Yearly Status Report - 2015-2016

Part A	
Data of the Institution	
1. Name of the Institution	**THE K N S B L ARTS AND COMMERCE COLLEGE KHERALU**
Name of the head of the Institution	**Dr. babubhai J Chaudhari**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02761231096**
Mobile no.	**8758580606**
Registered Email	**kheralucollege@gmail.com**
Alternate Email	**collegekheralu@yahoo.co.in**
Address	**Prof.Keshubhai Desai Vidhya sankul, Near Sidhpur Char Rasta, Ambaji High Way, Kheralu**
City/Town	**Kheralu**
State/UT	**Gujarat**

Pincode	**384325**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Prof. Dr. Bhagavanbhai H Chaudhari**
Phone no/Alternate Phone no.	**02761231096**
Mobile no.	**9979415339**
Registered Email	**chaudharibh28@gmail.com**
Alternate Email	**kheralucollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://kheralucollege.org/wp-content/uploads/2021/03/AQAR-YEAR-2012-13.pdf
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://kheralucollege.org/wp-content/uploads/2020/12/Academic-Calandar-2015-16.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.29**	**2009**	**08-Mar-2009**	**07-Mar-2014**

6. Date of Establishment of IQAC	**20-Jul-2011**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular Meetings of IQAC Committee	18-Jun-2015 130	11
Regular Meetings of IQAC Committee	20-Oct-2015 200	13
Regular Meetings of IQAC Committee	21-Dec-2015 230	13
Regular Meetings of IQAC Committee	21-Apr-2016 215	12
Formation of various Committees	22-Jun-2015 330	52
Preparation of Academic Calendar	30-Jun-2015 4	4
Career Guidance	07-Sep-2015 2	223
Women Empowerment Programme	14-Dec-2015 3	189
Feedback of Students	15-Apr-2016 6	314
[View File]()		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
GUJARAT GOVERNMENT EDUCATION DEPT	SAPTDHARA	KNOWLEDGE CONSORTIUM OF GUJARAT	2015 0	20000
GUJARAT GOVERNMENT EDUCATION DEPT	UDISHA	KNOWLEDGE CONSORTIUM OF GUJARAT	2015 0	20000
[View File]()				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File]()
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**

Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

• **Feedback Collection** • **Use of ICT in Education** • **NSS and NCC Activities** • **Induction Programme for Fresher** • **Youth Cooperative Training**

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

Plan of Action	Achivements/Outcomes
Value based education programme	Bhrahma kumaries sisters were invited to conduct lecture on 'Value Education and Spirituality'
To promote extension activities	Various extension activities are held in our institution and out side
To promote co-curricular activities like Sports, NSS, NCC	Various Sports, NCC and NSS activities were organised by the respective unit in the institution and outside
To strengthen computerization and ICT facility in the campus	We are updating Computer facilities and ICT Facilities in class rooms
To arrange women empowerment programme	During the year Two lectures and Karate Coaching had organised for women empowerment
Use of ICT in teaching learning process	Maximum teachers had used ICT in classroom teaching
To strengthen the Career Guidance Cell	The Career Guidance Cell made the students participate in career guidance and personality development programs in the college and also in the colleges nearby
To promote and consolidate research activity	Due to research promotion many teachers took part in National and International conference and presented their papers
Preparation of academic calendar for the year 2015-16	Prepared academic calendar for the year 2015-16
Formation of various committees	Various committees were formed previous year. All committees performed very well so all committees continued this year
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14. **Whether AQAR was placed before statutory body ?**	Yes

Name of Statutory Body	Meeting Date
Management Committee of Kheralu Taluka Uttar Vibhag Kelavani Mandal, KHERALU	25-Jul-2016

15. **Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**	No

16. **Whether institutional data submitted to AISHE:**	Yes

Year of Submission	2016

Date of Submission	26-Jan-2016

17. **Does the Institution have Management Information System ?**	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	• Kheralu Taluka Uttar Vibhag Kelavani Mandal is a registered trust/ statutory body. It manages The K.N.S.B.L. Arts and Commerce College Kheralu to offer UG and PG level programmes. The AQAR of the academic year 201516 was placed in the meeting of Kheralu Taluka Uttar Vibhag Kelavani Mandal. After due consideration, the management committee approved it. • Staff Meeting: Principal accompanied by the President/Secretary of Management, organizes a meeting with the teaching and nonteaching staff twice in a year. The discussions over qualitative teachinglearning, evaluation process, discipline management and academic/ sports/ cultural activities take place during the meeting. Due suggestions are welcomed for overall improvement of the institution. The Management Information System of the institution is wholly transparent. • Students are regularly communicated the availability of books, references, journals as well as new arrivals in the library. College library also offers internet facility to access online sources. The students are conveyed the information regarding admission, courses, library bookbank scheme, exams, results, scholarships offered and all types of activities

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

To achieve the desired goal, the proper planning and its effective implementation is required at every stage. The institute prepares the Institutional Academic Calendar keeping in mind the calendar prescribed by the university. At the beginning of the academic year, a meeting of all HODs is scheduled and Departmental Calendar is drawn in tuning with academic Calendar provided by the University. HODs of each department are provided the copy of final departmental calendar. It is also communicated to the students by the concerned faculty members. The entire process of teaching, academic programmes, activities conducted as per schedule is observed by Head of the Institution as well as HODs. Twice in a month, each department arranges a meeting wherein the HOD assesses all the teaching tasks and departmental activities carried out during the period. If the prearranged schedule doesn't match satisfactorily with its' practical implementation, the HOD of the concerned department suggests its' possible solution, e.g., conducting extra classes to cover maximum portion of prescribed syllabus or extra hours to conduct students' seminar for evaluation procedure. Majority of the students seem satisfied with the teaching-learning and evaluation process carried out with proper planning and sincere efforts of all the faculty members. Students' satisfaction ratio in context to the completion of curriculum for the year is more than 80% which is already reflected in the feedback collected from students. We also provide a facility of Complaint Box to invite students' queries, regarding the teaching-learning process. If any grievance is received, due attention is paid to solve it promptly by the Grievance Redressal Cell and concerned department.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Youth Co-Operative Training (Certificate is provided by Gujarat State Cooperative Union, Ahmedabad	N A	21/08/2015	4	Benefits of Cooperative Sectors	Mutual Help, The awareness regarding the scopes in cooperative sectors, Morale building

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	N A	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.		
Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English, Gujarati, Economics, Sociology, History	15/06/2015
BCom	Accountancy	15/06/2015
MA	English and Gujarati	15/06/2015

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

	Certificate	Diploma Course
Number of Students	62	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
N A	Nill	Nill
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Computer Skill- I	336
BA	Writing Skill In Gujarati	477
BA	Computer Skill- II	259
BA	Writing Skill In Gujarati	394
BA	Environment Science	548
BA	Gandhi, Sardar and Vivekanand's Thought	506
BA	Indian History	563
BA	Health-Management and Diet	535
BCom	Tally Account Sem-I	134
BCom	Fundamental of Entrepreneurship Sem-I & II	134
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No

Parents	Yes

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

Feedback Obtained
• Feedback Collected from stakeholders is considered one of the ideal parameters for a better outcome. The process of feedback analysis is carried out by a committee appointed by the head of the institution in order to measure the progress towards quality improvement. The Committee considers the strength and weaknesses of the institution based on the questionnaire framed in the feedback form. If any sort of negative remark is registered, we consider its positive aspect for further improvement. A special session of teaching faculties in the presence of the Principal is organized to discuss the queries and suggestion made by stakeholders. We invite and encourage all the teachers for their healthy suggestions in the meeting in order to achieve the expected outcomes towards qualitative work. For the year 2015-16 we have collected the feedback from students as well as other stakeholders through structured questionnaire and from other stakeholders in an informal way during meetings with them. A brief summary of feedback received from students on teaching, learning and evaluation process for the year under reporting is presented through following table: -The feedback received from Students, Parents and Teachers on teaching, use of ICT, course/syllabus, academic and co-curricular activities, overall impression of college, etc., are framed in the following table: • Student`s Feedback about Professor: Teaching Power 78 , Study material provided 75 , Use of Multimedia (Use of LCD, Projector, etc.) 65 , Completion of Syllabus 80, Support in Co-Curricular Activity 85, Support in practical work and book supply 81, Class taking (Delivery of Lecture) ratio as per time table 91. Satisfaction Ratio: More than 80 . • Parent's Feedback: Institution better than neighboring institutes- 78 , Adequate facilities in the college-90, Security in the campus- 91, Satisfaction ratio with library facilities- 75, Satisfaction ratio on cooperation from the administrative staff- 84, Direct communication with teaching staff- 78, Timely Declaration of Result- 80, the Progressive changes introduced in the recent years-79 • Students' Feedback on Review of Syllabus: Job-oriented Syllabus-78, the requisite material on the syllabus-81, the syllabus support for preparation of UGC NET/JRF, SLET GATE and other Competitive examination- 89, the syllabus promotes research and field work during the time of study- 90, the rating of applicability of the syllabus in present world- 89. • Teachers' Feedback on Review of Syllabus: The practicability of the syllabus- 90, the syllabus job-oriented- 90, covering the syllabus in stipulated time-85, the suitability of teaching through use of ICT- 93, requisite material on the syllabus-92, the syllabus enriches the knowledge about the subject -95, the relevance of the syllabus in general-96.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English, Gujarati, Economics, Sociology, History	1030	813	813
BCom	Accountancy	150	134	134
MA	Gujarati,	260	116	116

	English				
	[View File](#)				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015	2303	116	22	Nill	10

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
22	16	15	15	Nill	4
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

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

• Our college is situated in rural areas and the majority of the students studying at this institution are from socially and economically backward class category. The entire region is agriculture-centred and people earn their livelihood either through cultivating land, animal breeding or agricultural labour work generally. To help and encourage the students, our college has very actively initiated the mentoring system. The prime objective of this mentoring system is to take care of the students personally as well as support them to tackle the problems faced by them while undergoing teaching-learning process. We strive to shape their personality through proper guidance and motivation. This system lessens the gap between teacher and student and generate the healthy academic environment. The function of mentoring is generally carried out for first year students at the initial stage. To operate the entire system, we form groups of students. These groups are made of 20 to 25 students on the basis of their overall performance of former year. For each group, one professor is appointed as a mentor who treat them in a particular session accordingly. In the beginning of the academic year the mentoring sessions are organized. Thereafter a formal meeting of each group is conducted fortnightly in which the mentor of the concerned team guides the students in solving the issues faced by them. The mentor also seeks help from other teaching faculties or experts, if the issues addressed need particular treatment or the issues addressed require specific demands. The detail regarding the meeting is conveyed to the students prior a week. In between the two mentoring sessions, if the students find any problem, he is allowed to approach the concerned mentor. A mentor generally prefers the use of ICT to convince them while delivering mentoring session. The students are also welcomed even after college hours to seek the assistance from Mentors/ Teachers. We have been planning to invite the experts to deal with social or psychological problems faced by the students along with the academic process in the coming years.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2419	22	1:110

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D

18	14	4	3	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2015	Dr. Haresh B Chaudhari	Assistant Professor	Certificate of Appreciation From NGO- Vikalang Vikas Yagya Trust: Nanivada:Kheralu, Regi. No.F-3667, for rendering Social Service to Mentally Handicapped
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BA	B A	SEM VI/2015-16	26/04/2016	03/06/2016
BCom	B COM	SEM VI/2015-16	26/04/2016	11/05/2016
MA	M A	SEM IV/2015-16	02/05/2016	02/07/2016
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

- Our prime concern is to shape the bright academic career of the students. Hence, the functions of the Teaching-Learning and Evaluation are managed effectively at every stage. Prior to examination, the detail regarding the examination for both internal and external evaluation is displayed on college notice board as well as communicated through a notice during teaching hours. Sometimes details are conveyed through SMS. Students are provided prescribed syllabus, set of question-papers, questions and marking pattern of exam papers, the schedule of evaluation, etc. well in advance. Before the exam, we use to guide them on what sort of answers' pattern, detail, etc. are expected at various levels. We also show them the model answer books of former toppers-students for guidance if they require. Regarding the reforms to the CIE system at the institutional level, we use to conduct Objective type of Written or Oral Tests twice in a month, collect unit-wise Assignments, conduct Students' Seminars, provide study material, check their performance and manage counselling to needy students and discuss the issues faced by students in the departmental meeting. We constantly strive to improve the quality of teaching, learning and entire evaluation process of our institution and generate healthy academic impressions to fulfill the aims and objectives of this institution

genuinely.

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

- **We prepare an academic calendar of the institution at the beginning of academic term. It is designed with proper tuning with University Calendar. The Head of the Institution along with HODs frame the Academic Calendar. It contains the dates of the terms, teaching period, examinations, arrangement of Expert's lectures, Academic Activities, celebration of events, delivery of results, vacation period, etc. The dates of Internal as well as University exams are declared by University in University Calendar. The exam committee at college level finalize the schedule, weightage, paper-setting pattern, timing, result, etc. of Internal Test as per the norms set by the university. The programme detail regarding the examination is published on a digital notice board well in advance**

2.6 – Student Performance and Learning Outcomes

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

http://kheralucollege.org/wp-content/uploads/2020/11/POs-PSOs-COs-Kheralu-College.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
M A	MA	ENGLISH & GUJARATI	95	95	100
B COM	BCom	ACCOUNTANCY	125	100	80
B A	BA	ENGLISH, GUJARATI, ECONOMICS, HISTORY, SOCIOLOGY	603	446	73.96
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2.7 – Student Satisfaction Survey

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

https://kheralucollege.org/wp-content/uploads/2021/03/Feedback-Analysis-2015-16.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	N A	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
00	N A	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	N A	N A	Nill	N A

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
N A	N A	N A	N A	N A	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
00	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	ENGLISH	6	1
International	GUJARATI	1	0
International	HISTORY	1	0
International	COMMERCE	1	0

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

Department	Number of Publication
English	2
Commerce Accountancy	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation

N A	N A	N A	Nill	0	N A	Nill

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	13	22	12	Nill
Presented papers	13	19	10	Nill

View File

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day	NSS- NCC	22	432
Social Service- Special Camp	NSS	2	100
Tree plantation	NSS- NCC	4	85
Thalassemia test	INDIAN REDCROSS SOCIETY	10	355
Cleanliness drive in college campus	NSS-NCC	10	270
Celebration of Rakshabandan	NSS -NCC	22	318
Celebration World environment day	NSS-NCC	4	230
Women Empowerment Programme	Gujarat State Women Security Council	5	189

View File

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Social Service to Mentally Handicapped and	Certificate of Appreciation	NGO- Vikalang Vikas Yagya Trust: Nanivada:Kheralu,	22

Retarded People			Regi. No.F-3667	
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat Abhiyan	NSS	Awareness about Cleanliness and Health	10	386
Anti -Tobacco Day program	District Panchayat Health Department Mehsana	Awareness regarding Evil Effects of Tobacco to Health	5	756
Voters Awareness Pledge	Government of Gujarat	Voters Awareness	4	635
Aids Awareness	Red Cross Society	Aids Awareness Programme	3	188
Women's Legal Awareness	Bar Council of Kheralu	Legal Guidance	5	313
Women Empowerment	Women Sexual Harassment Protection Council, Mehsana	Anti - Sexual Harassment Guidance	5	308
[View File](#)				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Visit to Milk Chilling Centre	62	Institution	2
Visit to Bank	52	Institution	2
Visit to GIDC Kheralu	48	Institution	3
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

N A	N A	N A	Nill	Nill	00

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
N A	Nill	N A	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
756005	573729

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	Nill	Nill	Nill	Nill	Nill	Nill

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nill

<div align="center">No file uploaded.</div>

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others

Existing	40	1	40	5	1	1	9	50	0
Added	3	0	0	0	0	0	0	0	0
Total	43	1	40	5	1	1	9	50	0

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

<div align="center">

50 MBPS/ GBPS

</div>

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
190000	167318	600000	573729

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

• Our Institute has a standard procedure and framed policies for the maintenance and utilization of physical, academic and support facilities The Management makes necessary monetary provision in its annual budget. • The Management committee uses to assign an annual contract for maintenance of all sorts of facilities. It also considers the infrastructural requirements of the entire campus in its annual board meeting. The committee made of teachers also pay due attention and suggest the management often for better management of all sorts of facilities made available in the institution. • The Institution has a rich and spacious library with a good collection of books, references, magazines, etc. It has 9 computers with free VPN network facility offered by Government of Gujarat. The Library has fully furnished reading room for teachers and students. It also provides INFLIBNET facility• For maximum utilization of the library, the librarian displays new arrival books and magazines. Every year, each department is asked to prepare a list to purchase new books, references, etc. as per their requirement. A separate budget for library is allocated every year. Librarian regularly informs and publishes the related detail on notice board. Teachers also inform the students about texts, references and new arrivals in the library during regular classes as well as monthly library session. • Our library offers Book-Bank facility issuing text books to all the students studying in B.Com. While students studying in B.A./M.A. are offered texts, reference books twice in a month as per the strength and availability of copies in the library. We have a language laboratory equipped with 25 computers wherein students are provided practical guidance for SCOPE courses/exam. Our Institution has sufficient numbers of equipment for indoor and outdoor games. Though, we do not have a separate room facility for indoor games, but these games are managed well in spacious room available in the college building. • Our college is constructed in about 20 acres of land area. It has attractive building and large playground for most of track and field games. We have a sufficient number of classrooms, considering our student strength. All the classrooms allotted for teaching work are spacious and the majority of these classes are equipped with ICT having LCD

Projectors, microphone system and centrally managed P.A. system. • The institution has a special Assembly Hall, which is used for Yoga, Cultural activities and some indoor games. • The institution has a seminar room besides an assembly hall. • Thus, Institute follows standard procedures set for various academic assets, maintenance and allots financial assistance regularly. https://kheralucollege.org/infrastructure/

https://kheralucollege.org/procedure-and-policy/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Vidyarthi Nidhhi for Poor Students(BPL)	2	9000
Financial Support from Other Sources			
a) National	OBC/SC/ST SCHOLARSHIP by Government	1813	3474260
b)International	N A	Nill	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	21/09/2015	325	Institution
Tour to Indo-Pak Boarder	10/10/2015	51	Institution
Women Empowerment	25/01/2016	308	Women Sexual Harassment Protection Council, Mehsana and Bar Council Of Kheralu
Personal Counselling and Mentoring	07/08/2015	112	Institution
Yoga	20/06/2015	437	Brahmakumaries
Red Ribbon Club	18/01/2016	84	Red Ribbon Club Mehsana
Youth Cooperative Training Course	22/08/2016	62	Gujarat State Cooperative Union, Ahmedabad
Tree Plantation	15/07/2015	115	NSS-NCC
View File			

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

Year	Name of the	Number of	Number of	Number of	Number of

	scheme	benefited students for competitive examination	benefited students by career counseling activities	students who have passedin the comp. exam	studentsp placed
2015	Competitive Exams Coaching Class for Entry into Service for SC/ST/OBC/Minorities	225	225	Nill	Nill

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
N A	Nill	Nill	N A	Nill	Nill

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2015	116	B A	ENGLISH AND GUJARATI	THE KNSBL ARTS COMMERCE COLLEGE KHERALU	M A
2015	23	B COM	COMMERCE	C.N. COMMERECE COLLEGE, VISNAGAR	M COM

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

Items	Number of students selected/ qualifying
Any Other	5

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

Activity	Level	Number of Participants
SPORTS	Institution and Inter University	56
CULTURAL SAPTADHARA	Institution and Inter University	80
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2015	CULTURE AND SPORTS	National	12	4	Nill	Nill
[View File](#)						

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

- We believe that a student-centric approach in education system brings good result nowadays. As per the demand of the recent era, student-centric education is of great importance since it actively engages the students not only in academic activities, but also in cultural, sports, planning and management activities of the institution. As a result of students' active involvement, quality of leadership is developed among them. It establishes a repo between students and other stakeholders of our institution. Our institution has set up a very active student council in which students are selected on the basis of merit and overall performance. Students registered in NSS, NCC, sports and cultural activities, etc. are preferred as representatives and given due importance. Generally, a meeting of students' council is held every month. The members of students' council actively perform their responsibilities at various stages: e.g. programme-announcement, stage-management, college tour, Annual Day, Prize Distribution Ceremony, Farewell Function and support all sorts of academic, cultural, sports activities carried out at college, university and state level events. • We are planning for their active involvement,especially in library related functions, collection of e-content and rural service programmes. • Student representatives: Girls and Boys are selected in Cultural, Sports, N.S.S., N.C.C., Womens' Cell etc.committees.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

121

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Kheralu Taluka Uttar VibhagKelavani Mandalmanages The KNSBL Arts and Commerce College, Kheralu. It aims at all round development of youth chiming with the universal transformation and in accordance with the Indian culture so that the society can be uplifted from economic and social backwardness with the help of a strong educational medium in the interior,local and rural area. The Management committee along with the Principalsincerely perform their duties and responsibilities. The teaching and non-teaching faculties actively support to fulfill the institutional vision and mission at every stage.The Management is dedicated to offer its best for theinstitutional advancement persistently.It encourages the teachers to perform their best, especially in the teaching-learning functions.The authorities in charge are always available to guide and provide us the required financial support.They generously sanction the funds for various activities executed in the college. Since the inception of this college, a tradition to pay due respect for brilliantperformance has been established under which the management offers the trophy and prizes not only to the students, but also to the teachers and administrative staff in the Prize Distribution Ceremony every year. Likewise, the teachers from each department also offer the trophy to the students who obtain the highest marks in their subject. The college performs decentralization and participativemanagement throughforming Institution level committees and assigning work to different committee members. For the year 2015-16, total 12 committees satisfactorily performed their work. Each committee is made of five to six teachers and is headed byCoordinator under the chairmanship of Principal. We also invite representatives from students (Boys and Girls) as well as a parents' group in some of the committees.Student representatives are nominated as per their interest and ability in particular activities. Principal along with HODs prepares the guidelines for each committee.The Coordinator of each committee submits the Annual Report to the Principal at the end of the year. The IQAC evaluates all the functions carried out during the year and manages the records of events or tasks assigned. The proper planning and its effective implementation are carried out cooperatively by the Principal, IQAC Coordinator, HODs, Academic and Administrative members altogether. The active involvement of teachers and administrative staff is highly appreciated by the head of the institution and Management authority. We collect the feedbacks from students, teachers and other stakeholders for further improvement and quality work. Feedbacks are analyzed properly and suggestions received are considered for Institutional progress. Negative remarks are considered with due attention and We aim at solving them in the best possible manner.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Our college has formed an admission committee for UG and PG level admission. All the eligible candidates, irrespective of their caste, religion

	or gender, are admitted. At the entry level 102 merit is considered, and admitted on a first come, first served basis. The information regarding admission process is displayed on digital notice board. We also publish an advertisement in the newspaper regarding the courses offered and norms for admission. Generally, all the eligible applicants who have applied are admitted as university also sanctions and allows the college to fill extra 30 to 50 seats for each division.
Industry Interaction / Collaboration	Though, this year our institute has not signed MOU with any industry or other institutions, but we remain in touch with the industrial sector. We often arrange students' visit to the Bank, GIDC, Dairy Industry, Industrial fair and exhibition organized by the government. Every year we organize Cooperative Sector Training Classes for students,especially of Commerce Faculty under which expert trainers from district cooperative sector train the students regarding the scope and career building in industrial and cooperative sectors. The teachers and students actively participate in Seminars/Workshops/Experts' lectures organized at other institutes. Students prefer to attend academic and culturalprograms organized at the neighboring colleges.
Human Resource Management	Our management appoints temporary/visiting teachers as per requirement if vacancies are not filled by the government so that teaching is not affected.Likewise, non-teaching staff is also appointed hence administrative wing of the institution functions well. The academic and administrative staff receive full support, guidance and encouragement at every stage from management authority.Theteaching members are motivated to conduct research, organize seminars, present papers in state, national and international level seminars organized at various places. Teachers are also encouraged and allowed to deliver lectures as a resource person at nearby institutes. The head of the institute encourages the teachers and sanctions their required duty leaves to attend Faculty

		Development Programs, Orientation and Refresher Courses. The financial support in the form of T.A./D.A., registration fees, etc. are also provided to attend various academic programs. The management authority facilitates and manages the human resourcesin a healthy manner at every stage.
	Library, ICT and Physical Infrastructure / Instrumentation	Each department is provided pamphlets of new books received from publishers to purchase new books, journals or magazines. The concerned department selects the books as per their requirement. Library committee along with the Head of the institution finalizes the budgets for each department and allots the grants as per the institutional criteria. Regarding the requirement of ICT and Physical Infrastructure, the Head of the institution with College Grant Committee convinces the management authority to sanction the required budget. Currently, our institute possesses ICT equipped classrooms, CC TV Cameras, network facility, rich library and language laboratory along with other basic facilities.
	Research and Development	Along with regular teaching, some of our faculty are engaged in research work. IQAC, Management Authority andresearch committee at college level encourage the teachers to take up the minor research project, present their papers at state, national and international level seminars/conferences/workshops, etc.The financial aid to attend the Faculty Development Program, training, Seminar, workshops, etc. is also provided to researchers as per the norms and availability of research grants. The institution also provides net facility in a library to conduct research work.The library is linked to INFLIBNET, a source for thousands of books, references and papers. IQAC and research committee also motivates PG students to do research. It has been our institutional tradition that every year Management authority offers a trophy and a certificate of appreciation to the teachers who receive Doctoral degree.
	Examination and Evaluation	As per the university norms, we have Internal and External Evaluation

		system. The university conducts examinations for 70 of total weightage while 30 of total weightage for evaluation is allotted to College in each course at UG and PG level examination. For 30 of weightage College manages Internal Test carrying 15 Marks and the remaining 15 Marks are allotted for Assignments, Seminars, overall performance in various activities, attendance etc. in each paper. For each Semester, Institute organizes one Internal Examination. As a part of the continuous evaluation system, monthly written or oral tests are also conducted during regular classes. Students are made aware of all exam processes and programs well in advance. The Entire Schedule of Examination and relevant details like assignment submission dates are displayed on digital notice board set near the entrance. Retests are also conducted if students miss the regular tests. The result of internal marks is also displayed on the notice board. If students find any query or not satisfied with the result, they can apply for reassessment. Grievances registered are solved within a week at departmental level. The entire process conducted for internal assessment is wholly transparent.
	Teaching and Learning	Our college has adequate number of teaching staff and the majority of them are experienced teachers. Most of the teacher use ICT in their teaching-learning process. Teachers engage the students in group discussion, seminars, debate, oral and written test, etc.while teaching process. All the teaching classes are equipped with LCD projectors hence teachers also prepareunit wise PPT for effective teaching-learning. Expert lectureare organized in each department once in a semester.
	Curriculum Development	Ours is an affiliated college with HNG Univ. Patan, hence Curriculum development is not a part of the institute. Though, some of our teachers are appointed as Member of Board of Study in University. Teachers from our college discuss their views with BOS to convey it to the University Committee. Currently one faculty of our college is engaged in BOS. Syllabus detail is

provided, list of books provided

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

E-governace area	Details
Planning and Development	The Head of the Institute, IQAC and Management Authority regularly concentrate over the further improvement and qualitative performance of the institute hence regular planning of academic, administrative and infrastructural facility is performed every year,and at the end of year,the analysis of all functions implemented is conducted.The process of updating of ICT in teaching, library, computer software system in administrative wing, etc. takes place regularly. Trainers, Experts or resource persons are invited to guide the staff as and when required.
Administration	The administrative office is fully computerized and the entire process is conducted through office management software. Administrative staff is provided computer, printer, scanner and wifi facilities. The Management office is also equipped with required technical facility.
Finance and Accounts	The Accountant of the administrative office is proficient in computer and related works, manages the financial matters of the institution. The records regarding grants, salary, expenses, fees, scholarships, etc. are regularly maintained in official registers and computers. The online transaction is also performed by the office. The salary of teaching and non-teaching staff is credited online. The computerized dataof financial, academic and management relevant information, etc., are kept available in hard and soft copies. The process of financial audit is regularly performed. TheThe trustees of this institution have also appointed a computer literate accountant to manage finance and account section successfully.
Student Admission and Support	Though, the process of Admission is carried out byoffline mode. The admission forms and prospectus are also made available onthe institutional website. The institution provides a prospectus with admission form stating the complete detail of courses available, teaching faculties, various

	activities performed, achievements, institutional norms, vision, mission and infrastructural facilities available. Admission is given on merit base and first come,first served basis. The detail regarding the dates of admission, required fees, etc. are displayed on the website and notice board well in advance.
Examination	The examinations related tasks are computerized.All the data to conduct exams and administrative activities are managedthrough computers. Results of internal exams are uploaded online.Students' registration form for examinations and marks of internal exams are uploaded online by the office staff.The hall tickets are received online. Final exam results are made available on theuniversity website. All correspondence to University like communicating the internal examination results, University examination forms, etc. are partially communicated as soft copies and in the form of emails.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2015	Prof. Kanubhai D Rathava	Faculty Development Programme	Knowledge Consortium of Gujarat	980
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2015	Use of ICT in Teaching	N A	15/09/2015	16/09/2015	6	Nill
2015	N A	SOFTWARE AND TALLY	21/08/2015	22/08/2015	Nill	6
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher

Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Research Methods and Research Management in Social Science	1	23/02/2016	03/03/2016	10

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	• Vidyarthi Nidhi (The Fund donated by Teachers for BPL students to pay fees • Book Bank Scheme • Government scholarship

6.4 – Financial Management and Resource Mobilization

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

Our institute has systematic financial management and resource Mobilization process. At the initial stage, the Charted Accountant appointed by the Management (Internal Auditor) Audits the financial transaction carried out during the year. All the queries, found while auditingare properly resolved by Head of the Institute and Management Authority. The final report is prepared subsequently by the Internal Auditor. At the second level, the Auditor appointed by Director of Higher Education, State Government audits all types of accounts and financial matters of the institute. The official auditor from the government also assesses the Institutional administrative procedure. The institute receives funds from the State as well as Central government, hence our financial records are subject to audit of Local Fund and by the Comptroller and Auditor General of India. Hence, our institute regulates the proper utilization of monetary resources transparently. The Management authority and Principal approves the budget under various heads with healthy and balanced mode.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
• Desai Babubhai Ganeshbhai (Engineer-Reliance Group) resident of Kheralu	20000	Annual Day Celebration

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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Not Applicable	Yes	Kheralu Taluka Uttar VibhagKelavani Mandal
Administrative	No	Not Applicable	Yes	Kheralu Taluka Uttar VibhagKelavani Mandal

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

The Parent Association performs their active role in generating the healthy academic environment through providing their valuable suggestions and feedbacks for further progress of the institution. Sometimes they alsooffer financial support to manage academic and cultural programmes. This association delivers their selfless services for the upliftment of institution regularly.

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

• The ICT training for Teaching Staff is organized at institute. • The training in Software and Tally is provided especially to administrative staff. • AQAR is prepared and submitted regularly in time. The strength and weakness of institutions are regularly reviewed. • Funds are allotted under academic and infrastructural and other required heads as per requirement. The maintenance of physical and academic infrastructure takes place regularly. • Teaching faculties actively participate in FDP, research related activities, Training programs, Seminars, Conferences.Various programmes for personality development, Aids Awareness', Women's empowerment, career counselling, motivational sessions, enhancement of communication skills, etc. are organized. • Feedbacks from students, teachers, parents and other stakeholders are collected and reviewed everyyear. • Experts'lectures are organized in each term.

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

The Following post-accreditation initiatives were taken into consideration: • Research Committee has been formed. • INFLIBNET facility has been set up in the library. • Bar coding system for textbooks has been introduced. • Expenditure on texts, journals, computers, network has been increased. • A separate girl's hostel has been erected as the grants received from UGC as well as funds allotted by Management. • C.C. T V Camera system has been added in infrastructural facility. • Each teaching room is equipped with LCD projectors, white screen board, centrally operated P. A. system with microphone, amplifier and related tools. Total 16 Laptops have been allotted to teachers to exercise ICT in teaching-learning and evaluation process. • Students' Counselling Cell organizes expert's lecture to motivate the students for various competitive examinations in a structured manner. • A Women's' Cell has been instituted for preventing sexual harassment of girls' students and women staff. • IQAC sincerely performs its responsibilitiesfor the upliftment of institution in every field along with qualitative teaching-learning. The IQAC has involved, knowledgeable persons in strategic decision making. • Regular employees

contribute their share in Vidyarthi Nidhi established to support BPL and Divyang Students. • One more PG Self-Financed Unit: English has been added in PG Courses hence degree courses in English and Gujarati subjects are availed to students now. In the coming years PG in Economics and Commerce Stream are planned and under consideration. • Total 4 members of our teaching staffhave earned Ph.D. and 5 members are registered already in Ph.D. and engaged in research work. • Feedbacks Mechanism has been made more effective incorporating administrative aspects along with an academic approach. • The Alumni Association is to be strengthened. • Remedial coaching for week students is regularly performed

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Feedback of Students	21/12/2015	15/04/2016	20/04/2016	314
2015	Formation of various Committees	18/06/2015	20/06/2015	22/06/2015	52
2015	Preparation of Academic Calendar	18/06/2015	30/06/2015	01/07/2015	4
2015	Career Guidance	18/06/2015	05/12/2015	05/12/2015	223
2016	Women Empowerment Programme	12/10/2015	02/01/2016	02/01/2016	189
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Induction programme	30/06/2015	01/07/2015	227	112
Women's Legal Awareness	05/01/2016	05/01/2016	313	Nill
Women Empowerment Women Sexual Harassment	25/01/2016	25/01/2016	308	Nill

Protection Council Mehsana						

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

Percentage of power requirement of the University met by the renewable energy sources
Ours is an institution located in the lap of nature with lush greenery. Every year a tree plantation programme in entire campus is organized in collaboration with Forest Department. To manage cleanliness, separate dustbins are placed for wet and dry garbage. Smoking is strictly prohibited in the campus. A separate parking shade for both students and teachers has been erected. The Temple of Goddess Saraswati located in the middle part is encircled with beautiful garden. The entire campus is plastic-free campus. Building construction sunlight is sufficient manner. The college building is constructed with nice ventilation system and space hence sunlight streams through the windows during day sufficiently.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2015	50	50	18/01/2016	6	Helping hand…… happy to help	Slum area of Kheralu at Railway Station	9
2015	10000	10000	24/09/2015	48	Free Service (lemon juice, medicines and Rest Facility) Camp for Pedestrians on Bhadrapadi Purnima Festival	Seva Camp for Bhadrapadi Pedestrians	100
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)

| Prospectus | 15/06/2015 | The College strives its best to maintain human values and professional ethics at every stage in a transparent manner. Every year a prospectus is published and is provided to students along with the admission form. The prospectus clearly mentions the aims and objectives, rules and regulations, courses offered, teaching faculties, choices of subjects at UG and PG level, Government scholarship schemes, various activities performed, physical facilities as well as institutional achievements in academic, sports, and cultural fields. The detail regarding the institutional standards and development is communicated to stakeholders regularly. |
| CODE OF PROFESSIONAL ETHICS | 15/06/2015 | The institution follows the ethics and norms introduced by UGC. The minimum qualifications for appointment of teachers/ academic staff and their role and responsibilities, etc., are executed as per UGC/Government rules and regulation. The workload allotted to teaching and non-teaching staff is executed properly. It has been uploaded on the institute website also. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
An Independence Day Celebration	15/08/2015	15/08/2015	625
The Republic Day Celebration	26/01/2016	26/01/2016	750
An International Yoga Day	22/06/2015	22/06/2015	1560

World Environment Day	05/06/2015	05/06/2015	456
Communal Harmony (campaign week)	19/11/2015	25/11/2015	525
Gandhi Jayanti	02/10/2015	02/10/2015	468
Teachers' Day	05/09/2015	05/09/2015	822
Birth Anniversary of Umashankar Joshi (Celebrated Poet of Gujarati Literature)	21/07/2015	21/07/2015	217
Birth Anniversary of Zaverchand Meghani (National Poet of Gujarati Literature)	21/08/2015	21/08/2015	209
International Mother Language Day	20/02/2016	20/02/2016	211
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Tree Plantation in the entire campus is carried out every year. Dustbins to collect wet and dry garbage are placed in the campus. Environmental Awareness Programmes are regularly organized. The entire campus is made plastic free zone. Gardening in campus for beautification is maintained. The Banyan,Asopalav, Peepal and Neem trees are grown, especially to control the issue of pollution.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

• The Prizes to Students by Teachers: Every year we organize prize distribution ceremony for the students who achieved best performance in study, sports, and culture and college activities. Teaching staff individually offers the prizes/trophy to encourage the students scoring highest marks in their subjects in every department. • Helping Hands……Happy Help: Educating the mind without educating the heart is no education at all." So to instill the ethos of moral values principles and to sensitize the students, every year we help the deprived and needy people of our area. We visit many slum dwellers and generously donate woolen clothes, stationery, toiletries, food, medicines and such other day-to-day items, which could give these people a decent living. These efforts of the college help students realize their social and moral duties and make them more sensitive towards needy who strive hard even to earn the bare essentials of life. • Self Defence Training Programme for Women: Keeping in view the utmost importance of the safety and security of girl students, every year the college organizes a 'Self Defense Training Programme': Suraksha Setu, Gujarat Government initiative in collaboration with Police Headquarters, Mehsana. Through the on-campus training camps of 15 days each, the girl students get the confidence to handle any such situation if encountered and learn a lot about protection and the importance of moving forward and being on the defense. • Thalassemia Check-Up – Gate Way to Positive Health: It is important for individuals to be aware of their Thalassemia trait status. Therefore, Thalassemia Check-up is organized in order to ensure the awareness regarding the same amongst students. It covers Sickle Cell Anemia Check-up and Thalassemia Check-up.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://kheralucollege.org/best-practices/

7.3 – Institutional Distinctiveness

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

Our prime objective is to elevate the Student Development Index through excellent education as a whole. Our vision is: through the powerful medium like education, free and develop the remote rural region from economic, social backwardness, to adapt to global change and to create a holistic personality in accordance with Indian culture. We help the students to perform well and build a bright career in accordance with the current structure of education. In order to measure the institutional progress, the continuous evaluation system is performed regularly. We invite suggestions and feedbacks from stakeholders and consider the possible solutions to the queries received. A complaint box is also placed in the porch for the students to register their queries. The committee tries its best to resolve the issues, if any. Along with Academic function, the Career Counseling Cell, N.C.C., and N.S.S. Unit remain active and supportive to shape students' career. Many of our students are benefitting through N.C.C. training and could join Indian Army, B.S.F., C.R.P.F, S.R.P., etc.

Provide the weblink of the institution
https://kheralucollege.org/institutional-distinctiveness/

8.Future Plans of Actions for Next Academic Year

• To invite stakeholders associated with industrial sector and area of academic interest to strengthen the IQAC. • To develop a College APP for maximum use of ICT in teaching-learning and evaluation process. • To prepare systemic material in accordance with the new syllabus in C.B.C.S. Pattern. • To facilitate students and faculties for the easy access of study materials, Assignments, research Papers, old papers by e- resources on College Website and College App. • To introduce short-term skill-oriented courses for students. • To promote and consolidate research activity. • To arrange coaching classes for NET, SLET, PH.D. and various competitive Examinations. • To organize a blood donation camp. To adopt one village every year and offer social services through awareness programmes on addictions, illiteracy, superstition, water management, female feticides, etc. • To improve further the feedback mechanism. • To organize experts' lecture for Competitive Exams, Aids Awareness, Women's' Upliftment, Transport Safety and Stress Management. • To arrange Experts' lecture in each department twice in a term. • To prepare materials related to their syllabus to get specific material according to their subjects. • To aware various stakeholders regarding the importance of the feedback for overall quality improvement of the institution. • To allocate more physical and financial resource to promote research activities. • To install and make available Wi-Fi facility in the entire campus. • To make SMS 'service for students' more effective. • To invite various recruiting agency for campus recruitment drive.