



Yearly Status Report - 2017-2018

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		PROF.KESHARBHAI B PATEL
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02761231096
Mobile no.		8758580606
Registered Email		kheralucollege@gmail.com
Alternate Email		chaudharibj67@gmail.com
Address		Prof.Keshubhai Desai Vidhya Sankul Near Siddhapur Char Rasta, Ambaji High Way Kheralu Dist: Mehsana Gujarat
City/Town		Kheralu
State/UT		Gujarat

Pincode	384325																		
2. Institutional Status																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Rural																		
Financial Status	Self financed and grant-in-aid																		
Name of the IQAC co-ordinator/Director	Prof. B J Chaudhari																		
Phone no/Alternate Phone no.	02761231096																		
Mobile no.	8758580606																		
Registered Email	chaudharibj67@gmail.com																		
Alternate Email	kheralucollege@gmail.com																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	https://kheralucollege.org/wp-content/uploads/2022/04/AQAR-Report-2016-17.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-Calendar-2017-18.pdf																		
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.29</td> <td>2009</td> <td>08-Mar-2009</td> <td>07-Mar-2014</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.29	2009	08-Mar-2009	07-Mar-2014
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
MEETING OF IQAC	19-Jun-2017 2	13
MEETING OF IQAC	20-Sep-2017 2	13
MEETING OF IQAC	30-Dec-2017 3	14
MEETING OF IQAC	17-Apr-2018 3	14
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
THE KNSBL ARTS & COMMERCE COLLEGE KHERALU	SAPTADHARA	KNOWLEDGE CONSORTIUM OF GUJARAT	2017 200	20000
THE KNSBL ARTS & COMMERCE COLLEGE KHERALU	UDISHA	KNOWLEDGE CONSORTIUM OF GUJARAT	2017 200	45000
THE KNSBL ARTS & COMMERCE COLLEGE KHERALU	SALARY	GOVT.OF GUJARAT	2018 365	26756928
THE KNSBL ARTS & COMMERCE COLLEGE KHERALU	COLLEGE DEV.AND MERGED SCHEME	UGC	2017 365	1245677
THE KNSBL ARTS & COMMERCE COLLEGE KHERALU	NSS	HNG UNI. PATAN	2017 365	44450
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)	
ACADEMIC CALENDAR	
COLLEGE PROSPECTUS	
RESULT ANALYSIS	
BRIDGE COURSES	
CERTIFICATE COURSE	

[View File](#)

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

Plan of Action	Achivements/Outcomes
FORMATION OF VARIOUS COMMITTEES	Committees were formed and all committees worked very well
Preparation of academic calendar for the year	Prepared academic calendar for the year
To promote and consolidate research activity	Faculties took part in FDP and publish their research papers in various journals and conferences.
To introduce bridge course	Department of English, Economics, Gujarati, Sociology and History started the Bridge Courses
To strengthen the Career Guidance Cell	The Career Guidance Cell made the students participate in career guidance and personality development programs in the college.
Use of ICT in teaching learning process	Maximum teachers had used ICT in classroom teaching.
To arrange women empowerment programme	During the year Two lectures and Karate Coaching had organised for women empowerment
To strengthen computerization and ICT facility in the campus	Computers and ICT facility strengthened and faculties and students used it.
Expert lectures	Each department invited expert from outside twice in a year.

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Managing Committee of The Kheralu
Taluka Uttar Vibhag Kelavani Mandal,
Kheralu

17-Sep-2018

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

2018

Date of Submission

10-Feb-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The college has constituted an Internal Quality Assurance Cell (IQAC) as per the guidelines of NAAC UGC. The cell consists of members from the Management, college Alumni, Principal of the college, Co ordinator of the steering committee (NAAC and IQAC), heads of the departments and other reputed people of the town. The cell aims at quality enhancement based on the suggestions of the previous NAAC peer team report. Every year the cell outlines the goals and sets targets regarding the overall quality of the institution, which includes needful things to be done and feedback from all stakeholders. The meeting of IQAC is regularly being held at the college wherein all the concerned issues regarding quality improvement are being discussed and solutions are arrived at. The annual report on the institute efforts of quality improvement and the achievement of superior outcomes on all aspect of holistic education is being sent to NAAC UGC as Annual Quality Assessment Report (AQAR) by the IQAC. The AQAR of institution is placed before management of the institution.

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

The KNSBL Arts & Commerce College, Kheralu is an affiliated with Hemchandracharya North Gujarat University, Patan and not an autonomous institution. The University frames the curriculum of all the subjects to be delivered in the affiliated institutions. University designed curriculum is accepted. Though at the time of development of new curriculum, appointed faculty of the institution gives suggestions. Curriculum is developed and improved regularly by the university Board of Studies. The faculty is made aware with the new syllabus in the meeting with Internal Quality Assurance Cell. The College Board of Studies takes steps to enhance the effectiveness of the implementation of the Curriculum by analyzing the suggestions given by the members of the committee. These suggestions are communicated to the Boards of Studies, HNGU. Thus, the content gets updated time and again. Currently, the college offers Five UG Programmes, Five PG Programmes, M.Phil and Ph. D. Programmes. In UG and PG programmes, professional ethics, Communicative Skills in Different Languages taught in the college, Promotion of Self-Learning Group Studies, Vocational Training, Transferable Life Skills, Add-on Courses and Programmes, Educational Tours and Field Work occupy a significant place under general studies. In the College Induction Programme, students are given detailed information about various subjects offered by the institution under CBCS, co-curricular activities, NSS, NCC, Sports add-on courses and soon. As a part of students supports services. At the micro level, the curriculum of teaching here aims to equip students with firstly, deeper knowledge in their core subjects, necessary skills and moral values in their personal life and meaningful participation in the society as responsible citizens of the country; secondly, pursuance of higher education and thirdly; transition from students to valuable human resources. At the micro level, the mission of the curriculum and its teaching is set to develop in each student, the critical and creative thinking, evaluative ability, communicative skills, team spirit, inventive and innovative attitude and aptitude in all programs. In order to achieve the realization of the above said aims and mission of effective curriculum delivery, all the teachers in general are sent for trainings like orientation programs, refresher courses, Faculty development programme, Consequently, they collect and use the appropriate and updated materials, audio visual aids, multimedia and other ICT instruments in their class room teaching. In the monitoring and evaluative process of the curriculum, weekly tests, assignments, projects, seminars and viva voce are being conducted for all the students towards their internal assessment. To sum up, as for the effective curriculum delivery, the teachers are the true critical internal role players implementing, assessing and imparting quality education to the students. The curriculum categorically identifies the outcomes of the learning, standards and competences of the students and helps build a solid foundation to support learning in their current and higher level of studies. The major goal of the college is an all round development of students for competence and productive career in a challenging and competitive world. The college has earned good reputation for its quest for excellence.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
-------------	-----------------	-----------------------	----------	--	-------------------

Communication Skill in English	NIL	25/07/2017	90	Employability	Skill Development
--------------------------------	-----	------------	----	---------------	-------------------

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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	15/06/2017
BCom	Advance Accounting	15/06/2017
MA	ENGLISH AND GUJARATI	15/06/2017

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

	Certificate	Diploma Course
Number of Students	71	0

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
COMPUTER SKILLS 1	17/06/2017	302
WRITING SKILLS IN GUJARATI 1	17/06/2017	503
DISASTER MANAGEMENT	17/06/2017	476
View File		

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	GUJARATI / ENGLISH / ECONOMICS / SOCIOLOGY / HISTORY	1445
BCom	ACCOUNTING	661
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Nil

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 from the TEACHERS is utilized in making decisions about the following major issues: 1. Are there any aspects of curriculum which need refining - this is used to revise curriculum, but this serves more as feed forward to the University system, as ours is an affiliated college, not autonomous enough 2. Whether students need any special life skills or soft skills - this is used to devise courses and coaching to meet these requirements, and counsel the students accordingly 3. Are there any gaps in the students in the understanding of various subjects - this is used to feed back to the teachers, and a review is undertaken, with remedial actions as felt necessary. Feedback from the STUDENTS is utilized in making decisions about two major issues: 1. Do the students need to be aware of any adjustment issues while migrating from college life to work life 2. Which subjects do the students need to focus on for which type of career 3. What can the college do additionally to make the college relevant for the students 4. Are there any aspects of the teaching/learning process that the college needs to focus on. These are important feedback for the way the college monitors the teaching/learning process. Feedback from the PARENTS is utilized in making decisions about the following major issues: 1. To learn how the college is impacting the lives of the students 2. To learn if there are any difficulties the students have in attending or in meeting the academic requirements 3. To learn about future student pool and their changing preferences, characteristics and aspirations Feedback from the STUDENTS is utilized in making decisions about the following major issues: 1. To learn about their changing aspirations, preferences and influences 2. To learn about their stressors and pain points 3. To learn about the blocks in their understanding of various subjects and performance improvements 4. To learn about administrative difficulties 5. To learn if they have issues they do not want to share openly but only under the cover of anonymity Feedback from the FACULTY is utilized in making decisions about the following major issues: 1. To find out the issues in delivery of instruction and teaching material 2. To learn about the characteristics of each class and their learning competence 3. To serve as a basis for improvement of teaching/learning process 4. To iron out the administrative and personnel issues.

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	805	805
BCom	Advance Accounting	150	99	99
MA	English / Gujarati	260	60	60

[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
2017	2093	114	22	0	8

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
22	20	16	16	0	16

[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)

Yes, the College has a very evolved system of mentoring, starting even before the admission. It is very essential and useful for a college which gets most of its students from the socially-economically-educationally disadvantaged sections, from the rural areas. Educational Survey – In the end of the year 2017-18, faculties visit the schools whichever are given to them. They give a lecture to the students about motivation for higher education and how to lessen the exam fear and collect the student address and contact details for admission. Faculties contact the HSC students to wish them for their exams. After the board results, faculties contact the students and divide them particularly as A, B C (A-Pass possibility for admission, B- Pass and yes/no for admission, C- Fail). Faculty field visit to A B students personally. Apart from this, they also visit the students those who are not studying. After all this procedure, at the time of admission faculties help the students for admission process and also contact the remaining students. This creates a personal bond between the students and the faculty which serves as the foundation for mentoring, as it starts off even before a student seeks admission, and the faculty and staff have visited the prospective student at her home. Students are encouraged to approach and seek advice, help or intervention from the faculty or staff through the mentors. Finally the learning from the Mentoring is shared within faculty to see if there are any patterns for the present, and any evolving patterns can be seen. Student Grievance Cell – This year we received 3 grievances from students and all problems were solved.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2207	22	1:100

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	16	2	0	6

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,	Designation	Name of the award, fellowship, received from Government or recognized
---------------	---	-------------	---

	international level		bodies
2017	PROF. KESHARBHAI B PATEL	Principal(in-charge)	Certificate of Appreciation awarded by Vikalang Vikas Yagna Trust Trust Regi. No. F/3568/ Mehsana Regi. Office : At Po- Denap, TaVisnagar, Dist: Mehsana
2017	PROF.DR.MUKESH P VYAS	Associate Professor	CERTIFICATE AWARDED BY VIKAS VARTUL TRUST, BHAVNAGAR
No file uploaded.			

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/2017-18	27/04/2018	15/05/2018
BCom	B COM	SEM- VI/2017-18	26/03/2018	27/04/2018
MA	M A	SEM- IV/2017-18	12/04/2018	28/05/2018
View File				

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

In the Continuous Internal Evaluation (CIE) system, we have managed to address the following issues in the system: 1. Appropriateness: the extent to which the system (1) tests the ability and learning of the students, (2) the extent to which it serves as feedback for students and faculty, and (3) the extent to which it helps them improve their performance subsequently. This is done principally by the faculty getting together after a Test and comparing notes on the performance, both within their area as well as across the areas. Then a decision is taken about how the students have actually performed, and classify them into Slow, Medium and Rapid Learners. Special and appropriate feedback is given to the students individually or in group as appropriate, and Remedial and Advanced classes are organised. 2. Integrity: to ensure that the question paper remains secret till the time of the exam, the paper setter sets the paper on her/his own computer, from which is transmitted, password-protected, over the network to the Central Computer. A printout is taken just an hour before the actual examination. Only the teacher knows the password. As a result, everyone knows that only the teacher knows what is there in the question paper, so there is no chance of leakage.

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

This Calendar is prepared at the beginning of every academic year, prior to

commencement of the teaching session, in consultation with all faculty, and with review of experience of the previous years, and the University instructions and guidelines for the coming year. It is given to all students at the time of commencement (pravesh utsav), and they are instructed to be prepared for each module as per the Calendar. This helps them come prepared to class, thus they are able to take maximum advantage of the classroom time. Further, the College also has a Curriculum Monitoring Committee, composed of faculty, which physically goes from class to class and takes feedback from students about how far the curriculum has travelled. The information so gathered is compiled and compared with the expected progress, and any deficiencies or shortfalls are identified and discussed with the concerned faculty members and heads of departments, and remedied.

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
B A SEM VI	BA	ENGLISH / GUJARATI / ECONOMICS / SOCIOLOGY / HISTORY	589	346	58.74
B COM SEM VI	BCom	ADVANCE ACCOUNTING	117	62	53
M A SEM IV	MA	ENGLISH / GUJARATI	58	51	86

[View File](#)

2.7 – Student Satisfaction Survey

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

<https://kheralucollege.org/wp-content/uploads/2022/04/FEEDBACK-ANALYSISC-2017-18.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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!				
View File				

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	4	4

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	GUJARATI	2	Nill
National	SANSKRIT	2	Nill
National	HINDI	1	Nill
National	COMMERCE	1	Nill
National	ECONOMICS	1	Nill
International	ENGLISH	26	Nill
View File			

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

Department	Number of Publication
ENGLISH	7
SOCIOLOGY	1
GUJARATI	1
View File	

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

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

No Data Entered/Not Applicable !!!

No file uploaded.

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
--------------------	----------------	------------------	---------------------	---------	---	---

No Data Entered/Not Applicable !!!

No file uploaded.

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

Number of Faculty	International	National	State	Local
Presented papers	5	24	0	0
Attended/Seminars/Workshops	17	28	3	0

[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
Women Empowerment Programme	Gujarat State Women Security Council	5	285
Tree Plantation	N S S / N C C	6	80
KARGIL VIJAY DIWAS	N S S / N C C	5	213
THALASSEMIA SREENING	INDIAN RED CROSS SOCIETY AND NSS	8	426
Social Service-Special Camp	N S S	5	100
International Yoga Day	N S S / N C C	18	478
Cleanliness Drive	N S S / N C C	9	267
Celebration of Rakshabandhan	N S S / N C C	9	465
World Environment Day	N S S / N C C	10	241

[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
ANNUAL N S S CAMP	RECOGNITION	VILLAGE PANCHAYAT	100

No file uploaded.

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Women's Legal Awareness	Bar Council of Kheralu / CWDC	Legal Guidance	4	345
Women Empowerment Programme	Women Sexual Harassment Protection Council, Mehsana / CWDC	Anti - Sexual Harassment Guidance	5	335
Swachh Bharat	NSS	Awareness about Cleanliness and Health	9	396
Anti -Tobacco Day program	District Panchayat Health Department Mehsana	Awareness regarding Evil Effects of Tobacco to Health	6	586
Voters Awareness Pledge	Government of Gujarat	Voters Awareness	5	644
Aids Awareness	Red Cross Society / RED RIBBON CLUB	Aids Awareness Programme	4	205

[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	Institutional	1

No file uploaded.

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
Exposure to Industry requirements	Live Interaction	MILK CHILLING CENTRE KHERALU	14/08/2017	19/08/2017	62

No file uploaded.

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
C C MAHILA AND C N COMMERCE COLLEGE VISNAGAR	04/09/2017	ACADEMIC	52
No file uploaded.			

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
2550000	2543040

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL.2.0	Partially	2.0.0.12	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6205	51805617	120	15800	6325	51821417
Reference Books	10282	3108870	348	279810	10630	3388680
Journals	53	27794	51	22866	104	50660
CD & Video	721	27044	57	5913	778	32957

e-Books	89	5900	0	0	89	5900
Library Automation	1	5900	1	5900	2	11800
View File						

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
DR. HIRAL PATEL	VIDEO	UGC NETWORK RESOURCE CENTRE	02/02/2018
No file uploaded.			

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	45	1	10	4	1	4	4	100	0
Added	1	0	0	0	0	0	1	0	0
Total	46	1	10	4	1	4	5	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
UGC NETWORK RESOURCES CENTRE	https://www.youtube.com/channel/UCTJ9FJCszWQa9it7o6ZXyCg/videos

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
800000	789000	2550000	2543040

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 policies and procedures for maintaining and utilizing our assets stem from the basic philosophy that the asset is useful if it is maintained properly, and it is up to us to make sure it is in usable condition - or to take action. (1) We first created a List of the Facilities that the College was having, and then the Register of all the Assets and Equipment in the College, normally known as the Dead Stock Register. This had to be done as the old one

was worn out. (2) All equipment and assets were classified with the respective Facilities or Units of the College. (3) Then this Register was updated and verified physically. (4) Any discrepancies were resolved. Some items had been lent out to other institutions and were brought back. A few items could not be traced, and were finally marked as "Missing" in the Register. (5) From these, separate lists were made about the maintenance needs of the assets, and respective Maintenance Schedules were drawn up. (6) Then a Maintenance Calendar was drawn up, which gives advance warning of the upcoming maintenance needs of the different equipment, assets and facilities, so that the needs can be addressed as Preventive Maintenance. This helps us in three ways: (i) it minimises the chance of accidents, harm and damage (ii) it minimises the repairs cost (iii) it makes the equipment available for a longer time (the "uptime") (iv) it prolongs the life of the asset. (7) Things do break down unexpectedly. So, over and above the Maintenance Calendar, all people concerned with any assets, or when they use any equipment, are trained to give the object a look-over whenever they use it, preferably before using it as well as after the use, before packing it for storage. Any potential damage seen at this stage is reported to the concerned person, who is empowered to act on this immediately, further minimizing the chances of breakdown, and consequent harm, damages or disruption. (8) Any asset not usable for a period pending repairs is labeled so very prominently, or with a clear warning for its use, so that it may not harm the user, and further damage may be avoided. (9) Finally, if the asset is found repairable, it is removed from the regular facilities, and disposed off as and when appropriate. There is a process specified for this also, depending on the Disposal Process specified by the manufacturer.

<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	Vidhyarthi Kalyan Nidhi for Poor Students	14	42000
Financial Support from Other Sources			
a) National	OBC/SC/ST/Minorities/Handicapped SCHOLARSHIP by Government	1216	3363232
b) International	0	0	0
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counselling and Mentoring	20/07/2017	182	Local
Youth Cooperative Training Course	25/08/2017	62	Gujarat State Cooperative Union, Ahmedabad

Bridge Course in Main Subjects--English, Economics, Gujarati, Commerce	10/07/2017	502	Local
Remedial Coaching	25/11/2017	575	Local
Women Empowerment	12/12/2018	362	Women Sexual Harassment Protection Council, Mehsana and Bar Council Of Kheralu

[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 scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Coaching Class for Entry into Service for SC/ST/OBC/Mi norities	50	550	0	0
2017	NET/SET Crash Course	50	50	0	0

[View File](#)

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
4	4	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	EDUCATION DEPARTMENT GOVT. OF GUJARAT	142	0

No file uploaded.

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

Year	Number of students enrolling into	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
------	-----------------------------------	--------------------------	---------------------------	----------------------------	-------------------------------

	higher education				
2018	114	B A	ENGLISH / GUJARATI	THE KNSBL ARTS COMMERCE COLLEGE KHERALU	M A
2018	20	B COM	COMMERCE	C C MAHILA AND C N COMMERCE COLLEGE VISNAGAR	M COM
View File					

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	8
No file uploaded.	

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

Activity	Level	Number of Participants
SAPTDHARA AND CULTURAL	INSTITUTION	126
CULTURAL	Inter College- University Level	45
Yad Karo Kurbanī 15 days celebration - Eloquence - Esaay - Rangoli - Painting	Institutional Level	27
Sports- Cross Country - Ball Badminton - Athletics - Yoga	Inter College- University Level	122
Community Social Service- Cleanliness in Village	Institutional Level	87
View File		

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
2018	CLAY MODELLING	National	Nil	1	BA040153 4920	SENMA VIKRAM C
2018	GROUP SONG	National	Nil	1	BCOM0401 631567 BCO M040163150 8 BA040153 4563 BA040 1720457 BA 0401721095	PRIYANKA BHARATBHAI NIKITA J MODI, PARESH D. DARJI, PIYUSH S.

RAVAT
PAVAN S.
PARMAR

2018

SKIT

National

Nil

1

BA040153
4657 BA040
1610275 BA
0401534901
BA04017212
14 BA04016
10154 BCOM
0401713062

PANDYA
MAYUR K., "
PANDYA
PARAG K.,
SATHWARA
HARSH J.
MAKWANA
GUNVANT V
CHAMAR
SHAILESH
K.,
CHAUHAN
PRIYANKA
A.

Nil

QUIZ

National

Nil

Nil

BA040153
4669 BA040
1534554 BC
OM04015134
79

PARMAR
DHIRAJ
L., "
CHAUHAN
VISHVAS
L., VANKAR
MUKESH R.

2017

YOGASAN
CHAMPION-
BOYS

National

1

Nil

BA040161
0097 BA040
1534999 BA
0401721214
BCOM040151
3361 BA040
1535034 BA
0401720513

THAKOR R
AKESHKUMAR
CHHAGANJI
THAKOR
JAGDISHJI
DASHRATHJI
MAKWANA
GUNVANT
VALJIBHAI
CHAUDHARI
TEJAS
BHIKHABHAI
THAKOR
MAHESH
KUMVARJI
PARIKH
RUTVIK
RAJNIBHAI

2017

YOGASAN
CHAMPION-
GIRLS

National

1

Nil

BCOM0401
631531 BCO
M040163152
5 BA040153
5055 BA040
1535046 BA
0401534353
MA04017548
94 MA04017
54946

PRAJAPATI
RITABEN RA
NCHHODBHAI
PRAJAPATI
DIPIKABEN
LALJIBHAI
THAKOR
PAYALBEN
SONAJI
THAKOR
NAYANABEN
MANAJI
BAROT

						NIRALIBEN LAKHABHAI BHAGAT VAI SHALIBEN DINANATH SENMA PINALBEN JAYANTILAL
2017	200 METRE RUNNING - 1ST, 100 METRE RUNNING- 2ND	National	1	Nil	BA040153 4344	BAHELIM MOHMMADSOH IL IMAMKHAN
2017	LONG JUMP- 2ND	National	1	Nil	BA040153 4849	RANA ASHVINJI BHAVANJI
View File						

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

A Student Council to serve in place of the "Student Union" set with its own objectives with the guidance of the institute A faculty leads the Council with a final year student being the general secretary. Students are encouraged to be a part of the decision-making process supporting democratic form of governance. This is achieved by • Forming a student council with class representatives • Representatives of all student related activities • Involving class representatives and batch representatives in the meetings held by heads of the departments with the class teachers A unique feature of the Institute is the Art of Living program conducted for both faculty and students. This program is completely sponsored by the management. Moreover, in all decision-making bodies the student representatives hold a good position and also participate in any decision making with their opinion. In IQAC cell the student's members also plays a pivotal role. In Grievance Cell, all decisions are decided in a congenial environment.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

245

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

ONCE IN A YEAR

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)

The Governing authorities of 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 day today functioning of the Institution administration. The management inspires the staff members by its 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 for 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. Each committee is headed by a convener and few members under the chairmanship of the Principal. Official notice is issued along with the guidelines defining the roles and responsibilities of the committees. Policies and plans are constituted, monitored and evaluated by IQAC. The Principal, Faculty In charges, HODs, Administrative Coordinator and the various committees implement the plans and policies together. The staff members participating in 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 students 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 ,Saptdhara, Career Guidance Centre ,Women Development Cell ,NSS, NCC.

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
Curriculum Development	Curriculum development is not a part of institute because we are the affiliated with HNGU, Patan but more than 4 faculties are the member of BOS and they play their role in to Curriculum development and others are giving their view regarding it.
Teaching and Learning	Institute have sufficient staff in all the subjects and they are well experience. We have LCD in the needed class room so teacher use it to batter convey. Most of the teacher use ICT in their learning process.
Industry Interaction / Collaboration	Institute do academic, research, culture etc. MOUs with nearby institutes and industries and arrange seminar, workshop, faculty exchange,

	student exchange like programme with the collaboration of MOU institutes and industries.
Examination and Evaluation	Institute organise one internal exam during the each semester. Rest of internal exam faculty of each subject take test during class for continues assessment.
Research and Development	IQAC and research committee continues encourage PG students and staff to do research.
Library, ICT and Physical Infrastructure / Instrumentation	Institute always excited to added books, ICT equipments, physical and academic infrastructure. Ever year institute ask faculty of all the department for their requirements and according to grant committee and principal take decision to alot the grant.
Human Resource Management	Our management and principal always take care to manage human resources.
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 seat.

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

E-governance 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 data of financial, academic and management relevant information, etc., are kept available in hard and soft copies. The process of financial audit is regularly performed. The 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 by offline mode. The admission forms and prospectus are also made available on the 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 managed through 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 the university 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
2017	Prof. R K PATEL	Ideology of Dr. B.R.Ambedkar	BAOU	750
2017	Prof. B J CHAUDHARI	LIFE AND WORKS OF DR. AMBEDKAR	BAOU	750
2017	Prof. B H CHAUDHARI	The Journey of Indian Languages: Perspectives on Culture and Society	MEHSANA COLLEGE	850
2018	Prof. H J Patel	Dalit Sahitya	VADNAGR COLLEGE	650
2017	Prof. V M PARMAR	Bharatiya Natyasahitya	MEHSANA COLLEGE	850
2017	Prof. M B PATEL	Indian Dramatic Literature: Recent Perspectives	MEHSANA COLLEGE	850

No file uploaded.

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)
2017	STRESS MANAGEMENT AND LIFE STYLE	N A	22/09/2017	22/09/2017	20	4
2018	N A	OFFICE MANAGEMENT	12/01/2018	12/01/2018	4	12

No file uploaded.

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
iFDP- International Faculty Development Program Global Training Education Program (GTEP) (UK) Hem. North Gujarat University, Patan	10	26/12/2017	20/03/2018	6
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
17	17	12	12

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • Different types of Leaves, as per Central/State Govt. Pattern • T.A. D.A. towards official tours • Payment of deposit-linked insurance scheme to the family of the employee who dies while in service • Encashment of half- pay commuted leaves at retirement, as per rules • Reimbursement of Registration fees for attending Conferences/ Seminars, etc. U.G.Cs Career Advancement Benefits of Senior Scale and Selection/Readers scale to teachers • LTC facility, as per rules • G.P.F. Advance and withdrawal facilities, as per Rules • Prompt payment of central D.A. rises. • Pay Commissions 	<ul style="list-style-type: none"> • Different types of Leaves, as per Central/State Govt. Pattern • T.A. D.A. towards official tours • Payment of deposit-linked insurance scheme to the family of the employee who dies while in service • Encashment of credit balance of earned leaves at the time of retirement • Encashment of half pay commuted leaves at retirement, as per rules • Payment of bonus to nongazette staff • Reimbursement of Registration fees for attending Conferences/ Seminars, etc • Medical reimbursement and other medical facilities in Government or private hospitals, as per rules • Government Quarters • 	<ul style="list-style-type: none"> • Vidyarthi Nidhi (The Fund donated by Teachers for BPL students to pay fees • Book Bank Scheme • Government scholarship and Group Insurance provided to all the students of our college. The college provides scholarships to the students from its Poor Students' Help Fund. It is given to students who do not have means to study and come from oppressed/dispossessed backgrounds. The Management helps such students in paying their educational costs. The college, however, acts as a facilitator to obtain for our students scholarships / free ships from different sources. In addition to these

or U.G.C. scales • Retirement benefits like Gratuity, G.P.F. with interest, Commuted Pension, Earned leave encashment and Family Pension

Washing allowance (for class 'IV') • LTC facility, as per rules • G.P.F. Advance and withdrawal facilities, as per Rules • Prompt payment of central D.A. rises. • Pay Commissions State Level's Scale. Retirement benefits like Gratuity, G.P.F. with interest, Commuted Pension, Earned leave encashment and Family Pension •

schemes, the college also conducts medical and health check-ups regularly. All sorts of technological support are provided to the students by the college. All the infrastructural facilities are available to make their stay in the college comfortable. The campus is well guarded by security personnel. • Scholarship from Govt. for SC/ST/OBC/Differently abled students.

6.4 – Financial Management and Resource Mobilization

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

The accounts maintain in Telly software and entries account are monitored by authorities. There is a mechanism of checking, rechecking and crosschecking of accounts by the authorities. Besides, an arrangement is made by the management for internal audit at least two times a year by C.A. In the case of spending of UGC grant, there is IQAC, Finance Committee and Library Committee take a decision. All purchases are done through tender system. The external audit is also done by the state government periodically. The grant of state government is finalized only after the audit.

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
BANK OF BARODA KHERALU BRANCH AND LATE PROF.KAMLESHBHAI PATEL	46180	TREE PLANTATION AND PRIZE DISTRIBUTION
View File		

6.4.3 – Total corpus fund generated

240000

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	N A	Yes	IQAC AND Managing Committee of Kheralu Taluka Uttar Vibhag Kelavani Mandal
Administrative	Yes	HIGHER EDUCATION DEPARTMENT , GOVT OF GUJARAT	Yes	Purchasing Committee and Management Board

AND C. A.
Appointed by
Managing
Committee

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 feedback for further progress of the institution. Sometimes they also offer 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 INFLIBNET 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.
- Feedback from students, teachers, parents and other stakeholders are collected and reviewed every year.
- 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 responsibilities for 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 5 members of our teaching staff have 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
2017	IQAC MEETING	19/06/2017	20/06/2017	25/04/2018	13
2017	IQAC MEETING	20/09/2017	21/09/2017	25/04/2018	13
2017	IQAC MEETING	30/12/2017	01/01/2018	25/04/2018	14
2018	IQAC MEETING	17/04/2018	18/04/2018	25/04/2018	14
2017	Bridge Courses	19/06/2017	01/07/2017	07/07/2017	677
2017	Certificate Course	19/06/2017	10/07/2017	10/10/2017	82
2017	Result Analysis	19/06/2017	20/07/2017	20/07/2017	9
2017	Remedial Coaching in English	20/09/2017	10/11/2017	20/11/2017	423
2017	Career Guidance	19/06/2017	19/09/2017	19/09/2017	256
2018	Women Empowerment Programme	20/09/2017	15/12/2017	15/12/2017	228

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Induction programme	24/06/2017	Nil	318	277
Women Empowerment Women Sexual Harassment Protection Council Mehsana	15/12/2017	15/12/2017	228	0
Program on Karate training	18/09/2017	23/09/2017	378	0

for college girls.				
International Women's Day Celebration	08/03/2018	08/03/2018	366	0
Rally on Beti bachao-Beti padhao	05/02/2018	05/02/2018	102	141

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
<p>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. Replacements of normal lights with LED lights. No Vehicle Day policy. The institution has hired the services of a full-time plumber to ensure that there is no water leakage and repair work is carried out in time • The waste water of the cooler and RO plant is disposed at the garden beds to water the plants.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	Yes	3
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	Nil	23/08/2	1	Motivat	Save	102

			017		ion Lecture	Girl Child	
2017	1	Nill	20/12/2 017	1	Matdar Jagruti	voter awareness	344
2018	Nill	1	14/02/2 018	1	Mahila Aarogya Jagruti	Health awareness	268
View File							

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct for staff and students	12/06/2017	<p>All stakeholders follow the roles of State govt., / University / UGC like bodies. Principal have power to take action for smooth administration. Stakeholders do not complain directly to the management or upper office. Staff and students have prohibited to smoke and chewing tobacco in the campus. They also help to clean the campus. They also do not use mobile except emergency. Staffs want to take higher education during the job they have to take permission of management and higher authorities compulsory. Stakeholders must follow timely change the roles by the management.</p>
Prospectus	14/06/2017	<p>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</p>

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

15/06/2017

The code of conduct is the soul of our institution. The purpose of code of conduct is to ensure and identify what is required and expected. It applies to all members of the college. The institutional code of conduct promotes welfare, dignity and respect of learners, educators, workers and parents. 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: <https://kheralucollege.org/code-of-conduct/>

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
An Independence Day Celebration	15/08/2017	15/08/2017	689
The Republic Day Celebration	26/01/2018	26/01/2018	970
An International Yoga Day	21/06/2017	21/06/2017	1300
World Environment Day	05/06/2017	05/06/2017	423
Communal Harmony (campaign week)	16/11/2017	16/11/2017	466
Gandhi Jayanti	02/10/2017	02/10/2017	468

Teachers' Day	05/09/2017	05/09/2017	912
Umashankr Joshi (Celebrated Poet of Gujarati Literature) Birth Anniversary	21/07/2017	21/07/2017	297
Zaverchand Meghani (National Poet of Gujarati Literature) Birth Anniversary	28/08/2017	28/08/2017	277
View File			

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. The institution has developed a Garden between Arts and science buildings having various types of plants and trees • The institute also planted various trees in the Botanical garden. • Institution observed No Vehicle Day policy as a best practiced for pollution free and dust free campus. Along with No Plastic campaign, Green campus clean campus campaign is also followed by the students and staff members • Tree plantation in campus by NSS and NCC unit.

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. (1) Title of the Practice: Women empowerment Goal: The Goal of the best practice "Women Empowerment" refers to empowering women with education, employment, decision making, self-defense and better health in view of an equal and just society. The context: Women empowerment is

all about giving women the power and control of their lives to become anything they want and to do what they want in situations where they were not allowed once upon a time. It refers to the creation of an environment for women where they can make decisions of their own for their personal benefits as well as for the society. "Women empowerment" and "women equality with men" is a universal issue. Women empowerment is a term that is used to encourage, inspire and celebrate women. It is also used to celebrate the strides that women and girls have taken in terms of gender equality, financial independence and high confidence. The Practice: As it is the need of a society regarding the problems of gender equity and gender discrimination, the institution decided to practice 'Women Empowerment' as its best practice for the academic year-2018-19. It is decided that the term 'women empowerment should be taken as a holistic development of girls students of the Institution reflecting Vision and Mission of the Institution. Keeping this in mind the various activities regarding women empowerment in the context of society, security, self-esteem, nutrition and psychology various activities regarding girls students have been arranged. Evidence of Success: The most noticeable thing is that by adopting women empowerment as a best practice, the Collegiate Women Development Cell (CWDC) became very active. All the members of CWDC totally involved with zeal and zest. The girl students of the college came across to various aspects of the development of their personality. All of them took part in each of the activities voluntarily. It is reflected in the active participation of girl students in various curricular and co-curricular activities of the college. The percentage of passing out of girls is also increased in most of the programmes. Many girl students met personally to the members of CWDC and appreciated the activities organized under the title of this practice. Problems Encountered and Resources Required: First of all it was very difficult to infuse this concept in the students and faculty members because it is believed that so much have been done in this regard in the society by the Government and NGOs. Apart from that in the succession of various activities relating this practice the education hours must not be disturbed. Likewise the continuation of the activities of this best practice might imbalance the co- curricular and extracurricular activities. But the planning and organization of this best practice was so well planned that none of the said issues were raised. The institution provided both outdoor and indoor facilities regarding the security Infrastructure, experts and other sources for the success of this practice.

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. To Prepare SSR and complete NAAC Second Cycle accreditation.