



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

| | | |
|--|--|---|
| 1.Name of the Institution | | Gujarat Commerce College, Ellisbridge, Ahmedabad |
| • Name of the Head of the institution | Prin. Dr. Jyotsnaben I. Patel | |
| • Designation | Principal | |
| • Does the institution function from its own campus? | Yes | |
| • Phone no./Alternate phone no. | 07926430546 | |
| • Mobile no | 9824602626 | |
| • Registered e-mail | gujarat.college@yahoo.com | |
| • Alternate e-mail | 31jyotsnapatel@gmail.com | |
| • Address | Ellisbridge , opposite Inder Residency | |
| • City/Town | Ahmedabad | |
| • State/UT | Gujarat | |
| • Pin Code | 380006 | |
| 2.Institutional status | | |
| • Affiliated /Constituent | Affiliated | |
| • Type of Institution | Co-education | |
| • Location | Urban | |

| | | | | | |
|--|---|------|-----------------------|---------------|-------------|
| • Financial Status | UGC 2f and 12(B) | | | | |
| • Name of the Affiliating University | Gujarat University | | | | |
| • Name of the IQAC Coordinator | Dr. Bhavin Shah | | | | |
| • Phone No. | 07926430546 | | | | |
| • Alternate phone No. | 7990476917 | | | | |
| • Mobile | 9824077897 | | | | |
| • IQAC e-mail address | gcciqac2019@gmail.com | | | | |
| • Alternate Email address | bhavinshahbhavin@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | https://www.gccabd.co.in/student/aqar/2020_21/AQAR%202020-21.pdf | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://www.gccabd.co.in/student/aqar/2021_22/Government_Academic_Calendar_2021-22.pdf | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1 | B | 2.47 | 2019 | 09/09/2019 | 08/09/2024 |
| 6.Date of Establishment of IQAC | | | 15/07/2016 | | |
| 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc., | | | | | |
| | | | | | |

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|--------------------------|----------------|-----------------------------|---------|
| CHE, Government of Gujarat | Finishing School | KCG | 2021-22 | 400000 |
| CHE, Government of Gujarat | Security | KCG | 2021-22 | 1192000 |
| CHE, Government of Gujarat | cleaning and maintenance | KCG | 2021-22 | 1461283 |
| CHE, Government of Gujarat | saptdhara | KCG | 2021-22 | 100000 |
| CHE, Government of Gujarat | udisha placement | KCG | 2021-22 | 50000 |
| Central - SERB | CRG | SERB | 2021-22 | 221000 |

| | | |
|--|---------------------------|--|
| 8. Whether composition of IQAC as per latest NAAC guidelines | Yes | |
| <ul style="list-style-type: none"> Upload latest notification of formation of IQAC | View File | |
| 9. No. of IQAC meetings held during the year | 4 | |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| 10. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No | |

| | |
|---|--|
| <ul style="list-style-type: none"> • If yes, mention the amount | |
| 11. Significant contributions made by IQAC during the current year (maximum five bullets) | |
| IQAC initiated to participate in NIRF Ranking 2022 for the first time during the academic year 2021-22 | |
| IQAC suggested and organized invited talk for preparation of NET for PG students and how to prepare quantitative techniques for competitive exams by subject experts under saptdhara and UDISHA. | |
| IQAC aimed at enhancing the learning of the subject by the students through both online and offline mode. The faculty members used MS Teams for online teaching which has also recording option and students can watch recorded video at their convenience. | |
| IQAC motivated faculty members to publish research papers in UGC care listed journals. | |
| Extracurricular activities were carried out by different committees under the guidance of IQAC. | |
| 12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year | |
| Plan of Action | Achievements/Outcomes |
| It was unanimously decided to organize good number of extension activities. | A good number of co-curricular and extra-curricular activities were organized by the different committees in college. |
| It was resolved to organize the sessions for the students to create awareness regarding offline examination. | Different sessions were organized at class level regarding the conduct of offline examination for the new students. |
| It was found that the activities organized in college were good enough to motivate the stakeholders in the college. | A good number of Academic, co-curricular and extension activities were organized by the different committees in college throughout the year. |
| It was discussed and directed to the concerned Criterion wise committees to collect the required data for the AQAR 2021-22 and prepare it as soon | The criterion wise committees started collecting the required data and the process of preparing AQAR 2021-22 was commenced. |

| | |
|---|--|
| as possible. | |
| It was decided to organize extension activities to meet with the social responsibilities. | Numbers of extension activities were organized by NSS and NCC units of the college throughout the year. |
| It was decided to strengthen the placement in the college campus. | UDISHA has arranged many such placement fair throughout the year and many students were appointed for good jobs. |
| It was resolved to have MOUs with prestigious other organizations. | Three MOUs were done in the year 2021-22: 1) SPIPA 2) Word in Box 3) Special Olympics Bharat |
| It was resolved to celebrate various days, in house fests and national festivals. | IQAC inspired the various committees to celebrate the whole week for various days in the month of December and welcomed new year with too much of enthusiasm. Together with that the celebration of Navratri, Gurupurnima, Swami Vivekanad Jayanti, National Festivals, and many more were celebrated during the year. |
| It was decided to participate in GSIRF and NIRF | The institution participated in both ranking framework: GSIRF and NIRF |
| To submit AISHE Survey in given timeline | AISHE data submitted through AISHE portal |
| 13. Whether the AQAR was placed before statutory body? | No |
| <ul style="list-style-type: none"> Name of the statutory body | |
| Name | Date of meeting(s) |
| Nil | Nil |
| 14. Whether institutional data submitted to AISHE | |
| | |

| Year | Date of Submission |
|---------|--------------------|
| 2021-22 | 11/01/2023 |

15. Multidisciplinary / interdisciplinary

In view of National Education Policy - 2020, the institution has taken steps towards multidisciplinary/ interdisciplinary courses. The institution is affiliated to Gujarat University and managed by Government of Gujarat. Institution does not have independency to frame curriculum. The institution follows the curriculum which is framed by University. Institution runs two programmes: B.Com. and M. Com. With curriculum, the institution inculcates holistic development amongst students through curricular and extra-curricular activities. The institution motivates the students to take part in cultural activities as well as to participate in sports. The curriculum of B.Com. includes principle subject as accountancy and auditing and subsidiary subject as statistics. With these two subjects, student also learn Problems of Indian Economy, Human Resource Management, Financial Management, Economic Growth, Personality Development, International Business, Business Information Analysis, Market Research, Tally Accounting, World Trade Organisation, NCC, Macro Economics, Micro Economics, Tally, etc as a part of curriculum which generates idea of business development in their mind with social responsibility. So the curriculum itself is multidisciplinary and interdisciplinary. Even the institution develops communication skills and life skills under the ages of finishing school. The student has communication skill course as a part of curriculum which enhances their capabilities of interaction in business.

16. Academic bank of credits (ABC):

As per the New Education Policy frame work, Academic Bank of Credits has been established on the lines of the National Academic Depository (NAD), in the sense, NAD is the backbone of ABC, where the students' academic data are to be held and academic awards are to be stored. ABC will enable students to transfer credit which is to be administered by academic institution through NAD platform. The institution is affiliated to Gujarat University and credit of subject as well as total credits of the programme is decided and maintained by University. The marksheets and degree certificates are issued to the students by the Gujarat University. The institution has not received any intimation or any official letter to open the ABC of the student and so the institution can't implement this ABC. The institution needs green signal from the Gujarat University for implementation of ABC. No student has been registered under ABC of

NAD portal during the academic year 2021-22 as at the commencement of academic year due to pandemic COVID-19 only 50% students were allowed and so the institution taught curriculum on both physical and online mode.

17.Skill development:

Education and skills are essential for everyone, and they both walk hand in hand in everyone's career journey. The institution motivates the students to take part in different workshops like painting, poster making, collage, drama, skit, mime etc. which enrich the development of young minds. To enable cognitive and psychomotor skills in students, innovation club and SSIP have different skill enhancing programmes. This institution is a managed by Government of Gujarat and government has taken an initiative of Innovation Club and SSIP for all government colleges. Innovation club is a concept to inspire and indulge non-technical students to work on their ideas and convert them into startups. Innovation club is based on STEM pedagogy. STEM pedagogy can be applied with any curriculum as it's a methodology rather than curriculum, hence any college across all grades can adopt STEAM methodology which is based on experiential learning. With help of innovation club students can generate their ideas and convert these ideas into real life products with tools provided by innovation club. KCG and CHE, Government of Gujarat, organised 10 days professional certificate programme on "STEAM Based Training for the Skill Enhancement". This is Emerging Technologies Skill Oriented Training under TEERTH Scheme. The course theme is "Robotics Master Training & Certification Programme." Under this training, basics of electronics and circuit diagram, arduino and interfacing Sensors with arduino, program for LED Blinking, Burger sound, Parallel connection and series connection of LED were explained theoretically as well as practically. the students were explained IoT. In IoT trainees try to operate LED by making mobile application. Use of sensor for temperature measuring, smell sensor also done by trainees. Bluetooth car also assembled by trainees.

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

As a medium of instruction, the institution not only teach in english but also encourage gujarati and other vernacular language. The faculty members motivate and inspire different cultural diversities. The institution celebrates national as well as regional festivals which breaks cultural barriers among students coming from cultural background. The institution not only focuses on teaching the curriculum but also tries to shower the values and morals among young minds by celebrating guru purnima, teachers' day, swami

vivekananda birth anniversary, janmashtami, Gandhi Jayanti etc.

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

The college makes an effort to understand that a pursuit of knowledge is a life-long activity and to acquire positive attitude and other qualities which lead students to a successful life. To interpret, analyze, evaluate and develop responsible and effective citizenship is one of the programme outcome of the students. The college also tries to inculcate holistic development through curricular, extra curricular and co - curricular activities which results into the development of mind, body and soul of the student.

20.Distance education/online education:

The Institution is affiliated to Gujarat University, Ahmedabad. As per the guidelines of the University, all lectures are conducted in physical mode. During the academic year 2021-22, due to the pandemic COVID-19, the institution has adopted the change from classroom teaching to blended learning. Microsoft teams was effectively used for curriculum teaching and online evaluation process was done through purchasing cloud storage. Each course contents were made available in the channel (team) of microsoft teams including syllabus, PPTs, notes and recorded videos with the motto of "no left behind". The students can watch recorded videos any time whenever they require. The assessments of the courses were done through online assignments, exams. Various curricular and extracurricular activities were also conducted online.

Extended Profile

1.Programme

1.1 78

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

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

2.1 3161

Number of students during the year

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

2.2

619

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

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.3

917

Number of outgoing/ final year students during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.Academic

3.1

22

Number of full time teachers during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.2

25

Number of sanctioned posts during the year

Extended Profile

1.Programme

| | |
|--|----|
| 1.1 | 78 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

| | |
|------------------------------------|------|
| 2.1 | 3161 |
| Number of students during the year | |

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

| | |
|--|-----|
| 2.2 | 619 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|---|-----|
| 2.3 | 917 |
| Number of outgoing/ final year students during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.Academic

| | |
|--|----|
| 3.1 | 22 |
| Number of full time teachers during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|---|--|
| 3.2 | 25 |
| Number of sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 25 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 17.81378 (not considered salary and retirement benefits) |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 74 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Curriculum Planning and Implementation:

Keeping in view University's academic calendar, curriculum, guideline and objectives, the institute prepares and implements action plan as under:

- General Timetable is prepared in the beginning of the academic year and the staff is responsible for completing the syllabi within the stipulated time.
- The HODs ensures that the action plan is carried out through periodic meetings and continuous monitoring.
- Need based extra classes are also conducted whenever required.
- Remedial classes are conducted for slow learners.
- Efforts are made to hone different skills in students through student-centric practices like: online Assignments, Seminars, and Debates etc.

Curriculum Enrichment:

The Departments held discussions on syllabi and recommend suggestions to IQAC, which are further forwarded to member of Board of Studies of Gujarat University. At the end of the semester curriculum feedback from stake holders- students, faculty members and Parents are received, reviewed and forwarded with necessary suggestions to the IQAC.

Following faculties are members of BOS:

Sr. No.

Name of Faculty

Subject

University

1.

Dr. Sheela M Bhadani

Business Management

Gujarat University

2.

Dr. H R Gohil

English

Gujarat University

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://docs.google.com/forms/d/e/1FAIpQLSfVWhVf3GaxF50eNv1P3C_gBUHOhGE4IxZ96JSjrdOZOpcJMG/closedform |

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

- As the institute is affiliated to Gujarat University, it follows course, curriculum and academic calendar designed by the academic council of Gujarat University, Ahmedabad.
- The University has designed CBCS, the new subjects and syllabi are introduced as core, elective, foundation and soft skills from the year 2011-12 onwards for UG and from 2014-15 for PG. some core course syllabus are changed as and when needed by university and college has implemented accordingly.
- Keeping in view, the needs of trade, commerce, business and industry, the University offers the Foundation Courses and Soft Skills Papers.
- Head of the departments are responsible for the distribution of syllabus among the faculties of their departments and to monitor the timely completion of the syllabus.
- Need based extra classes are arranged by the time table committee on demand by the faculties who need extra lectures for completion and/or revision.
- Remedial classes are conducted for slow learners and star batch for students good in studies to enable them score ranks.
- Apart from these faculty members give subject assignments to students.

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

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

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

02

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

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

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

1

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

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

84

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

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

Cross cutting issues like Gender Sensitization, Environmental Awareness, Human Values and Professional Ethics in curriculum are integrated through different courses.

- In Foundation and Soft Skills papers the institute offers subjects - Environmental Studies, Personality Development, Presentation Skills, Sports and Practices, History of Ahmedabad, Tally Accounting, World Trade Organization and Rural Marketing.
- In Core Elective Paper of Commercial Communication, we teach Types of Communication, Barriers to Communication, Networks of Communication, Netiquettes, Business Ethics and Etiquettes, Leadership Qualities, Presentation Skills, Time Management, Negotiation Skills.
- The institutional co-curricular and extracurricular activities also compliment cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics through Samvadam- a weekly Lecture series, Collegiate Women's Development Cell (CWDC) and other programmes. Collegiate women's development cell conducts different programs on gender sensitization and woman related issues
- Blend of co-curricular and extracurricular activities become panegyric to holistic development of students like activities under NCC, NSS, sports, Saptdhara, Finishing School and Other Activities
- Students are made aware of and sensitized towards nationally and globally troubling issues- gender census, water scarcity, climate change through different Days Celebration, rallies, Elocution competition, Extempore, Essay writing, Green Campus Drive and other programmes.

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

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

0

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Institutional Data in Prescribed Format | View File |

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

02

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

B. Any 3 of the above

from the following stakeholders Students
Teachers Employers Alumni

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.gccabd.co.in/student/aqar/2021-22/1.4.1%20Feedback%20Report%20AQAR%202021-22.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | No File Uploaded |

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

A. Feedback collected, analyzed and action taken and feedback available on website

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://www.gccabd.co.in/student/aqar/2021-22/1.4.2%20Action%20Taken%20Report%20AQAR%202021-22.pdf |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1210

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

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

supernumerary seats)

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

572

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

2.2 - Catering to Student Diversity

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

The advanced learners and slow learners are identified by the faculties based on classroom interactions, as well as on the students' academic performance scores. Advanced learners are given assignment topics commensurate with their abilities. They are also encouraged to participate in co-curricular and extra-curricular activities to ensure a well-rounded development. Many departments conduct events which provide a platform for the advanced learners to showcase their knowledge and utilize their skills. Advanced learners are also encouraged to handle these events/seminars and to attend/participate at inter collegiate workshops/exhibitions with the guidance of lecturers. Topic-wise information pertaining to curriculum/ beyond the curriculum is discussed with peers. Reference books of a more advanced level are recommended to them. Remedial Coaching is provided to Slow Learners. Counseling Cell of the institute tries to diagnose the problem of students and suggests steps to overcome their weakness and enhance their strengths. Many reference books are recommended to them for study. Certain Carrier Oriented Courses are introduced to sharpen their skills. If required, teachers provide extra-coaching to the students. Slow learners are attached to the specific faculty who would provide them subject guidance with printed notes.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://gccabd.co.in/remedial-class/ |
| Upload any additional information | View File |

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

| | |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 3161 | 22 |

| | |
|----------------------------|---------------------------|
| File Description | Documents |
| Any additional information | View File |

2.3 - Teaching- Learning Process

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

Majority of the teachers prefer student-centric methods while planning academic as well as co-curricular activities. Various activities are undertaken for self-development and skill formation.

A number of activities like seminars, debate and elocution on current issues, group discussions,

Class-room quiz activities, role play, exhibitions, industrial visits, field trips and mock interviews are part of the teaching-learning dynamics which aim to develop stage confidence, skills of expression, creativity and innovative thinking among students.

During their academic schedule, PG students are given topic wise presentation in which they are encouraged to choose a suitable topic and work on it as well as motivated to write research papers by the students to present in UGC sponsored seminars/ conferences/ symposia.

Students are encouraged to utilize institutional resources- library, laboratory, and other sources for updating on curricular aspects and current trends in their subjects. They make healthy discussions in the class are encouraged more and more.

Each class has a specially allotted space for "SRUJANAM"- The College-Corner, where students display creative writings, poems, stories, creative art pieces- paintings, cartoons, newspaper cuttings, collected information and many such things.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://gccabd.co.in/facilities/ |

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

In era of technology, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning.

College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

The following tools are used by the Institute ICT Tools:

1. Projectors- projectors are available in different classrooms/lab/seminar halls.
2. Desktop and Laptops- 74 Computers and 3 laptops are available in campus. They are arranged in Lab/library and Faculty cabins all over the campus.
3. Printers and scanners- They are installed at office, Library, Labs, Faculty Cabins and all prominent places.
4. Photocopier machines - There are two Photostat machines available in office.
5. Seminar Room and auditorium- they equipped with all digital facilities with mike, projector, cameras and computer system.
6. Smart Board- One smart board is installed in the seminar hall.
7. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)
8. Digital Library resources (SOUL, Inflibnet etc)

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

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

2.3.3.1 - Number of mentors

21

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

2.4 - Teacher Profile and Quality

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

22

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

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

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

15

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

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

2.4.3.1 - Total experience of full-time teachers

148

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

2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students during induction programme. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Internal Tests, Assignments Submission and Power point Presentation. Students submit their assignments through login ID given to them. Internal tests are conducted regularly as per the schedule given by Gujarat University in academic calendar. During the academic year 2021-22, for semester 1 to 5 online exams were conducted due to COVID-19. Semester - 2 exams were conducted through offline mode. The performance of the students is

communicated to the students through the Notice portal of college website. Personal guidance is given to the poor performing students after their assessment. Students appearing for Second /third year are asked to deliver Power point Presentation of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://gccabd.co.in/online-exam/ |

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

The college has a well organized mechanism for Redressal of examination related grievances. The student can approach the Examination committee to redress the examination related grievance as per the requirement and jurisdiction of the grievance.

A.Grievances related to college conducted examinations:

At the college level, If any student feels that the marks given to him/her in any paper are not just, he or she can apply revaluation by remitting the fees to the college. The students should apply within a fifteen days after declaration of the result.

The college appoints subject expert other than the previous assessor. If there is change in score, it is corrected by internal examination committee of the college. College has to declare final revaluation result within fifteen days.

The students have the freedom to use the suggestion box to put in the note of dissatisfaction with the internal examination mechanism. The principal and in charge of faculty keeps an eye on the overall procedure by conducting the periodical meeting with the internal examination committee.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | No File Uploaded |
| Link for additional information | https://docs.google.com/forms/d/e/1FAIpQLSfFuxoLZMXjhX0N9T342YwNW1UxLby50ce3-Jy-JQY6HcRY7Q/closedform |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institute constantly monitors the outcome of the teaching learning process through continuous evaluation during the institute and the university examinations.

The institutional teaching climate and culture continually attempts for overall shape up of students through co-curricular and extracurricular activities. The institute efforts to inculcate good values and sensitize students on various social issues to prepare responsible citizens in addition to professional competency.

- The students are introduced with clearly defined aims, goals, vision, mission, objectives of the college during the Orientation programme before the commencement of the academic year. Curriculum is uploaded on website of the institution. They are also displayed at strategic locations in the institutional building.
- The objectives of the Programme outcome are discussed in the staff meetings by the Head of the Institution and teaching strategies are planned accordingly. Each academic plan has specifically stated learning objectives communicated to students during classroom teaching and tutorial interaction. The Programme outcomes specific to every course and paper are defined separately in the syllabi, adhered and timely surveyed by the IQAC.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://gccabd.co.in/syllabus/ |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

The institution monitors the progress and performance of the students through the following mechanisms.

- Monitoring the progress and performance of the students

during the online lectures with classroom interaction.

- Monitoring the performance of the students by classroom online test at the end of the semester and group discussion.
- Monitoring the students' performance by participation in different co-curricular activities such as NSS, NCC, SAPTDHARA etc.
- Monitoring the students' performance by participation in different co-curricular activities in NCC

Monitoring the student progress by identifying advance learner and slow learner from above mechanism

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

2.6.3 - Pass percentage of Students during the year

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

917

| File Description | Documents |
|--|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey

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

<https://gccabd.co.in/student/other/sss%20report%202021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

221000

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| e-copies of the grant award letters for sponsored research projects /endowments | View File |
| List of endowments / projects with details of grants(Data Template) | View File |

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

05

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

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

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

01

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | View File |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | https://www.serbonline.in/SERB/emr?HomePage=New |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution motivates the faculty members to write research projects and submit it to various supporting agencies like DRDO, DST, AICTE, DBT, SERB, UPCST, etc. The institution also helps to create research culture among faculty members and students. One of our faculty Dr. Jignesh Gondaliya is working on Science & Engineering Research Board (SERB), (A statutory body of the Department of Science & Technology, Government of India) funded project entitled "Efficient minimal balanced cross-over designs in higher-order carryover effects." in collaboration with Gujarat University. This institution is managed by GoG and government has taken an initiative of Innovation Club andSSIP for all government colleges. Innovation club is a concept to inspire and indulge non-technical students to work on their ideas and convert them into startups. Innovation club is based on STEM pedagogy. STEM pedagogy is based on experiential learning. With help of innovation club students can generate their ideas and convert these ideas into real life products with tools provided by innovation club. KCG and CHE, GoG, organised 10 days professional certificate programme on "STEAM Based Training for the Skill Enhancement". This is Emerging Technologies Skill Oriented Training under TEERTH Scheme. The course theme is "Robotics Master Training & Certification Programme."

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.serbonline.in/SERB/emr?HomePage=New |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

02

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | https://www.gccabd.co.in/faculty |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

08

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

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

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

05

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

3.4 - Extension Activities

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

The institution organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs under edges like SRC, NSS, NCC, SSIP, Innovation Club, CWDC, Finishing School, Saptdhara etc. Under NCC, the students are motivated to join Indian army. Till now many students have joined defense. With the motto of "not me, but you" the students aware the society through rally for cancer prevention, precaution of COVID-19, organ donation, cleanliness drive, blood donation, laws for public places, addiction etc. Students also served in RDC, marine camp, NSS foundation day, special para Olympic, national youth day etc. under banner of NSS. Students distributed clothes and fruits to needy people. Students visited kocharab ashram, heritage walk and also celebrated martyr's day, tiranga yatra, rakshabandhan, independence day, republic day which created holistic approach among them. NSS organized a residential seven day camp in nearby adopted village named sadra and several activities were carried out by NSS

volunteers addressing social issues which include cleanliness, save water drive, Shramdan, Social interaction, Eradication of superstition, Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, drawing competition, sports competition at school, self-defense training to students of school of sadra village etc.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://gccabd.co.in/gallery/ |
| Upload any additional information | View File |

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

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

00

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

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

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

44

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| Any additional information | View File |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1449

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | View File |
| Any additional information | View File |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

3

| File Description | Documents |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | View File |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has adequate facilities for teaching-learning, including classrooms, library, computer lab. and equipment. The institution has 22 ventilated classrooms with teaching tools and mass communication system to accommodate the entire division. The faculties adopt new innovative techniques such as LCD projector and laptops as teaching tools. Teacher uses the modern technology for interactive classroom teaching. The institution has two seminar halls and one auditorium with technical facilities. The college is covered under CCTV camera that helps to provide security to the students and maintain discipline among the students. The college campus is WI-FI bandwidth of landline connection is 100 mbps. Tally lab with 25 computers for the use of students. Digital English Language Lab with 23 computers for students. Well accommodated staffroom with separate chambers for each department. well accommodated ladies room beside the admin office. The college has large size rooms with ICT teaching tools to accommodate bifurcation of classes. Well equipped library with spacious reading room, which is open for students from 9 a.m. to 3 p.m. The library is enriching with books and reading material. WI-FI connection and computers are available in to the library. Well-furnished and

equipped IQAC room, Well equipped and spacious N.C.C. and N.S.S. rooms in the institution. Auditorium is used for the purpose of seminar, workshops, training programmes, guest lectures etc. and language lab. A separate chamber for CWDC is set-up. A separate chamber for grievance redressed cell.

| File Description | Documents |
|---------------------------------------|--|
| Upload any additional information | View File |
| Paste link for additional information | https://photos.app.goo.gl/beyiJ4jPnR3kvgwb 9 |

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

The institution has adequate facilities of sports, games (indoor, outdoor, gymnasium, yoga room etc.) and cultural activities: Sports, indoor and outdoor games: The institution has cricket ground, foot-ball ground, tennis ground and hockey ground. The institution provides facility to the students for volley ball, kabaddi, lawn tennis etc. The students of the institution achieve ranks at National and International level. The institution has well equipped sports room for indoor games. The students enjoy Indoor games like table tennis, chess, carom, etc. The institution has gymnasium with modern gym. equipment.: The institution has two seminar halls and one vast auditorium with hi-tech facilities. They are using for the purpose of cultural programs, public speaking program and communication skill development program. The institution offers commerce but have deep sense of necessity of various kind of arts in life. Keeping in mind the sense the institution has well quality music equipment, sound system etc. The institution leads various kind of work-shops to the students such as painting workshop, collage workshop, poster making workshop, drama workshop etc. The college invites generous from the guidance of students and provide facilities to students to bring out their best in the field of arts and cultural development..

| File Description | Documents |
|---------------------------------------|--|
| Upload any additional information | View File |
| Paste link for additional information | https://photos.app.goo.gl/kxUBwo9jtZwsju6f A |

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

10

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://photos.app.goo.gl/beyiJ4jPnR3kvgwb9 |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

00

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Library is automated using Integrated Library Management System (ILMS): The project of library automation was started in the year 2015-16 using latest 2.0 version of SOUL Software (Software for University Libraries). It is designed and developed by INFLIBNET Center, Gandhinagar. The software fulfills basic requirements of college library. It is designed to automate all housekeeping operations in the library. Following are main features of SOUL 2.0:

1. UNICODE based multilingual support for Indian and foreign languages; 2. Compliant to International Standards such as MARC21, AACR-2, MARCXML; 3. Compliant to NCIP 2.0 protocol for RFID and other related applications especially for electronic surveillance and self check-out & check-in; 4. Client-server based architecture, user-friendly interface that does not require extensive training; 5. Supports multi-platform for bibliographic database. 6. Supports cataloguing of electronic resources 7. Supports requirements of digital library and facilitate

link to full-text articles and other digital objects; 8. Support online copy cataloguing from MARC 21 supported bibliographic database; 9. Provides default templates for data entry of different type of documents. User can also customize their own data entry templates for different type of documents; 10. Provides freedom to users for generating reports of their choice and format along with template and query parameters; 11. Supports ground-level practical requirements of the libraries Provides facility to send reports through e-mail, allows users to save the reports in various format

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://library.gccabd.co.in/ |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

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

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

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

43816

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

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

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

8

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

4.3 - IT Infrastructure

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

The institution has different digital technological facilities. The institution has ICT based class rooms, smart class room, digitally equipped seminar hall, computer lab,etc. Even under project of RUSA, the new building of computer centre is under construction.

Most of the official work is being done with the help of ICT. The institution regularly maintains the IT facilities. Our institution is a government institution and during the pandemic of COVID - 19 during academic year 2020-21, the government decided to take fees through online portal of COGENT and hence our institution collected fees through COGENT portal.

Following are some basic facilities for updating:

Computer is formatted on regular basis. The institution has excellent technical assistant and he himself formats the computer as and when required. He even installs and upgrades required softwares. Anti-virus is regularly installed and updated in

computer. All computers have anti-virus installed. NAMO Wi-Fi connectivity is available in the campus. Even college has its own BSNL internet connection with 100 MBPS speed. CCTV is installed in every classroom, admin office, staff room, etc. i.e. whole building is under surveillance of CCTV. Even student can search required reference book which is available or issued in our library from college website without physically present in college. The institution upgrades computers, printer, xerox copy machines as per requirement.

institution upgrades computers, printer, xerox copy machines as per requirement.

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

4.3.2 - Number of Computers

74

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

00

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

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

The institutional approach is to make all physical and academic facilities easily accessible to its stakeholders. The institution also keeps it updating. The entire institution building has Wi-Fi facility. We have a fees collection and employee salary software. All students related important notices, Academic Time Table, Assignments, Internal and University Exams related updates, Individual results and attendance, news related to institutional cultural academic activities are posted regularly on updated Institutional website and Institutional App along with the Notice boards. The institute also reaches to aumni through posts time and again on its Facebook and Twitter handle. The institute has adequate number of computers with internet connections. All the stakeholders have equal opportunity to use them as per the rules and the policies of the institution. The administration wing's computers are connected through the LAN to make work easier and systematic as they are updated with the software. The admission process is online. Fees are collected online. The institutional library has LAN facility and computers have software SOUL 2.0 version. All departments and the faculty members are provided computers with internet in their chambers. All IT facilities are maintained properly by a technical assistant. The department of sports consists of an Indoor Games Room, a Yoga Centre and a huge Play Ground. For maintaining and utilizing physical, academic and support facilities, different committees are established, IQAC monitors and manages the activities of all these committees.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.gccabd.co.in/page/facilities |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

74

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

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

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

0

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

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

C. 2 of the above

| File Description | Documents |
|---|---------------------------|
| Link to Institutional website | Nil |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

679

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

679

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

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

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases | No File Uploaded |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

17

| File Description | Documents |
|--|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | No File Uploaded |
| Details of student placement during the year (Data Template) | View File |

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

81

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

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

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

3

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

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

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

7

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

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

Students' overall development is the responsibility of the institute. The institution's activities are all focused exclusively on the needs of the students. Each year, the Student

Representative Council is established solely on the basis of academic achievement, ensuring the best implementation and execution. Under the auspices of Gujarat Commerce College, the SRC, NSS, and NCC play crucial roles in organizing, planning, and conducting workshops, seminars, Parents Teachers Meets (PTM), and other events. Newly admitted students are orientated by SRC through an orientation programme that gives aspiring performers a chance to showcase their talents. Due to the active involvement of its students in the freedom movement, this institution has a prominent place in the history of the Indian Freedom Struggle. On August 10th each year, students congregate close to the monument honoring Veer Vinod Kinariwala, a martyred student at the school who gave his life on the campus during the "Quit India Movement." A bullet fired from the gun of an English officer who refused to lower the Indian flag struck him dead. The committee members and other students oversee the various celebration programmes.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1814

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

5.4 - Alumni Engagement

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

The institution has a registered Alumni Association established in the academic year 2015-16. Functional Alumni Association from 2011 works for the welfare of the institution. The HEI has always appreciated positive suggestions from the alumni and have implemented them for the betterment of the institute. The objective of this alumni association is to get-together intermittently and provides a platform to present students to interact with the successful alumni in a cordial and friendly atmosphere. Those can helps to develop strong network resulting in career openings for the current students. It also provides the platform to the students to create a rapport with the alumni on social networking like Facebook, Twitter, Linked-In sites.

The following activities are undertaken by Alumni.

- An Alumni Meet is organised by the institute to remain actively connected with the alumni members.
- Members support and help in managing the college activities like youth festival, fashion show, theatre activity, literary activities, college cultural festival etc.
- Alumni members who are achievers in the respective fields are also invited to Judge various events of the college.
- Alumni members are also invited to participate in different college events and celebrations.

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

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

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

As an academic institute working with the holistic approach for better life, environment and society, Gujarat Commerce College works with a mission to mold students with excellent and value based business education, it also enables holistic development of personality that is accessible to all the sections of the society.

As being the unique academic institution the governance of the college is having student centric approach, which helps students to realize their ambitions and achieve success in the path of their pursuit. By providing innovative and flexible learning opportunities to the students, the institute prepares students for further academic excellence. Along with having highly qualified and experienced faculties, the institute also emphasizes upon one on one personal interaction with students. The institute has signed various MOUs with prestigious institutions of India. Such experiences provide students contextually relevant for being successful in the corporate world. The institute always emphasize upon the unique holistic attitude to inculcate ethical, moral and social values in diverse cultures. For the better tomorrow, the institution emphasizes upon the fundamental awareness, regarding environment and its protection. With the help of NCC, NSS and other co-curricular departments, the institution is always committed to inculcate civic sense, responsibility, social commitment and moral accountability in the hearts of college students.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.gccabd.co.in/aboutus |
| Upload any additional information | View File |

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

Gujarat Commerce College practices the decentralization as well as involvement of everyone in the matter of management whether it is the matter of curriculum planning or implementations. The institute is affiliated with Gujarat University. In this regards, the college follows CBCS, new subjects, Syllabi, core, elective, foundation and soft skill papers introduced by the University. To complete the syllabi within the stipulated time, each member of

the staff is asked to give their inputs for the proper preparation of the general time table at the beginning of the academic year. Subsequently, each faculty member with discussion carries out their teaching task. Under the watch of the Principal, each faculty is given the freedom to implement innovative teaching methods along with the use of various tools of ICT. Such expansion of classroom teaching opens up new horizons for students to participate in the teaching-learning process. Similarly, HODs of each administrative as well as teaching department recommend suggestions in the very beginning of the year to IQAC, the IQAC further forwards the suggestions of the administrative to the Education Department, Government of Gujarat; and if academic to the Board of Studies, Gujarat University. All such decentralized and participative elements of management bestow the institute with effective leadership.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.gccabd.co.in/student/agar/2021_22/6.1.2.pdf |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

IQAC department, as being the Central department to prepare strategic plans of the institute prepares maps for implementation of activities of college. In case of curriculum development, the institute has implemented the Choice Based Credit System (CBCS). As far as the teaching and learning is concerned, the institute always looks forward for engaging, goal oriented and updating the faculties with latest pedagogy and teaching methodologies. With the help of time and team management, the institute tries to facilitate holistic learning process. The IQAC of the institute in collaboration with examination department focuses upon proper and precise evaluation of students' knowledge and understanding to achieve desired goals of learning. Many faculties are working on Research papers, attends seminars, workshops, conferences, OP, RC and STC. Similarly, the library of the college is being regularly updated with gadgets, books, journals, magazines, e-memberships, etc. To maximize the potential of individuals in their respective fields, the institute tries to manage human resource with appealing, evolving and inspiring methods. All the recruitments are done by the Education department of Government of Gujarat. The

admission process is being conducted by the Gujarat University. All the admissions are purely done on merit basis and reservation policy of State Government.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://www.gccabd.co.in/student/agar/2021_22/6.2.1.pdf |
| Upload any additional information | View File |

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

The chief focus of GCC is to be a center of excellence in study regarding commerce. The leadership of GCC functions through participative management all the way through structured Organizational system with the involvement of all the Stakeholders. The key components of organizational structure of the college are Education Department, Commissionerate of Higher Education, Government of Gujarat, Principal GCC, Head of Departments, Teaching and nonteaching staff and supporting cells/departments. The institute reviews the institutional strategic plan which in turn sets the academic aims and objectives of the institution. The organizational structure lends itself to sustaining institutional capacity and educational effectiveness through involvement of all members. The decision-making procedures are made at appropriate levels in the organizational hierarchy. As per the University/Government guidelines, IQAC cell, Anti-ragging cell, ect. are performing their responsibilities. There are various committees with specific functions that provide academic and administrative leadership to the institution. A committee comprising of administrative staff and faculty members together is involved in the planning and implementation, academic audit and flexibility contributes participative decision-making process to the institute. GCC strictly adheres to the service rules prescribed by the State Government and UGC. Grievance redressal committee includes Principal, HODs, teachers and student representatives, who executes in the dimension to redress grievances.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | https://www.gccabd.co.in/student/aqar/2021_22/6.2.2.pdf |
| Upload any additional information | View File |

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The GCC follows effective welfare measures for teaching and non - teaching staff. Gujarat Commerce College, as a Government College, follows the measures for welfare as per the State Government rules that invigorate the staff members to perform with their effective and efficient working skills. The Significant Welfare Schemes that are being implemented in the GCC are as follows:-

- 1) Medical Allowance
- 2) Child Education Allowance
- 3) Maternity benefits as per the terms
- 4) Child care

5) Leave Travel Concession

6) Encouragement for part-time PhD program.

7) Welfare Fund

8) Provident Fund

9) Opportunities for national and international exposures.

The following facilities are also provided to employees for efficient functioning for the college:-

1) Medical Expenses

2) WIFI facility

3) Encouraging work space

4) Computing Facility

5) Identity cards

6) Sports facility

All the members of staff (academic as well as administrative) are being encouraged for their Career Advancement with the help of government schemes. Low rental Government Quarters are available .

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.gccabd.co.in/student/aqar/2021_22/6.3.1.pdf |
| Upload any additional information | View File |

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

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

00

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

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

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

00

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

05

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

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

Gujarat Commerce College follows two types of Performance Appraisal Systems. The first is known as CAS (only for teaching faculties) and second one is known as "Annual Secret - Report". Every teaching member fills up the prescribed format of CAS for Self-Appraisal as per UGC and government of Gujarat norms. The system is helpful for improving performance in the fields of teaching and learning. The appraisal report is based upon the annual performance of employee on basis of their academic, research and other extra-curricular activities. CAS includes all the above mentioned points and sub-points. The format consists of four major parts; such as, Academic Performance, General Instruction, other related information and the comments on the self- assessment made by Department of Higher Education, Government of Gujarat. The sub categories such as teaching-learning evaluation, Co-curricular, extracurricular and professional development related activities, Research and Academic Contribution and Summary of the API, are yard sticks for the evaluations. The second type of evaluation is known as Secret-Report of the employee. Being a government college, all faculty members selected through public commission has to fill this CR. It is to be filled up by both teaching and non-teaching employees. The first part is to be filled up by the employee, whereas the second part, by the Principal. Subsequently, it is to be send to the Department of Higher Education, Government of Gujarat.

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

6.4 - Financial Management and Resource Mobilization

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

At regular duration of the time Gujarat Commerce College executes internal as well as external financial audits. The institute is having full-time Account Department since 1993, in order to maintain accounts and audits. The agencies that conduct regular audit are:-

1. External Audit:-

External audit is conducted by the following

A.1) CAG through Auditor General (AG) Rajkot.

A.2) Chartered Accountant of the Institute.

B) Internal Audit:-Internal audit is conducted by an Internal Auditor.

AG, Rajkot conducts statutory audit covering all financial and accounting activities of college such as,

1) All receipts from fee collection, donations, grants, contributions, interests earned and returns on investments.

2) All kinds of payments to staff, vendors, contractors, students and other service providers.

All findings of the AG are communicated through their report. Their findings are examined by an exclusive committee of the College, consisting of Registrar, Internal Auditor, concerned head

of department and a nominated member. It is to be pointed out that no serious objection is outstanding. Chartered Accountant of Institute conducts regular account audits and certifies Annual Financial Statements. All Utilization Certificates of various grants giving agencies are also counter signed by CA.

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

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

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

00

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

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

A) Grant for Salary:- The salary grant of the college is being allocated by the State Government. The institute prepares and sends an annual budget of the estimated salary grant required to the State Government. It includes salaries of the full time permanent teachers and nonteaching staff as well as part-time teachers working on granted posts.

B) Grant from UGC:- The institute is under 2F and 12B as per UGC Act and having permanent affiliation with the University. Therefore, UGC allots grants for development and maintenance of Infrastructure, to upgrade research and teaching-learning resources.

C) Fees:- As being the Government College, the institute charges as per the University and Government norms.

Resource Mobilization policy and procedures:-

A) The institute has UGC committee as per the XII plan of UGC.

B) To monitor the mobilization of funds and to confirm its proper utilization, the UGC Committee keeps itself in close coordination of

the IQAC.

C) Proper procedure of purchase in accordance with rules, the institute has the Purchase Committee.

D) The institute gets done the internal audits from the CA and external audits from the Government.

E) To ensure the optimum and appropriate utilization of resources in minutely observed and given directions by the Principal.

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

6.5 - Internal Quality Assurance System

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

With the help of innovative, comprehensive and flexible education policy GCC attempts to chisel out the person through a persistent focus on imparting quality education. Its Internal Quality Assurance Cell (IQAC) conducts the activity which encompasses all aspects of institute's functioning. Since its introduction IQAC of GCC has been performing the following tasks on a regular basis.

A) enhancement in quality of teaching and research by regular inputs.

B) Sharing inputs for best practices in administration for efficient resource utilization and better services.

C) Furnishing imports for academic and administrative audits and analysis of result for improvement.

Students as well as staff members can share their feedback on teaching and administration through suggestion box and email to the coordinator IQAC. In the matter of implementation of quality assurance strategies and process at all the levels the IQAC has bestowed immensely. The committee of college meets at regular period of time. The IQAC of college prepares, evaluates and recommends the

following,

- 1) Annual quality assurance report (AQAR)
- 2) Performance Based Appraisal System (CAS),
- 3) Stakeholders feedback
- 4) action taken reports
- 5) AISHE
- 6) NIRF

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

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

The IQAC of the college gives utmost emphasize upon the improvement in teaching learning process. It prepares academic calendar, circulars and assures that it should be strictly followed. All the admission and extra related details are declared and notified in academic calendar. With the help of the well planned orientation program the newly admitted students made aware about unique philosophy of the institute for better teaching and learning. They are given necessary guidance for compulsory, core

and elective subjects and their words in the progress of life. With the help of virtual as well as physical notice board all students are apprised of the timetable, program structure, syllabi of course well in advance. Proctor and HODs look after attendance and conduct of the classes. They are also remains in cooperation with discipline committee. Feedback form of students are also collected and subsequently analyzed and shared with concerned authorities and individual faculty members for necessary actions. Subsequently, IQAC reviews and recommends improvements. The significant initiatives introduced are,

A) Automation and online facilities for admission of students,

B) Automation of exam process.

C) Online classes and information desk board,

D) Green initiative on campus

E) Block coding through innovation club

F) MOUs

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

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

C. Any 2 of the above

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The aim and objective of the Collegiate Women Development Cell (CWDC) is to prevent sexual harassment at workplace and to promote general wellbeing of female students, teaching and non-teaching women staff in college. The cell is also responsible to undertake the awareness programmes on gender sensitization, women rights and women empowerment in college. The program organised for creating awareness amongst girls' students were seminar on Life skills, Seminar on Positive attitude, lecture on legal rights for women, Seminar on Investment guidance etc.

Under the aegis of CWDC, our college has taken an initiative to introduce adolescent girls for understanding of how to use pad vending machine as well as how to dispose that pad. Students are encouraged to use high quality sanitary napkins instead of cloth pads. College also ensures safe disposal of Sanitary Napkins in an environmentally friendly manner. The committee members explained them first of all why hygiene is important. Then demonstrated use of vending machine.

various seminars were organised like "View of Life Affects the Way of Life - My Perspective - My Life". Well-known by Mr. Deepakbhai Teraiya, "Positive Attitude in Life" by Smt. Umaben Teraiya, a seminar was organized by SEBI named 'Financial Education Workshop'

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | https://www.gccabd.co.in/student/agar/2021_22/7.1.1%20CWDC%20Programme%20Report%202021-22.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://www.gccabd.co.in/student/agar/2021_22/7.1.1%20CWDC%20Programme%20Report%202021-22.pdf |

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

C. Any 2 of the above

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

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

Educational institutes represent the main components of sustainability promotion in our society. Waste management is one of the challenges that an institute has to face in accomplishing sustainability goals. The institute constantly strives to substantiate its contribution in clean India campaign and implement healthy practices.

Different colored dustbins are placed at different places with markings and instructions in the premises and on the campus.

We are continuously appealing our students to throw solid waste as per its recyclability. Staff members continuously inspire students to follow this practice.

This institute gets regularly facilitated by the Ahmedabad Municipal Corporation (AMC) in waste collection, waste management

and composts it.

This institute accommodates commerce faculty students therefore Liquid Waste Management becomes a midget.

Our sewages are connected with the city sewages, where all dirty water is purified in corporation water works sights.

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | View File |

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

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

- 1.Restricted entry of automobiles
- 2.Use of bicycles/ Battery-powered vehicles
- 3.Pedestrian-friendly pathways
- 4.Ban on use of plastic
- 5.Landscaping

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |

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

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

D. Any 1 of the above

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

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

D. Any 1 of the above

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

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

Rakshabandhan was celebrated by the unit as part of which the security person at the Ellisbridge Police Station were tied up in ashes and the principal of the college and the professor and other staff were also tied up in ashes.

Zaverchand Meghani's 125th birth anniversary celebration was held in the sanet hall Gujarat university in which college students were sent.

The organ donation oath program for organ donation awareness was organized by Hon'ble Vandana Trivediji of the Department of Culture, Gujarat Commerce College.

Mrs. Vandana Trivediji gave information about Organ Donation Awareness to all the volunteers in the Organ Donation Oath Program on 17/9/2021 with the aim of spreading awareness about Organ Donation in the society and to make the students aware about organ donation. In the end, swearing made the program a success Hon'ble Prime Minister NarendrabhaiModiji's 'Mann Ki Baat' program was made successful on 17/9/21 by Mrs.Vandanaji and a total of 20 Sanskrit volunteers.

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

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

Every year Independence Day and Republic Day were celebrated by the institute. This year Tiranga Yatra was organized many colleges have organized rallies from Ravi Shankar Bhavan to Gujarat College.

Veer Vinod Kinariwala was an Indian activist as well as an intermediate student at Gujarat College in Ahmedabad and was shot dead by British Assistant Superintendent Police for trying to hoist the Indian flag while protesting in front of the college as a part of Quit India Movement. So in the honour of his bravery as well as sacrifice, the N.S.S unit of Gujarat Commerce College organised an orientation programme at Gandhi Hall.

In Republic Day Parade organized by the Ministry of Youth Affairs and Sports Karan Dabhi of NSS Unit and Kuldeep oboroi of NCC unit of Gujarat Commerce College also got selected.

A Special Olympics Bharat Programme was organised at Gandhinagar on 31st October, 2021, in which the students of NSS Unit of Gujarat Commerce College participated as volunteers.

As a part of the Amrut Mahotsav of Independence on 15th November '21, in which the volunteers got to learn about the laws and duties of the citizens of India from the officers of the police station.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://www.gccabd.co.in/student/agar/2021_22/7.1.9%20activities%20inculcate%20values.pdf |
| Any other relevant information | Nil |

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

the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

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

The institute organized Celebration of India's 73rd Republic Day on 26th January, 2022 following all Covid-19 guidelines. Indian tri-colour was hoisted at 9.30 a.m. at the hands of soon -to -retire Registrar Smt. Alkaben Thakkar and other employees of the colleges functioning on the campus. Students were appealed to remember and never forget the struggle for Independence.

The Birth anniversary of Swami Vivekananda is celebrated across India as National Youth Day, to honour one of the greatest philosophers and spiritual leaders.

Under the banner of Samudayik Seva Dhara and Gyan Dhara as well as EK Bharat Shreth Bharat Campaign we have organized Elocution Competition covering the thoughts of Swamiji. Around 10 students had participated and had delivered their thoughts on the swamijis effort to inspire the youth to ignite fire within themselves and contribute towards development od Nation.

Under EK BHARAT SHRETH BHARAT CAMPAIGN, Gujarat Commerce College organised online quiz competition on the life of Gandhiji. The quiz is open for students as well as faculty members all over India. Total 180 persons participated in this quiz from 28/01/2022 to 31/01/2022

Yuva Vikas Trust, Nr. Navjivan Press, Ahmedabad has organized an online Elocution Competition on Gandhi Nirvan Din i.e. 31/01/2022 and 2 students from our institution participated in it.

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

7.2 - Best Practices

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

Best Practice 1

1. Title of the Practice: National Social Service
2. Objectives of the Practice:
 - To identify the needs of the community and utilize their skills in finding solutions for communal betterment.
 - To develop Competence for group living and problem sharing by making them taking part in residential camp.
 - To sensitize them towards natural emergencies and social harmony.
 - For overall character building and holistic development of volunteers.

Best Practice 2

1. Title of the Practice: National Cadet Corps (N.C.C.)
2. Objectives of the Practice:

As being the largest youth organization in the world, National Cadet Corps (N.C.C.) works with the foundational motto of ' Nation First & Character Must'. This unit aspires at developing character, commandership discipline, spirito of adventure and ideals of selfless service amongst the cadets. Simultaneously, the unit aims at generating leadership quality, trained and motivated youth who will serve the Nation in all the walks of life. At the same time this unit provides needed environment and academic help

to all aspirants cadets who wants to join Indian Armed forces.

Note: Detailed Best Practice documents were attached herewith.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.gccabd.co.in/student/aqar/2021_22/7.2%20best%20practices.pdf |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

Saptdhara is an initiative of Government of Gujarat. Saptdhara' provides a cultural platform to students of higher education, where they feel the bliss of creativity. The colleges and universities across Gujarat will have to focus on various areas of education, art and knowledge for the manifold progress of the youth. Due to COVID-19 pandemic, this year also till September -2021 college was serving offline with 50% students as per guideline of government. Still our institute tried its best to create interest amongst students to participate in cultural activities so that their confidence boost up. The activities organized by college under the aegis of Saptdhara are Elocution Competition, Mehendi Competition, Extempore Competition, Poetry Writing Competition, saree wrapping, on the spot painting workshop and competition, poster making workshop and competition, collage workshop and competition, One Act Playworkshop , Skit workshop , Mimeworkshop, WORKSHOP ON LOGICAL REASONING & MATHEMATICS, "Check Your Eligibility & Prepare for Eligibility Testsetc.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Curriculum Planning and Implementation:

Keeping in view University's academic calendar, curriculum, guideline and objectives, the institute prepares and implements action plan as under:

- General Timetable is prepared in the beginning of the academic year and the staff is responsible for completing the syllabi within the stipulated time.
- The HODs ensures that the action plan is carried out through periodic meetings and continuous monitoring.
- Need based extra classes are also conducted whenever required.
- Remedial classes are conducted for slow learners.
- Efforts are made to hone different skills in students through student-centric practices like: online Assignments, Seminars, and Debates etc.

Curriculum Enrichment:

The Departments held discussions on syllabi and recommend suggestions to IQAC, which are further forwarded to member of Board of Studies of Gujarat University. At the end of the semester curriculum feedback from stake holders- students, faculty members and Parents are received, reviewed and forwarded with necessary suggestions to the IQAC.

Following faculties are members of BOS:

Sr. No.

Name of Faculty

Subject

University

1.

Dr. Sheela M Bhadani

Business Management

Gujarat University

2.

Dr. H R Gohil

English

Gujarat University

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://docs.google.com/forms/d/e/1FAIpQLSfVWhVf3GaxF5OeNv1P3C_gBUHOhGE4IxZ96JSjrdOZQpcJMg/closedform |

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

- As the institute is affiliated to Gujarat University, it follows course, curriculum and academic calendar designed by the academic council of Gujarat University, Ahmedabad.
- The University has designed CBCS, the new subjects and syllabi are introduced as core, elective, foundation and soft skills from the year 2011-12 onwards for UG and from 2014-15 for PG. some core course syllabus are changed as and when needed by university and college has implemented accordingly.
- Keeping in view, the needs of trade, commerce, business and industry, the University offers the Foundation Courses and Soft Skills Papers.
- Head of the departments are responsible for the distribution of syllabus among the faculties of their departments and to monitor the timely completion of the syllabus.
- Need based extra classes are arranged by the time table committee on demand by the faculties who need extra

lectures for completion and/or revision.

- Remedial classes are conducted for slow learners and star batch for students good in studies to enable them score ranks.
- Apart from these faculty members give subject assignments to students.

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

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

02

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

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

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

1

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

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

84

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

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

Cross cutting issues like Gender Sensitization, Environmental Awareness, Human Values and Professional Ethics in curriculum are integrated through different courses.

- In Foundation and Soft Skills papers the institute offers subjects - Environmental Studies, Personality**

Development, Presentation Skills, Sports and Practices, History of Ahmedabad, Tally Accounting, World Trade Organization and Rural Marketing.

- In Core Elective Paper of Commercial Communication, we teach Types of Communication, Barriers to Communication, Networks of Communication, Netiquettes, Business Ethics and Etiquettes, Leadership Qualities, Presentation Skills, Time Management, Negotiation Skills.
- The institutional co-curricular and extracurricular activities also compliment cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics through Samvadam- a weekly Lecture series, Collegiate Women's Development Cell (CWDC) and other programmes. Collegiate women's development cell conducts different programs on gender sensitization and woman related issues
- Blend of co-curricular and extracurricular activities become panegyric to holistic development of students like activities under NCC, NSS, sports, Saptdhara, Finishing School and Other Activities
- Students are made aware of and sensitized towards nationally and globally troubling issues- gender census, water scarcity, climate change through different Days Celebration, rallies, Elocution competition, Extempore, Essay writing, Green Campus Drive and other programmes.

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

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

0

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Institutional Data in Prescribed Format | View File |

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

02

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

| | |
|---|-----------------------|
| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni | B. Any 3 of the above |
|---|-----------------------|

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.gccabd.co.in/student/agar/2021_22/1.4.1%20Feedback%20Report%20AQAR%202021-22.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | No File Uploaded |

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

A. Feedback collected, analyzed and action taken and feedback available on website

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://www.gccabd.co.in/student/agar/2021_22/1.4.2%20Action%20Taken%20Report%20AQAR%202021-22.pdf |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1210

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

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

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

572

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

2.2 - Catering to Student Diversity

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

The advanced learners and slow learners are identified by the faculties based on classroom interactions, as well as on the students' academic performance scores. Advanced learners are given assignment topics commensurate with their abilities. They are also encouraged to participate in co-curricular and extra-curricular activities to ensure a well-rounded development. Many departments conduct events which provide a platform for the advanced learners to showcase their knowledge and utilize their skills. Advanced learners are also encouraged to handle these events/seminars and to attend/participate at inter collegiate workshops/exhibitions with the guidance of lecturers. Topic-wise information pertaining to curriculum/beyond the curriculum is discussed with peers. Reference books of a more advanced level are recommended to them. Remedial Coaching is provided to Slow Learners. Counseling Cell of the institute tries to diagnose the problem of students and suggests steps to overcome their weakness and enhance their strengths. Many reference books are recommended to them for study. Certain Carrier Oriented Courses are introduced to sharpen their skills. If required, teachers provide extra-coaching to the students. Slow learners are attached to the specific faculty who would provide them subject guidance with printed notes.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://gccabd.co.in/remedial-class/ |
| Upload any additional information | View File |

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

| | |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 3161 | 22 |

| | |
|----------------------------|---------------------------|
| File Description | Documents |
| Any additional information | View File |

2.3 - Teaching- Learning Process

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

Majority of the teachers prefer student-centric methods while planning academic as well as co-curricular activities. Various activities are undertaken for self-development and skill formation.

A number of activities like seminars, debate and elocution on current issues, group discussions,

Class-room quiz activities, role play, exhibitions, industrial visits, field trips and mock interviews are part of the teaching-learning dynamics which aim to develop stage confidence, skills of expression, creativity and innovative thinking among students.

During their academic schedule, PG students are given topic wise presentation in which they are encouraged to choose a suitable topic and work on it as well as motivated to write research papers by the students to present in UGC sponsored seminars/ conferences/ symposia.

Students are encouraged to utilize institutional resources- library, laboratory, and other sources for updating on curricular aspects and current trends in their subjects. They make healthy discussions in the class are encouraged more and more.

Each class has a specially allotted space for "SRUJANAM"- The College-Corner, where students display creative writings, poems, stories, creative art pieces- paintings, cartoons, newspaper cuttings, collected information and many such things.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://gccabd.co.in/facilities/ |

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

In era of technology, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning.

College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

The following tools are used by the Institute ICT Tools:

1. Projectors- projectors are available in different classrooms/lab/seminar halls.
2. Desktop and Laptops- 74 Computers and 3 laptops are available in campus. They are arranged in Lab/library and Faculty cabins all over the campus.
3. Printers and scanners- They are installed at office, Library, Labs, Faculty Cabins and all prominent places.
4. Photocopier machines - There are two Photostat machines available in office.
5. Seminar Room and auditorium- they equipped with all digital facilities with mike, projector, cameras and computer system.
6. Smart Board- One smart board is installed in the seminar hall.
7. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)
8. Digital Library resources (SOUL, Inflibnet etc)

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

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

2.3.3.1 - Number of mentors

21

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

2.4 - Teacher Profile and Quality

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

22

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

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

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

15

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

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

2.4.3.1 - Total experience of full-time teachers

148

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

2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students during induction programme. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Internal Tests, Assignments Submission and Power point Presentation. Students submit their assignments through login ID given to them. Internal tests are conducted regularly as per the schedule given by Gujarat University in academic calendar. During the academic year 2021-22, for semester 1 to 5 online exams were conducted due to COVID-19. Semester - 2 exams were conducted through offline mode. The

performance of the students is communicated to the students through the Notice portal of college website. Personal guidance is given to the poor performing students after their assessment. Students appearing for Second /third year are asked to deliver Power point Presentation of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://gccabd.co.in/online-exam/ |

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

The college has a well organized mechanism for Redressal of examination related grievances. The student can approach the Examination committee to redress the examination related grievance as per the requirement and jurisdiction of the grievance.

A.Grievances related to college conducted examinations:

At the college level, If any student feels that the marks given to him/her in any paper are not just, he or she can apply revaluation by remitting the fees to the college. The students should apply within a fifteen days after declaration of the result.

The college appoints subject expert other than the previous assessor. If there is change in score, it is corrected by internal examination committee of the college. College has to declare final revaluation result within fifteen days.

The students have the freedom to use the suggestion box to put in the note of dissatisfaction with the internal examination mechanism. The principal and in charge of faculty keeps an eye on the overall procedure by conducting the periodical meeting with the internal examination committee.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | No File Uploaded |
| Link for additional information | https://docs.google.com/forms/d/e/1FAIpQLSfFuxoLZMXjhX0N9T342YwNW1UxLby5Oce3-Jy-JQY6HcRY7Q/closedform |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institute constantly monitors the outcome of the teaching learning process through continuous evaluation during the institute and the university examinations.

The institutional teaching climate and culture continually attempts for overall shape up of students through co-curricular and extracurricular activities. The institute efforts to inculcate good values and sensitize students on various social issues to prepare responsible citizens in addition to professional competency.

- The students are introduced with clearly defined aims, goals, vision, mission, objectives of the college during the Orientation programme before the commencement of the academic year. Curriculum is uploaded on website of the institution. They are also displayed at strategic locations in the institutional building.
- The objectives of the Programme outcome are discussed in the staff meetings by the Head of the Institution and teaching strategies are planned accordingly. Each academic plan has specifically stated learning objectives communicated to students during classroom teaching and tutorial interaction. The Programme outcomes specific to every course and paper are defined separately in the syllabi, adhered and timely surveyed by the IQAC.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://gccabd.co.in/syllabus/ |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

The institution monitors the progress and performance of the students through the following mechanisms.

- Monitoring the progress and performance of the students during the online lectures with classroom interaction.
- Monitoring the performance of the students by classroom online test at the end of the semester and group discussion.
- Monitoring the students' performance by participation in different co-curricular activities such as NSS, NCC, SAPTDHARA etc.
- Monitoring the students' performance by participation in different co-curricular activities in NCC

Monitoring the student progress by identifying advance learner and slow learner from above mechanism

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

2.6.3 - Pass percentage of Students during the year

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

917

| File Description | Documents |
|--|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey

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

<https://gccabd.co.in/student/other/sss%20report%202021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

221000

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| e-copies of the grant award letters for sponsored research projects /endowments | View File |
| List of endowments / projects with details of grants(Data Template) | View File |

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

05

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

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

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

01

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | View File |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | https://www.serbonline.in/SERB/emr?HomePage=New |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution motivates the faculty members to write research projects and submit it to various supporting agencies like DRDO, DST, AICTE, DBT, SERB, UPCST, etc. The institution also helps to create research culture among faculty members and students. One of our faculty Dr. Jignesh Gondaliya is working on Science & Engineering Research Board (SERB), (A statutory body of the Department of Science & Technology, Government of India) funded project entitled "Efficient minimal balanced cross-over designs in higher-order carryover effects." in collaboration with Gujarat University. This institution is managed by GoG and government has taken an initiative of Innovation Club and SSIP for all government colleges. Innovation club is a concept to inspire and indulge non-technical students to work on their ideas and convert them into startups. Innovation club is based on STEM pedagogy. STEM pedagogy is

based on experiential learning. With help of innovation club students can generate their ideas and convert these ideas into real life products with tools provided by innovation club. KCG and CHE, GoG, organised 10 days professional certificate programme on "STEAM Based Training for the Skill Enhancement". This is Emerging Technologies Skill Oriented Training under TEERTH Scheme. The course theme is "Robotics Master Training & Certification Programme."

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.serbonline.in/SERB/emr?HomePage=New |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

02

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | https://www.gccabd.co.in/faculty |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

08

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

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

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

05

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

3.4 - Extension Activities

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

The institution organizes a number of extension activities to promote institute-neighborhood community to sensitize the

students towards community needs under edges like SRC, NSS, NCC, SSIP, Innovation Club, CWDC, Finishing School, Saptdhara etc. Under NCC, the students are motivated to join Indian army. Till now many students have joined defense. With the motto of "not me, but you" the students aware the society through rally for cancer prevention, precaution of COVID-19, organ donation, cleanliness drive, blood donation, laws for public places, addiction etc. Students also served in RDC, marine camp, NSS foundation day, special para Olympic, national youth day etc. under banner of NSS. Students distributed clothes and fruits to needy people. Students visited kocharab ashram, heritage walk and also celebrated martyr's day, tiranga yatra, rakshabandhan, independence day, republic day which created holistic approach among them. NSS organized a residential seven day camp in nearby adopted village named sadra and several activities were carried out by NSS volunteers addressing social issues which include cleanliness, save water drive, Shramdan, Social interaction, Eradication of superstition, Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, drawing competition, sports competition at school, self-defense training to students of school of sadra village etc.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://gccabd.co.in/gallery/ |
| Upload any additional information | View File |

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

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

00

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

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

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

44

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| Any additional information | View File |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1449

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | View File |
| Any additional information | View File |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

3

| File Description | Documents |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | View File |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has adequate facilities for teaching-learning, including classrooms, library, computer lab. and equipment. The institution has 22 ventilated classrooms with teaching tools and mass communication system to accommodate the entire division. The faculties adopt new innovative techniques such as LCD projector and laptops as teaching tools. Teacher uses the modern technology for interactive classroom teaching. The institution has two seminar halls and one auditorium with technical facilities. The college is covered under CCTV camera that helps to provide security to the students and maintain discipline among the students. The college campus is WI-FI bandwidth of landline connection is 100 mbps. Tally lab with 25

computers for the use of students. Digital English Language Lab with 23 computers for students. Well accommodated staffroom with separate chambers for each department. well accommodated ladies room beside the admin office. The college has large size rooms with ICT teaching tools to accommodate bifurcation of classes. Well equipped library with spacious reading room, which is open for students from 9 a.m. to 3 p.m. The library is enriching with books and reading material. WI-FI connection and computers are available in to the library. Well-furnished and equipped IQAC room, Well equipped and spacious N.C.C. and N.S.S. rooms in the institution. Auditorium is used for the purpose of seminar, workshops, training programmes, guest lectures etc. and language lab. A separate chamber for CWDC is set-up. A separate chamber for grievance redressed cell.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://photos.app.goo.gl/beyiJ4jPnR3kvqw_b9 |

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

The institution has adequate facilities of sports, games (indoor, outdoor, gymnasium, yoga room etc.) and cultural activities: Sports, indoor and outdoor games: The institution has cricket ground, foot-ball ground, tennis ground and hockey ground. The institution provides facility to the students for volley ball, kabaddi, lawn tennis etc. The students of the institution achieve ranks at National and International level. The institution has well equipped sports room for indoor games. The students enjoy Indoor games like table tennis, chess, carom, etc. The institution has gymnasium with modern gym equipment. The institution has two seminar halls and one vast auditorium with hi-tech facilities. They are using for the purpose of cultural programs, public speaking program and communication skill development program. The institution offers commerce but have deep sense of necessity of various kind of arts in life. Keeping in mind the sense the institution has well quality music equipment, sound system etc. The institution leads various kind of work-shops to the students such as painting workshop, collage workshop, poster making workshop, drama workshop etc. The college invites generous from the

guidance of students and provide facilities to students to bring out their best in the field of arts and cultural development..

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://photos.app.goo.gl/kxUBwo9jtZwsju6fA |

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

10

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://photos.app.goo.gl/beyiJ4jPnR3kvqw b9 |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

00

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

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS): The project of library automation was started in the year 2015-16 using latest 2.0 version of SOUL Software (Software for University Libraries). It is designed and developed by INFLIBNET Center, Gandhinagar. The software fulfills basic requirements of college library. It is designed to automate all housekeeping operations in the library. Following are main features of SOUL 2.0:

1. UNICODE based multilingual support for Indian and foreign languages; 2. Compliant to International Standards such as MARC21, AACR-2, MARCXML; 3. Compliant to NCIP 2.0 protocol for RFID and other related applications especially for electronic surveillance and self check-out & check-in; 4. Client-server based architecture, user-friendly interface that does not require extensive training; 5. Supports multi-platform for bibliographic database. 6. Supports cataloguing of electronic resources 7. Supports requirements of digital library and facilitate

link to full-text articles and other digital objects; 8. Support online copy cataloguing from MARC 21 supported bibliographic database; 9. Provides default templates for data entry of different type of documents. User can also customize their own data entry templates for different type of documents; 10. Provides freedom to users for generating reports of their choice and format along with template and query parameters; 11. Supports ground-level practical requirements of the libraries Provides facility to send reports through e-mail, allows users to save the reports in various format

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://library.gccabd.co.in/ |

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

A. Any 4 or more of the above

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

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

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

43816

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

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

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

8

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

4.3 - IT Infrastructure

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

The institution has different digital technological facilities. The institution has ICT based class rooms, smart class room, digitally equipped seminar hall, computer lab,etc. Even under project of RUSA, the new building of computer centre is under construction.

Most of the official work is being done with the help of ICT. The institution regularly maintains the IT facilities. Our institution is a government institution and during the pandemic of COVID - 19 during academic year 2020-21, the government decided to take fees through online portal of COGENT and hence our institution collected fees through COGENT portal.

Following are some basic facilities for updating:

Computer is formatted on regular basis. The institution has excellent technical assistant and he himself formats the computer as and when required. He even installs and upgrades required softwares. Anti-virus is regularly installed and updated in computer. All computers have anti-virus installed. NAMO Wi-Fi connectivity is available in the campus. Even college has its own BSNL internet connection with 100 MBPS speed. CCTV is installed in every classroom, admin office, staff room, etc. i.e. whole building is under surveillance of CCTV. Even student can search required reference book which is available or issued in our library from college website without physically present in college. The institution upgrades computers, printer, xerox copy machines as per requirement.

institution upgrades computers, printer, xerox copy machines as per requirement.

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

4.3.2 - Number of Computers

74

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

00

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

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

The institutional approach is to make all physical and academic facilities easily accessible to its stakeholders. The institution also keeps it updating. The entire institution building has Wi-Fi facility. We have a fees collection and employee salary software. All students related important notices, Academic Time Table, Assignments, Internal and University Exams related updates, Individual results and attendance, news related to institutional cultural academic activities are posted regularly on updated Institutional website and Institutional App along with the Notice boards. The institute also reaches to aumni through posts time and again on its Facebook and Twitter handle. The institute has adequate number of computers with internet connections. All the stakeholders have equal opportunity to use them as per the rules and the policies of the institution. The administration wing's

computers are connected through the LAN to make work easier and systematic as they are updated with the software. The admission process is online. Fees are collected online. The institutional library has LAN facility and computers have software SOUL 2.0 version. All departments and the faculty members are provided computers with internet in their chambers. All IT facilities are maintained properly by a technical assistant. The department of sports consists of an Indoor Games Room, a Yoga Centre and a huge Play Ground. For maintaining and utilizing physical, academic and support facilities, different committees are established, IQAC monitors and manages the activities of all these committees.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.gccabd.co.in/page/facilities |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

74

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

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

0

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

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

C. 2 of the above

| File Description | Documents |
|---|---------------------------|
| Link to Institutional website | Nil |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

679

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

679

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

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

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases | No File Uploaded |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

17

| File Description | Documents |
|--|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | No File Uploaded |
| Details of student placement during the year (Data Template) | View File |

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

81

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

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

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

3

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

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

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

7

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

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

Students' overall development is the responsibility of the institute. The institution's activities are all focused exclusively on the needs of the students. Each year, the Student Representative Council is established solely on the basis of academic achievement, ensuring the best implementation and execution. Under the auspices of Gujarat Commerce College, the SRC, NSS, and NCC play crucial roles in organizing, planning, and conducting workshops, seminars, Parents Teachers Meets (PTM), and other events. Newly admitted students are orientated by SRC through an orientation programme that gives aspiring performers a chance to showcase their talents. Due to the active involvement of its students in the freedom movement, this institution has a prominent place in the history of the Indian Freedom Struggle. On August 10th each year, students congregate close to the monument honoring Veer Vinod Kinariwala, a martyred student at the school who gave his life on the campus during the "Quit India Movement." A bullet fired from the gun of an English officer who refused to lower the Indian flag struck him dead. The committee members and other students oversee the various celebration programmes.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1814

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

5.4 - Alumni Engagement

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

The institution has a registered Alumni Association established in the academic year 2015-16. Functional Alumni Association from 2011 works for the welfare of the institution. The HEI has always appreciated positive suggestions from the alumni and have implemented them for the betterment of the institute. The objective of this alumni association is to get-together intermittently and provides a platform to present students to interact with the successful alumni in a cordial and friendly atmosphere. Those can help to develop strong network resulting in career openings for the current students. It also provides the platform to the students to create a rapport with the alumni on social networking like Facebook, Twitter, Linked-In sites.

The following activities are undertaken by Alumni.

- An Alumni Meet is organised by the institute to remain actively connected with the alumni members.
- Members support and help in managing the college activities like youth festival, fashion show, theatre activity, literary activities, college cultural festival etc.
- Alumni members who are achievers in the respective fields are also invited to Judge various events of the college.
- Alumni members are also invited to participate in different college events and celebrations.

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

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

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

As an academic institute working with the holistic approach for better life, environment and society, Gujarat Commerce College works with a mission to mold students with excellent and value based business education, it also enables holistic development of personality that is accessible to all the sections of the society.

As being the unique academic institution the governance of the college is having student centric approach, which helps students to realize their ambitions and achieve success in the path of their pursuit. By providing innovative and flexible learning opportunities to the students, the institute prepares students for further academic excellence. Along with having

highly qualified and experienced faculties, the institute also emphasizes upon one on one personal interaction with students. The institute has signed various MOUs with prestigious institutions of India. Such experiences provide students contextually relevant for being successful in the corporate world. The institute always emphasize upon the unique holistic attitude to inculcate ethical, moral and social values in diverse cultures. For the better tomorrow, the institution emphasizes upon the fundamental awareness, regarding environment and its protection. With the help of NCC, NSS and other co-curricular departments, the institution is always committed to inculcate civic sense, responsibility, social commitment and moral accountability in the hearts of college students.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.gccabd.co.in/aboutus |
| Upload any additional information | View File |

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

Gujarat Commerce College practices the decentralization as well as involvement of everyone in the matter of management whether it is the matter of curriculum planning or implementations. The institute is affiliated with Gujarat University. In this regards, the college follows CBCS, new subjects, Syllabi, core, elective, foundation and soft skill papers introduced by the University. To complete the syllabi within the stipulated time, each member of the staff is asked to give their inputs for the proper preparation of the general time table at the beginning of the academic year. Subsequently, each faculty member with discussion carries out their teaching task. Under the watch of the Principal, each faculty is given the freedom to implement innovative teaching methods along with the use of various tools of ICT. Such expansion of classroom teaching opens up new horizons for students to participate in the teaching-learning process. Similarly, HODs of each administrative as well as teaching department recommend suggestions in the very beginning of the year to IQAC, the IQAC further forwards the suggestions of the administrative to the Education Department, Government of Gujarat; and if academic to the Board of Studies, Gujarat University. All such decentralized and participative elements

of management bestow the institute with effective leadership.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.gccabd.co.in/student/aqar/2021_22/6.1.2.pdf |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

IQAC department, as being the Central department to prepare strategic plans of the institute prepares maps for implementation of activities of college. In case of curriculum development, the institute has implemented the Choice Based Credit System (CBCS). As far as the teaching and learning is concerned, the institute always looks forward for engaging, goal oriented and updating the faculties with latest pedagogy and teaching methodologies. With the help of time and team management, the institute tries to facilitate holistic learning process. The IQAC of the institute in collaboration with examination department focuses upon proper and precise evaluation of students' knowledge and understanding to achieve desired goals of learning. Many faculties are working on Research papers, attends seminars, workshops, conferences, OP, RC and STC. Similarly, the library of the college is being regularly updated with gadgets, books, journals, magazines, e-memberships, etc. To maximize the potential of individuals in their respective fields, the institute tries to manage human resource with appealing, evolving and inspiring methods. All the recruitments are done by the Education department of Government of Gujarat. The admission process is being conducted by the Gujarat University. All the admissions are purely done on merit basis and reservation policy of State Government.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://www.gccabd.co.in/student/aqar/2021_22/6.2.1.pdf |
| Upload any additional information | View File |

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

The chief focus of GCC is to be a center of excellence in study regarding commerce. The leadership of GCC functions through participative management all the way through structured Organizational system with the involvement of all the Stakeholders. The key components of organizational structure of the college are Education Department, Commissionerate of Higher Education, Government of Gujarat, Principal GCC, Head of Departments, Teaching and nonteaching staff and supporting cells/departments. The institute reviews the institutional strategic plan which in turn sets the academic aims and objectives of the institution. The organizational structure lends itself to sustaining institutional capacity and educational effectiveness through involvement of all members. The decision-making procedures are made at appropriate levels in the organizational hierarchy. As per the University/Government guidelines, IQAC cell, Anti-ragging cell, ect. are performing their responsibilities. There are various committees with specific functions that provide academic and administrative leadership to the institution. A committee comprising of administrative staff and faculty members together is involved in the planning and implementation, academic audit and flexibility contributes participative decision-making process to the institute. GCC strictly adheres to the service rules prescribed by the State Government and UGC. Grievance redressal committee includes Principal, HODs, teachers and student representatives, who executes in the dimension to redress grievances.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | https://www.gccabd.co.in/student/aqar/2021_22/6.2.2.pdf |
| Upload any additional information | View File |

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The GCC follows effective welfare measures for teaching and non – teaching staff. Gujarat Commerce College, as a Government College, follows the measures for welfare as per the State Government rules that invigorate the staff members to perform with their effective and efficient working skills. The Significant Welfare Schemes that are being implemented in the GCC are as follows:-

- 1) Medical Allowance
- 2) Child Education Allowance
- 3) Maternity benefits as per the terms
- 4) Child care

5) Leave Travel Concession

6) Encouragement for part-time PhD program.

7) Welfare Fund

8) Provident Fund

9) Opportunities for national and international exposures.

The following facilities are also provided to employees for efficient functioning for the college:-

1) Medical Expenses

2) WIFI facility

3) Encouraging work space

4) Computing Facility

5) Identity cards

6) Sports facility

All the members of staff (academic as well as administrative) are being encouraged for their Career Advancement with the help of government schemes. Low rental Government Quarters are available .

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.gccabd.co.in/student/agar/2021_22/6.3.1.pdf |
| Upload any additional information | View File |

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

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

00

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

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

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

00

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

05

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

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

Gujarat Commerce College follows two types of Performance Appraisal Systems. The first is known as CAS (only for teaching faculties) and second one is known as "Annual Secret - Report". Every teaching member fills up the prescribed format of CAS for Self-Appraisal as per UGC and government of Gujarat norms. The system is helpful for improving performance in the fields of teaching and learning. The appraisal report is based upon the annual performance of employee on basis of their academic, research and other extra-curricular activities. CAS includes all the above mentioned points and sub-points. The format consists of four major parts; such as, Academic Performance, General Instruction, other related information and the comments on the self- assessment made by Department of Higher Education, Government of Gujarat. The sub categories such as teaching-learning evaluation, Co-curricular, extracurricular and professional development related activities, Research and Academic Contribution and Summary of the API, are yard sticks for the evaluations. The second type of evaluation is known as Secret-Report of the employee. Being a government college, all faculty members selected through public commission has to fill this CR. It is to be filled up by both teaching and non-teaching employees. The first part is to be filled up by the employee, whereas the second part, by the Principal. Subsequently, it is to be send to the Department of Higher Education, Government of Gujarat.

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

6.4 - Financial Management and Resource Mobilization

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

At regular duration of the time Gujarat Commerce College executes internal as well as external financial audits. The institute is having full-time Account Department since 1993, in order to maintain accounts and audits. The agencies that conduct regular audit are:-

1. External Audit:-

External audit is conducted by the following

A.1) CAG through Auditor General (AG) Rajkot.

A.2) Chartered Accountant of the Institute.

B) Internal Audit:-Internal audit is conducted by an Internal Auditor.

AG, Rajkot conducts statutory audit covering all financial and accounting activities of college such as,

1) All receipts from fee collection, donations, grants, contributions, interests earned and returns on investments.

2) All kinds of payments to staff, vendors, contractors, students

and other service providers.

All findings of the AG are communicated through their report. Their findings are examined by an exclusive committee of the

College, consisting of Registrar, Internal Auditor, concerned head of department and a nominated member. It is to be pointed out that no serious objection is outstanding. Chartered Accountant of Institute conducts regular account audits and certifies Annual Financial Statements. All Utilization Certificates of various grants giving agencies are also counter signed by CA.

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

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

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

00

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

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

A) Grant for Salary:- The salary grant of the college is being allocated by the State Government. The institute prepares and sends an annual budget of the estimated salary grant required to the State Government. It includes salaries of the full time permanent teachers and nonteaching staff as well as part-time teachers working on granted posts.

B) Grant from UGC:- The institute is under 2F and 12B as per UGC Act and having permanent affiliation with the University.

Therefore, UGC allots grants for development and maintenance of Infrastructure, to upgrade research and teaching-learning resources.

C) Fees:- As being the Government College, the institute charges as per the University and Government norms.

Resource Mobilization policy and procedures:-

A) The institute has UGC committee as per the XII plan of UGC.

B) To monitor the mobilization of funds and to confirm its proper utilization, the UGC Committee keeps itself in close coordination of

the IQAC.

C) Proper procedure of purchase in accordance with rules, the institute has the Purchase Committee.

D) The institute gets done the internal audits from the CA and external audits from the Government.

E) To ensure the optimum and appropriate utilization of resources in minutely observed and given directions by the Principal.

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

6.5 - Internal Quality Assurance System

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

With the help of innovative, comprehensive and flexible education policy GCC attempts to chisel out the person through a persistent focus on imparting quality education. Its Internal Quality Assurance Cell (IQAC) conducts the activity which encompasses all aspects of institute's functioning. Since its introduction IQAC of GCC has been performing the following tasks on a regular basis.

A) enhancement in quality of teaching and research by regular inputs.

B) Sharing inputs for best practices in administration for efficient resource utilization and better services.

C) Furnishing imports for academic and administrative audits and analysis of result for improvement.

Students as well as staff members can share their feedback on teaching and administration through suggestion box and email to the coordinator IQAC. In the matter of implementation of quality assurance strategies and process at all the levels the IQAC has bestowed immensely. The committee of college meets at regular period of time. The IQAC of college prepares, evaluates and recommends the

following,

- 1) Annual quality assurance report (AQAR)
- 2) Performance Based Appraisal System (CAS),
- 3) Stakeholders feedback
- 4) action taken reports
- 5) AISHE
- 6) NIRF

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

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

The IQAC of the college gives utmost emphasize upon the improvement in teaching learning process. It prepares academic

calendar, circulars and assures that it should be strictly followed. All the admission and extra related details are declared and notified in academic calendar. With the help of the well planned orientation program the newly admitted students made aware about unique philosophy of the institute for better teaching and learning. They are given necessary guidance for compulsory, core and elective subjects and their words in the progress of life. With the help of virtual as well as physical notice board all students are apprised of the timetable, program structure, syllabi of course well in advance. Proctor and HODs look after attendance and conduct of the classes. They are also remains in cooperation with discipline committee. Feedback form of students are also collected and subsequently analyzed and shared with concerned authorities and individual faculty members for necessary actions. Subsequently, IQAC reviews and recommends improvements. The significant initiatives introduced are,

A) Automation and online facilities for admission of students,

B) Automation of exam process.

C) Online classes and information desk board,

D) Green initiative on campus

E) Block coding through innovation club

F) MOUs

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

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

C. Any 2 of the above

NBA)

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The aim and objective of the Collegiate Women Development Cell (CWDC) is to prevent sexual harassment at workplace and to promote general wellbeing of female students, teaching and non-teaching women staff in college. The cell is also responsible to undertake the awareness programmes on gender sensitization, women rights and women empowerment in college. The program organised for creating awareness amongst girls' students were seminar on Life skills, Seminar on Positive attitude, lecture on legal rights for women, Seminar on Investment guidance etc.

Under the aegis of CWDC, our college has taken an initiative to introduce adolescent girls for understanding of how to use pad vending machine as well as how to dispose that pad. Students are encouraged to use high quality sanitary napkins instead of cloth pads. College also ensures safe disposal of Sanitary Napkins in an environmentally friendly manner. The committee members explained them first of all why hygiene is important. Then demonstrated use of vending machine.

various seminars were organised like "View of Life Affects the Way of Life - My Perspective - My Life". Well-known by Mr. Deepakbhai Teraiya, "Positive Attitude in Life" by Smt. Umaben Teraiya, a seminar was organized by SEBI named 'Financial Education Workshop'

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | https://www.gccabd.co.in/student/aqar/2021_22/7.1.1%20CWDC%20Programme%20Report%202021-22.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://www.gccabd.co.in/student/aqar/2021_22/7.1.1%20CWDC%20Programme%20Report%202021-22.pdf |

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

C. Any 2 of the above

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

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

Educational institutes represent the main components of sustainability promotion in our society. Waste management is one of the challenges that an institute has to face in accomplishing sustainability goals. The institute constantly strives to substantiate its contribution in clean India campaign and implement healthy practices.

Different colored dustbins are placed at different places with markings and instructions in the premises and on the campus.

We are continuously appealing our students to throw solid waste as per its recyclability. Staff members continuously inspire students to follow this practice.

This institute gets regularly facilitated by the Ahmedabad

Municipal Corporation (AMC) in waste collection, waste management and composts it.

This institute accommodates commerce faculty students therefore Liquid Waste Management becomes a midget.

Our sewages are connected with the city sewages, where all dirty water is purified in corporation water works sights.

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | View File |

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |

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

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

D. Any 1 of the above

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

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

D. Any 1 of the above

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

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

Rakshabandhan was celebrated by the unit as part of which the security person at the Ellisbridge Police Station were tied up in ashes and the principal of the college and the professor and other staff were also tied up in ashes.

Zaverchand Meghani's 125th birth anniversary celebration was held in the sanet hall Gujarat university in which college students were sent.

The organ donation oath program for organ donation awareness was organized by Hon'ble Vandana Trivediji of the Department of Culture, Gujarat Commerce College.

Mrs. Vandana Trivediji gave information about Organ Donation Awareness to all the volunteers in the Organ Donation Oath Program on 17/9/2021 with the aim of spreading awareness about Organ Donation in the society and to make the students aware about organ donation. In the end, swearing made the program a success Hon'ble Prime Minister NarendrabhaiModiji's 'Mann Ki Baat' program was made successful on 17/9/21 by Mrs.Vandanaji and a total of 20 Sanskrit volunteers.

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

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

Every year Independence Day and Republic Day were celebrated by the institute. This year Tiranga Yatra was organized many colleges have organized rallies from Ravi Shankar Bhavan to Gujarat College.

Veer Vinod Kinariwala was an Indian activist as well as an intermediate student at Gujarat College in Ahmedabad and was shot dead by British Assistant Superintendent Police for trying to hoist the Indian flag while protesting in front of the college as a part of Quit India Movement. So in the honour of his bravery as well as sacrifice, the N.S.S unit of Gujarat Commerce College organised an orientation programme at Gandhi Hall.

In Republic Day Parade organized by the Ministry of Youth Affairs and Sports Karan Dabhi of NSS Unit and Kuldeep Bohra of NCC unit of Gujarat Commerce College also got selected.

A Special Olympics Bharat Programme was organised at Gandhinagar on 31st October, 2021, in which the students of NSS Unit of Gujarat Commerce College participated as volunteers.

As a part of the Amrut Mahotsav of Independence on 15th November '21, in which the volunteers got to learn about the laws and duties of the citizens of India from the officers of the police station.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://www.gccabd.co.in/student/agar/2021_22/7.1.9%20activities%20inculcate%20values.pdf |
| Any other relevant information | Nil |

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

4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

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

The institute organized Celebration of India's 73rd Republic Day on 26th January, 2022 following all Covid-19 guidelines. Indian tri-colour was hoisted at 9.30 a.m. at the hands of soon-to-retire Registrar Smt. Alkaben Thakkar and other employees of the colleges functioning on the campus. Students were appealed to remember and never forget the struggle for Independence.

The Birth anniversary of Swami Vivekananda is celebrated across India as National Youth Day, to honour one of the greatest philosophers and spiritual leaders.

Under the banner of Samudayik Seva Dhara and Gyan Dhara as well as EK Bharat Shreth Bharat Campaign we have organized Elocution Competition covering the thoughts of Swamiji. Around 10 students had participated and had delivered their thoughts on the swamijis effort to inspire the youth to ignite fire within themselves and contribute towards development of Nation.

Under EK BHARAT SHRETH BHARAT CAMPAIGN, Gujarat Commerce College organised online quiz competition on the life of Gandhiji. The quiz is open for students as well as faculty members all over India. Total 180 persons participated in this quiz from 28/01/2022 to 31/01/2022

Yuva Vikas Trust, Nr. Navjivan Press, Ahmedabad has organized an online Elocution Competition on Gandhi Nirvan Din i.e. 31/01/2022 and 2 students from our institution participated in it.

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

7.2 - Best Practices

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

Best Practice 1

1. Title of the Practice: National Social Service
2. Objectives of the Practice:

- To identify the needs of the community and utilize their skills in finding solutions for communal betterment.
- To develop Competence for group living and problem sharing by making them taking part in residential camp.

- To sensitize them towards natural emergencies and social harmony.
- For overall character building and holistic development of volunteers.

Best Practice 2

1. Title of the Practice: National Cadet Corps (N.C.C.)
2. Objectives of the Practice:

As being the largest youth organization in the world, National Cadet Corps (N.C.C.) works with the foundational motto of 'Nation First & Character Must'. This unit aspires at developing character, commandership discipline, spirito of adventure and ideals of selfless service amongst the cadets. Simultaneously, the unit aims at generating leadership quality, trained and motivated youth who will serve the Nation in all the walks of life. At the same time this unit provides needed environment and academic help to all aspirants cadets who wants to join Indian Armed forces.

Note: Detailed Best Practice documents were attached herewith.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.gccabd.co.in/student/aqar/2021_22/7.2%20best%20practices.pdf |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

Saptdhara is an initiative of Government of Gujarat. Saptdhara' provides a cultural platform to students of higher education, where they feel the bliss of creativity. The colleges and universities across Gujarat will have to focus on various areas of education, art and knowledge for the manifold progress of the youth. Due to COVID-19 pandemic, this year also till September -2021 college was serving offline with 50% students as per guideline of government. Still our institute tried its best to create interest amongst students to participate in cultural activities so that their confidence boost up. The

activities organized by college under the ages of Saptdhara are Elocution Competition, Mehendi Competition, Extempore Competition, Poetry Writing Competition, saree wrapping, on the spot painting workshop and competition, poster making workshop and competition, collage workshop and competition, One Act Playworkshop , Skit workshop , Mimeworkshop, WORKSHOP ON LOGICAL REASONING & MATHEMATICS, "Check Your Eligibility & Prepare for Eligibility Testsetc.

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

7.3.2 - Plan of action for the next academic year

Gujarat Commerce College in its pursuit of Academic excellence along with strong Human Values and holistic approach for betterlife, Environment and Society; has always enthusiastically responded to Policy reforms at every level as well as sought to meet the standards of quality higher education.

Plan of action for the next academic year:

The Institute strives to enter into more MOUs in order to benefit students' holistic development.

To process for Green Audit

To speed up Computer Lab construction

To encourage faculty members to get engaged into Research Activities

To encourage students towards Sports apart from Education.

To increase programmes and activities of Skill Development, Innovation and Incubation

To lay greater emphasis on experiential, holistic, integrated, inquiry-driven, discovery-oriented, learner centered, discussion based, and flexible instruction leading to Outcome-based Higher Education.

To encourage faculty members to develop MOOCs and e content development

To motivate students to join courses available on SWAYAM, E-PG pathshala and NPTEL.