

S.P.University in the Form of a Performance-based appraisal system the Minimum norms of the Selection Committee, Selection Procedure as well as API Score Requirements for the Different cadres.

Teachers are required to fill up their (Academic Performance Indicators) API forms. The Academic Advisor and the Principal conduct a personal meeting with every faculty member, where the API report and the feedback analysis are discussed. Research conducted by the faculty member and papers published are also discussed and motivation for further research is provided. The Process is designed to explore the individual professional skills and progress of employees and their participation in Academic, Research, Curricular and Co-curricular activities which in turn lead to the overall development of the Institute. The Appraisal System for performance review is conducted by the Chairperson and Coordinator of IQAC. The Committee checks and reviews all documents and academic achievements. The Principal adds his remarks to the document and forwards them to the Management. The Management adds their final remarks on the Teachers' Appraisal form and recommends him/her for CAS.

Performance Appraisal System for Non-Teaching

A seniority-based appraisal system is applicable for non-teaching staff. As per the government of Gujarat norms, the non-teaching staff is promoted based on their experience depending on the availability of vacant post and test result which is organized by the Gujarat Government.

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

Internal Audit:

The College has a transparent mechanism for management and maximum utilization of the financial resources. The efficient use

of financial resources is coordinated and monitored by the head of the institution. The college keeps a very transparent and effective system by following the guidelines of the government of Gujarat. The accounts maintain in Telly software and entries accounts are monitored by authorities. There is a mechanism of checking, rechecking, and cross-checking accounts by the authorities. Besides, an arrangement is made by the management (Shree Ramkrishna Seva Mandal) for an internal audit by Hiren bhai Asnwin bhai Patel (Internal Auditor of SRKSM). The institution has an auditor named Jayant Patel and co. Who audits all the accounts yearly. Apart from this, the college management takes an active interest in mapping the all-around development of the institution. So they also insist on yearly audits of the institute. The institution was also assessed by the Department of Higher Education of the state of Gujarat. The last audit done for our accounts is in 2021. There are no adverse comments or audit objections In the case of spending on UGC grant, there is IQAC, Finance Committee and Library Committee take a decision.

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)

Nil

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)	No File Uploaded

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

College raises its funds through various resources such as fees

from students, Salary grant received from the government for aided staff. In addition to the above-mentioned sources, the college gets other grants from KCG, Saptdhara, Maintenance grant also college has received Rusa 2.0 grant in the year 2019. College also receives funds from SPU for quality improvement programs.

Every year budget is prepared taking into consideration the requirements of each department, office, and various committees. The budget is presented before management and approved by the same. The utilization of the budgeted amount is closely monitored. Special permission is required for non-budgeted expenditure.

- The college keeps transparency in the use of funds and strongly believes to use funds in the right place. The college takes the following steps for optimal utilization of resources.
- The college follows Gujarat state purchase policy 2016.
- The College the GEM website to buy any material and services.
- Principal of the institution takes care of collecting information on where funds are needed to invest and utilize.
- The Principal discuss in staff meeting before taking a major decision and the final decision is taken with the consent of the majority.
- The college takes care of the utilization of funds by death time and according to rules and regulations.

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

6.5 - Internal Quality Assurance System

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

IQAC of the institution is constantly working on quality improvement in various areas. IQAC of the Institution prepares a detailed academic plan for each academic year and ensures optimum utilization of the available infrastructure. Academic Calendar is

prepared and uploaded on the institutional website. IQAC has adopted quality improvement strategies in areas like curriculum development, teaching-learning, examination and evaluation, and research and development.

- Online Education on Microsoft Teams and special Email ID and training of Online education Faculties and students training for the online class and examination during Covid19
- IQAC tries to involve extramural support by roping in professional bodies for MoUs.
- IQAC in collaboration with other departments organizes various national and International Seminars/conferences/webinars/workshops.
- online co-curriculum and cultural programmers- developing students' personalities and enhancing their mental health implemented
- Saptadhara Programmes- 'Saptadhara' provides a cultural platform to students of higher education, where they feel the bliss of creativity implemented.
- UDISHA Programmes- increase students' job placement and train the youth of colleges and provide appropriate skills for the industry world.

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

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

The college has a functional IQAC setup as per norms that include Teacher Representatives, Members of Management, a representative of Administrative Staff, one nominee each from Local Society, Students, Alumni, Employers, and Industry. IQAC has constituted a feedback committee that seeks feedback regularly. Based on the feedback action is taken in the form of communication to the concerned teachers and the teachers are suggested to take action accordingly also teachers are encouraged to use ICT-based teaching methods to improve the teaching-learning process. The college received approval for UGC sponsored diploma/degree Vocational courses also the institution implemented two Saradar

Patel University approved certificate courses for second and third-year students.

IQAC organizes monthly review staff meetings. Every teacher is expected to submit a planner for an effective teaching-learning process and co-curricular and extracurricular activities. Every year teacher is expected to fill the annual Performance Based Appraisal Form which IQAC scrutinizes for API verification.

IQAC of the institution in the time of Covid -19 takes the initiative for the pursuit of teaching and learning by organizing various national and international webinars. The year 2020-21 being an abnormal year due to Covid-19, the UGC, Gujarat government and Gujarat University issued guidelines in June 2020 to start online teaching. The institution conducted online classes on MS Teams platform throughout the year. When the government permitted conducting physical classes at the college in January 2021, the college gave students the option to come to the college with all SOPs in place. Online classes continued for all other students. Thus, by having a timetable that facilitated students to choose online or offline classes, the college ensured students continue learning at their convenience.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

C. Any 2 of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	https://aac.edu.in/igac-meeting/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- **Gender Sensitivity Policy:**

Anand Arts College, Anand aims to maintain a gender equity and Social

equity in imparting education. The institute imparts quality education to develop

women leaders and professionals to be academically & technically competent with

strong professional ethics.

The college organized experts lecture on gender equity-like women empowerment, women, breast cancer, awareness of health issues, Legal rights Awareness for Women etc. the college has a different committee for gender equity namely Anti-sexual harassment, CWDC, an anti-ragging committee.

1. Safety and security: More than 50% of the students in the college are girls. Due to the rapidly changing social circumstances, girls have to be safeguarded and provided with proper care and attention. The Women's Cell is assigned with this task. In case of a sudden and unexpected ailment, proper first aid and resting facilities are also made available. Women Studies Cell, Anti Ragging Committee, Grievance Appeals and Redressal Committee has been constituted as per norms laid by the university/UGC. The girls' hostel is very close to the College, is guarded and has a strict policy regarding timings and visitors. A separate block at the college for washroom and restroom facilities for the girls.

- Following are the policies of the college about gender sensitization:

-

? The institution will actively seek the input on the needs of the Faculty and

students.

? Educate the students on the gender imbalance that prevails worldwide for reasons

of safety and security.

? The institute will take all measures to enlighten the students about Women

Empowerment and Gender Sensitization.

? The Institution will maintain a healthy environment and takes the necessary

initiatives for the growth and development of its students.

? Awareness programs like the importance of human rights, Rights of Women in

Domestic problems to be organized periodically.

? Health awareness programs on the issues specifically related to women to be

organized for Faculty and students.

? Celebrate Women's Day every year with great enthusiasm.

? Conduct Specific programs to keep this policy effective.

- Safety and security of the students:

- Faculty accompany the students when they are deputed to attend off-campus programs like competitions, cultural activities etc .

- The NCC and NSS officers take great care in providing safety and security for the students while in the week-long camps.

- Counseling:

Personal Counseling is provided to the students at different levels

? Head of the Department

? Principal

? Grievance Redressal Cell

- In specific cases the parents are called and counseling is provided to them also.
- Heads of the Departments are informed and they extend their help and support to the students through counseling.

- Common Room:

A common room is provided for faculty and students to relax during the

break hours. This room contains all the facilities for taking rest when the students are sick. These rooms are also used to refresh during cultural events or other occasions.

File Description	Documents
Annual gender sensitization action plan	https://aac.edu.in/criteria-7/
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://aac.edu.in/

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

The College makes the students conscious of the importance of maintaining a balance with nature and conserving natural resources. The Institution creates environmental awareness among the students by making posters, organizing programs, and inviting experts. Dust bins at various places in the college building as

well as on the campus ensure cleanliness and proper collection and disposal of green waste, bio-degradable waste and recyclable waste.

1. **Solid waste management:** Over the years, solid waste management is an area of high priority for the institution. Our study revealed that solid waste accumulates via three major sources- Biological waste including food and waste materials from classrooms. The students are encouraged to bring their lunch in Tiffin boxes which eliminates the accumulation of food waste and plastic carry bags. The college also takes maximum effort to minimize the solid waste produced from the classrooms. For that, the sweepers clean the classrooms and corridors twice a day. The plastic wastes are collected from the campus regularly, Under the mission 'Say No To Plastic' of WHO, the college arranges a dust-bin for solid waste collection and then systematically discards it. Our institution is strictly practicing "No Plastic Zone".

The other waste is collected by the municipal corporation. A proper drainage system as per municipal norms is in place.

1. **Liquid waste management:** The major source of liquid waste is from toilets and the canteen.

All these waste materials are systematically drawn to drains that are collected in septic tanks.

3. **E-waste management:** The e-waste arising from various departments including computer monitors, printers, and other peripherals is collected, segregated, and systematically discarded.

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	A. Any 4 or all 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: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants 	B. Any 3 of the above
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	E. None of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

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

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).

As an educational Institution, we have demographic diversity as the students hail from different socio-economic backgrounds and come from diverse regions having their language preferences.

Diversity is also seen in the parent stakeholders whose

occupations range from farmers, auto-rickshaw drivers, house help to businesspersons, and doctors. Concerning the distinctiveness of every student, we try to ignite a feeling of 'camaraderie' among all the members of the institution by giving space to every stakeholder to participate, explore, enhance and attain their full potential, ultimately making the campus an equitable place.

A "Sarva Dharma" Prayer at the beginning of every day to invoke the divine blessings creates a harmonic, unifying, peaceful and calm atmosphere.

Celebration of National Festivals invokes patriotic feelings, solid aridity, harmony and respect for the secular tenets.

Interclass competitions have underlying themes that promote harmony and tolerance towards all religions, languages and communities.

Entrusting selections for competitions to teachers ensures each student gets an equal opportunity for participation and a fair chance of selection to represent the college.

Cells like SCT, WDC, Anti Ragging, Scholarship Committee and Student Council led by teachers are easily accessible to students.

Illustrations, case studies or questions hurting the sentiment of anyone are never used. All students are motivated to apply for various financial scholarships, join value-added courses and have equal career opportunities.

Students develop a perspective of "Sambhaav" and "Unity in Diversity" and shed the baggage of discrimination that they might have brought along with them at the time of admission.

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

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

The college organizes an orientation program for the Staff and Students at the beginning of the Academic Year. The orientation Program caters to introducing the staff and students to their rights and responsibilities. Ethical practices and responsible behaviors expected from the staff and students are conveyed in the orientation. The college celebrates days like independence day, republication day, Gandhi Jayanti, constitution day, youth day, NSS day, NCC day to Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties, and responsibilities of citizens. The college provides foundation and soft skill courses related to human values and professional ethics.

Celebrate the National Festivals with aplomb.

Organize an expert lecture on the Constitution of India.

Propagate the tenets of equality and secularism by organizing various theme-based competitions which reflect the tenets of equality, fraternity and brotherhood. These include debates, painting, poster making, theatre, dance and music.

Invite guest speakers to educate our students about their rights and responsibilities vis-a-vis the society, state, nation and world. Promote community service through a variety of NSS and NCC activities and camps. Organize a Blood donation camp every year. Spread awareness about Thalassemia, Aids, Organ donation and other such common issues through expert lectures.

In keeping with the Constitutional Responsibility of preserving and caring for the Environment, the college organizes activities with themes surrounding Environmental concerns. All mandatory committees like Internal Complaints Cell, Anti Ragging cell, Anti Sexual Harassment Cell are active and functioning. There is also a committee appointed to plan and execute activities to familiarize and implement a code of conduct and ethical behavior.

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

<p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</p>	<p>A. All of the above</p>
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

National festivals create an environment in which students come together with similar sentiments portraying national unity and humanism. In a given academic year the college commemorates as many days of significance as possible. The range of activities to commemorate the day is diverse

To enlighten the students about the rich cultural history of our country and the sacrifices of eminent personalities, the college celebrates various cultural festivals and the birth anniversaries of great men like Mahatma Gandhi, Sardar Patel, Swami Vivekananda, Subhash Chandra Bose, etc. These occasions provide the students an opportunity to appreciate the contributions of these great people in shaping our nation. The college also celebrates regional as well as national festivals like Independence Day, Republic Day, Janmashtami, Navratri, Makarskranti, etc. The Navratri celebration on the campus extends the joy of students with the study. The college also celebrates other holidays of national significance including August 15th,

January 26th etc when there will be flag hoisting ceremonies, rallies, cultural programs etc. It is envisioned that these activities inculcate in the students, a sense of pride in our great nation and its rich cultural heritage.

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

7.2 - Best Practices

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

Best Practice -1

1. Title of the Practice:

Inculcating the spirit of research among faculty for a progressive technological growth

2. Objectives of the Practice:

1. To improve quality in the teaching-learning process.
2. Inculcate research skills and aptitude among faculty.
3. To publish papers in refereed International/ National journals and conferences.
4. To get research projects from several funding agencies.
5. Bring out awareness among the faculty about the global trends in higher education and research.
6. Adapt to new technology in the teaching-learning process.
7. Transform a teacher into a competent facilitator.

3. The Context

Research is a never ending quest for knowledge, which may be used to promote progress for the society. Today's world is rapidly

developing, giving way and scope for new research initiatives to have a better life. To keep up with the growing needs and demands has become most essential parameter. To meet such demands, continuous research and development of new products and projects has become the need of the hour. This motivated the college to strengthen R&D activity that focuses on various independent domains and encourages multi disciplinary research.

4. The Practice

Teaching and Research must go together. With this aim, research is promoted by the college in the following ways and means:

1. Granting DL for attending seminars/conference/workshops/Orientation courses /refresher courses/FDP/FIP/Short-term courses etc.
2. Exposure to international expertise by organizing invited lectures, work-shops, seminars and conferences, etc.
3. To organize Webinars/Seminar/Conferences/workshops, etc.
4. To encourage faculties to pursue PhD
5. To encourage faculties to publish papers in refereed International/ National journals and conferences also publish books.
6. Providing high end computing facilities, with internet, Wi-Fi, and other facilities.
7. The supporting staff is also encouraged to upgrade their skills by being deputed to relevant authorized /recognized training centers in their respective trades/fields.

Evidence of Success

Owing to the hard work done by the members of faculty, the following achievements have taken place in the Organization

1. No. of teachers availed the facility and obtained their Ph.D. :01
2. No. of teachers availed the facility and pursuing their research: 2 faculties pursuing Ph.D
3. No. of national publications by the faculty Books/Research papers in Journal : 31
4. No. of national/International Webinars/Web Conferences organized. :11
5. There is a tremendous improvement in teaching learning process as the faculty is exposed to latest areas of their topic of research. Further they are able to help the faculty who are fresh to initiate research.

6. Problems Encountered and Resources Required

1. Trying to inculcate the habit of doing research among many faculties which helps them to

grow and the growth of college too.

2. Lack of time because of work load and academic work.

Best Practice - 2

1. Title of the Practice:

Promotion of universal values among students

2. Objectives of the Practice:

In today's world, where majority of the people are pursuing only self interests relentlessly, the institution recognizes the need to inculcate universal values like promotion of truth, selflessness, righteousness etc. The value education cell of our college is working with this goal.

3. Context:

The value education cell inculcates among the students.

1. Harmonious development of body, mind and soul and promotion of universal values.
2. Cultivate inner calmness-a way to peace
3. To help others
4. To preach and practice truthfulness.
5. To deal with academic and emotional stress by tapping their inner sources of strength.
6. To develop a positive attitude

The practice:

NSS and other departments organized the following activities.

1. Swami Vivekanand Birth Anniversary celebration held in institution.
2. Programme on importance of Democratic Institution and

students Awareness on vote turn out held on

3. Psychological counselling of girl students in commemoration of International Woman's Day held on
4. Coved19 Awareness Program, Mask Distribution/Medicine Distribution/Immunity buster Drinks Distribution by NSS volunteers.
5. Youth Parliament State level Competition
6. Visit To Old Age Home, Education to slum area, Traffic Awareness programme
7. Introduction of University approved certificate course on Life with Bhagvad Gita.

Evidence of Success:

Students are increasingly taking interest in this practice. They actively participated in activities despite their packed schedule of usual classes. NSS worked on different areas to help people like mask distribution, food and security etc. 100 student enrolled in course.

Problem encountered:

1. Shortage of infrastructural facilities: A separate room is needed to hold all activates.
3. Removal of infrastructural bottlenecks and more manpower will help to strengthen this practice further.

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

Adapting to Changes in Education during Covid-19 Pandemic

The administrative staff was granted permission to work from home during the most critical time of the pandemic. Students related

administrative work, admissions, fees payment, scholarships, access and training in MS Teams, and grievance redressal were managed in a safe online environment. The college continued to conduct its routine and special activities and meetings online with the best possible arrangements. The basics of online learning and norms of student online behavior were identified and conveyed in the grooming sessions for their best adjustment to the new learning environment. For stress relief and mental support, the students were motivated to participate and perform their best in various co-curricular and extra-activities held online.

A series of webinars were arranged on a variety of topics to keep up with the college goal of 'widening horizons'. Unlike the common practice of live streaming in most colleges, the college preferred to conduct the online and offline classes separately given the different needs and expectations of the two different target groups. Covid19 protocols were strictly followed on the campus during in-person meetings and classes. The college focuses on creative aspects of learning evaluation and also focuses on activities of sports, yoga, and meditation for fitness purposes. The College also participated in Participation in GSIRF (Gujarat Institutional Ranking Framework) and received 2 stars. The College has an NSS unit where 100 students worked voluntarily. The college has an NCC unit where 100 students participated as trainees (100 boys and 50 girls). The college engaged in a lot of extension activities for sustainable development and social welfare like swachhta Abhiyan, tree plantation, saving girl children and de-addiction, etc. The college is quite fortunate in getting qualified and experienced teachers. On the same note, the college could not have been developed as it is without the stable leadership of the principal. The college has set an example by working enormously for the students of reserved categories of the tribal area. The peaceful milieu of the college feeds and motivates reading. Complete growth of the students is ensured by organizing the Finishing School. Students are made good citizens by the training of Defense. The facility of free Wi-Fi and computer lab makes them technically competent in the contemporary world. To benefit the local community extension activities like Women's self-defense, Swachh Bharat, etc. are done. The college has taken an advanced step in the world of information and technology by launching the college app for students and staff. The college has a separate boys' common room and girls' common room. The college proves Metal Automatic Sanitary Napkin Vending machines for girls students. The college uses the de-centralization process for all activities and processes. The

college organizes gender-sensitive programs. The college used solar energy (27) as renewable energy and LED bulbs. As of today, we have eight smart classrooms with all the ICT facilities. The psychology lab is well-equipped with all the instruments. The college library has purchased many new books that can develop students' reading interests. 7 UGC-approved B-VOC diploma/degree courses and two Saradar Patel University-approved courses were introduced in our institution.

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

7.3.2 - Plan of action for the next academic year

1. Organizing awareness session on Academic and Administrative Audit by a professional external

agency at the beginning of the academic year.

2. Efforts towards the attainment of outcomes.

3. Organizing Criterion wise presentations as a step toward preparation for NAAC re-accreditation.

4. An effort to collaborate initiatives of Industry-Academia and Alumni for the development of students.

5. To utilize government grants received to upgrade the employability skills of the students.

6. To provide necessary soft skill training to administrative staff.

7. Student research projects.