YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	V. S. Patel College of Arts and Science Bilimora
• Name of the Head of the institution	Dr. Arvind R. Bajaj
• Designation	In-charge Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02634283820
• Mobile no	9376725460
• Registered e-mail	vspc1961@gmail.com
• Alternate e-mail	arnd.bjj64@gmail.com
• Address	college campus,Morarji desai marg.
• City/Town	Bilimora
• State/UT	Gujarat
• Pin Code	396325
2.Institutional status	
• Affiliated /Constituent	VEER NARMAD SOUTH GUJARAT UNIVERSITY SURAT
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Veer Narmad South Gujarat University Surat**
• Name of the IQAC Coordinator	**Dr. Bhavna Bhavesh Naik**
• Phone No.	**02634283820**
• Alternate phone No.	**02634283820**
• Mobile	**9825870200**
• IQAC e-mail address	**arnd.bjj64@gmail.com**
• Alternate Email address	**vspc1961@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://vspatel.org/images/iqac/dv66lmpfglnm8dk.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.vspatel.org/images/iqac/9yeo3hgkpokipoz.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.58**	**2008**	**28/03/2008**	**27/03/2013**
Cycle 2	**B**	**2.68**	**2016**	**11/07/2016**	**10/07/2021**

6.Date of Establishment of IQAC	**28/06/2008**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	RUSA Grant	KCG Gujarat	2023-24	1470511
Institutional	Dr Babasaheb Ambedker Grant	Govt. of Gujarat	2023-24	594000
Institutional	Research Project Grant	UGC	2023-24	792150
Institutional	Finishing School Grant	KCG Gujarat	2023-24	386530
Institutional	Placement Grant	KCG Gujarat	2023-24	50000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	7	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• 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	
• If yes, mention the amount		

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

Planning and implementation of NEP – 2020 to all departments, collection of teaching dairies for teacher planner and co-curriculum

activities to be carry in different different departments.
Submission of AQAR for the A.Y. 2020-21, 2021-22 & 2022-23.
CAS implementation for the eligible staff members – Usha patel, Lopa patel, Sejal Desai, Ajay Majethiya, Krunal Bhavsar and Medha Joshi.
GSIRF participation, data collection and submission for A.Y. 2022-23.
The application of candidates for principal post in the college, scrutinize and send to the state government for further action.

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
To apply for GSIRF and NIRF.	GSIRF ranking participation for third consecutive year. NIRF participation completed &results y
Participation of faculties & students for Major & MINOR Research Project and Publication	Motivate the faculties and students for Major & MINOR Research Project and Also Prepare research Papers and also published in UGC care listed Journals.Three minor research projects granted to faculty members.
Implementation of NEP 2020	Active participation in meetings and deliberations at university level and academic bodies like BOS ,Faculty ensured and due contribution to preape SOP at university level.
Strengthen infrastructure facilities for students by utilizing grants.	RUSA 2.0 grant of RS 2 crore sanctioned and utilized for office furniture, classroom audiovisual facilities, books, etc... and augmentation in existing facilities.

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

- Name of the statutory body

Name	Date of meeting(s)
Bilimora Vibhag	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	21/02/2024

15.Multidisciplinary / interdisciplinary

MDC courses introduced at FY level in all courses as per university guidelines and SOP of Govt. of Gujarat.

16.Academic bank of credits (ABC):

Academic bank of credits (ABC) has been made mandatory for all students of the college as per guidelines of UGC and prepared accordingly.

17.Skill development:

Skill development courses introduced at FY level in all courses as per university guidelines and SOP of Govt. of Gujarat

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

IKS papers introduced at FY level.

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

Focus on Outcome based education (OBE):Focus on Outcome based education (OBE) is ensured as per university regulations by adopting NEP-2020

20.Distance education/online education:

Extended Profile

1.Programme

1.1	424

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

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**2542**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**2308**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**790**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**76**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**0**

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	40
4.2 Total expenditure excluding salary during the year (INR in lakhs)	70.80
4.3 Total number of computers on campus for academic purposes	171

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

New curriculum as per NEP-2020 implemented at first year level of all courses as per national credit framework and shall be adopted subsequently.

The curriculum prepared through deliberations of Board of Studies of concerned subjects are approved by academic council of the affiliating universityfrom time to time. The curriculum so prepared as per existing guidelines of UGC is intimated to constituent colleges by the university. Copy of whichin turn is given to respective departments of the college by the college office to be implemented by the teachers.

The office of our college keeps documented records in separate subject wise files. The head of departments being de-fecto members of BOS actively participate in planning and designing of syllabi in their respective subjects at university level as well as implementation of curriculum at collegelevel. Teachers takes feedback about the content from students during classroom teaching and pass it on to head of the department for representation atuniversity.

The teachers prepare academic planner (Diary) in the digital format

containing daily .weekly and motherly plans of topics to be covered in thesemester. The planner so prepared is countersigned by the head of the departments of each subject and by the principal by end to each semester toensure curriculum delivery in time.

New curriculum as per NEP-2020 implemented at first year level of all courses as per national credit framework and shall be adopted subsequently.

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

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

The academic calender prepared by the university includes schedules for admission process ,teaching-learning ,internal evaluation and university examinations.The academic calnder is followed by the insitution. During the year 2023-24the teacing and examination processesfollowed as per govrenment guidlines in accordance withNEP -2020 at first year level. . During second term evaluation process, offline mode was conducted by the college as per guidelines of university and government.The timely submission of internal evaluation to university was ensured by examination department of the college.

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	**A. All of the above**

Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

13

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

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

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

0

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

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

0

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

1.3 - Curriculum Enrichment

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

The syllabus is decided by the affiliating university which include relavant issues such as "Enviroment Studies" during first semester of Arts & Science as a compulsory two credit course. Population education, Reneable energy sources, in second year. Such cross cutting issues are taught as part of curriculum.As per NEP-2020 additional 2-credit paper on Indian Knowledge System introduced at first year level and shall be subsequently at all levels.

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

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

04

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

143

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.vspatel.org/images/iqac/0ur1kyc7mu5zgwb.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
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://vspatel.org/images/iqac/0ur1kyc7mu5zgwb.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

2542

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

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

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

733

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

2.2 - Catering to Student Diversity

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

The institution adopting the learning levels of the students and organizes special Programmes for slow learners. We do arrange extra

classes for slow learners under UGC and institutional schemes in the year 2023-2024 the regular classes were conducted offline so doubts of slow learners were dealt offline.

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

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

Number of Students	Number of Teachers
2542	76

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

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

After regular classroom lectures conducted in blended mode that is offline or online as per prevailing guidelines of university and government, laboratorypractical's for science students conducted offline in smaller batches by practical chart guidelines.viva voice, journal work Online quiz and OMR tests conducted for interactive participative learnings. Problem solving done by the respective teachers on WhatsApp groups of the students. Videos of practical and theory classes display in groups

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

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

maximum of 200 words

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

Classrooms for lectures are equipped with ICT tools like projectors, interactive panels, laptop ppt pen drive and wi-fi facility in campus. Most of the classes during 2023-24 were conducted offline, inbuilt facility of using multimedia and storage capacity. Students provided pdf,ppt, soft copy inclasses. Regular attendance monitored regularly. Offline practice tests conducted by the faculty.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

76

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

2

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

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

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

01

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

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

2.4.3.1 - Total experience of full-time teachers

9973

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.

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

Continuous evaluation of students is mandatory and implemented in the college in true spirit as per rules and regulations framed by the affiliating university from time to time. CCE system as per NEP-2020 adopted at first year level. Assignment work in each paper is given to the students where students are instructed to use library recourses to solve the assignments to be submitted to respective teachers. The assignments are collected in written form in separate notebook by teachers and evaluated in time. Unit tests are also conducted once in semester as per university pattern under the vigilance of examination department of the college. Examination department headed by senior faculty member monitors entire process of evaluations.. The examination department of the college makes necessary arrangements to conduct the internal evaluation in transparent and fare manner like preparing time schedules for theory and practical tests and circulating rules and regulations to students and teachers from time to time.At the end of each semester the mark sheets prepared by the teachers are submitted to the examination department. The examination department prepares consolidated results as per the format of university. The results are displayed on the notice boards and website for the students to resolve issues raised by students like rechecking or re-evaluation before submitting the results to the university.

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

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

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

Examination department headed by senior faculty member monitors entire process of evaluations. The continuous internal evaluation is given 30% weightage in terms of marks to be added to external evaluation conducted by the university. The examination department of the college makes necessary arrangements to conduct the internal evaluation in free and fair manner like preparing time schedules for theory and practical tests and circulating rules and regulations to students and teachers from time to time.At the end of each semester the mark sheets prepared by the teachers are submitted to the examination department. The examination department prepares consolidated results as per the format of university. The results

are displayed on the notice boards whats app group and website for the students to resolve issues raised by students like rechecking or re-evaluation before submitting the results to the university.

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

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.

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

The programme outcomes and course outcomes are stated displayed on college website. Students are informed about the expected programme outcomes are intimated to students during orientation programme in beginning of each semester as well as by respective teachers during classes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

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

The results of the students are analysed at the end of each semester. The attainment of objective is discussed in IQAC meetings, staff meeting and due planning is done to improve results and objectives of respective courses.

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

2.6.3 - Pass percentage of Students during the year

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

607

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

2.7 - Student Satisfaction Survey

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

https://vspatel.org/images/iqac/0ur1kyc7mu5zgwb.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)

792150

File Description	Documents
Any additional information	No File Uploaded
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

6

File Description	Documents
Any additional information	No File Uploaded
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

04

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

3.2 - Innovation Ecosystem

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

Established the research lab for the researchstudents and provide internet and Journal access facility to students. Basic chemicals

and glassware to the students for their synthesis process.

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

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

0

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

3.3 - 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	Nil
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	No File Uploaded

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

02

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

3.3.3 - 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

0

File Description	Documents
Any additional information	No File Uploaded
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

Extension activities in our college are actively carried out in the neighbourhood community with the aim of sensitizing students to pressing social issues and contributing to their holistic development. These initiatives provide students with opportunities to engage in real-world challenges, fostering a sense of responsibility and empathy.

During the year, various programs were organized to address critical issues such as environmental conservation, health awareness, education, and social equity. Students participated in cleanliness drives, tree plantation campaigns, and waste management workshops, promoting sustainable living practices. Health camps were conducted in collaboration with local health authorities, focusing on preventive care and spreading awareness about nutrition, hygiene, and common diseases.

Additionally, literacy programs and skill development workshops were

organized for underprivileged children and adults, empowering them with knowledge and self-reliance. Students also engaged in awareness campaigns on gender equality, mental health, and inclusivity, encouraging open dialogues within the community.

These activities not only created a positive impact on the community but also enriched the students' learning experiences by inculcating values of teamwork, leadership, and compassion. The feedback from the community highlighted the effectiveness of these efforts, reinforcing the importance of such programs in shaping socially conscious and responsible individuals.

File Description	Documents
Paste link for additional information	Nil
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

01

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

20

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

1249

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

3

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has adequate infrastructure and physical facilities for teaching- learning .The lush green campus covered with shady trees have sufficient number of ventilated spacious classrooms for lectures. where majority of classes equipped with interactive pannels and projectors for effective learning.

All science departments have seperate laboratories well equipped with instruments and logistics required for practicals as per university syllabus.

Other additional facilies are spacious library with reading room, sports facilities indoor and outdoor, seminar hall,digital language lab, seperate staff rooms for male and female staff, boys room, ladiesroom, canteen, NCC, NSS offices, IQAC room and store rooms.

Sufficient number of computers in all departments and campus wifi facilities. Further details of infrastructure facilities are uploaded in attached file.

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

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

The students of the institute actively participate in cultural and sports activities and competition at university,state and national level..Huge sports ground is available for outdoor games like cricket, hockey, football, kabaddi, vollybol, athlatics, archery, power lifting and weight lifting. Well maintained ground has inbuilt watreing facilities and cricket pitches for university level tournaments. Indoor game facilities like table tennis, pistol shooting, Rifal shooting body building, weight lifting are available inside gym-khana building.

For cultural activities seperate practice rooms are provided to girls and boys. The institution has sufficient musical instruments like harmonium, tabla and musical system for preparation of culutral competitions. Special cultural commiitee comprising of three staff member is in place to monitor active participation of students in university youth festivals and state level or national level competions.

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

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

40

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

70.80

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)

A well organized spacious library with reading rooms for faculty and students is avilable since the college started in 1961. A large number of text books, reference books, journals of diffrent subjects, encyclopedia are availed by large number of students and staff. A qualified librarian with Ph.D. degree in library science monitors day to day activities in library, Library managment system for issuance and collection of books is in place with upgraded software (SOUL-3.0). Poor boys library section donates books to needy students in certain number. Library is well furnished and equipped with reprographic facilities like laser printer and seperate zerox machine for the benefit of students. Aseprate library commiittee comprising of senior staff members beside librarian prepare annual budgets for augmentation of new books and software. Online software N-list and inflibnet subscription is available.

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

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

B. Any 3 of the above

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

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

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

42.08

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

65

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

4.3 - IT Infrastructure

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

The institute updates IT infrastructure facilities from time to time.

From the year 2022-23 the college adopted

- **Online fees collection from the students through UPI or other digital platforms.**
- **College mobile APP (Easy Admin) launched to facilitate students for passing information and online admissions, student can register and use this portal for day to day administratitive activities.**
- **Due care is taken to maintain computers by updating and providing antivirus softwares.**
- **Online teaching methods like use of Microsoft team software for regular online classes.**
- **All the students were provided microsoft team ID and subscriptions.**
- **Study material was also provided in digital modes in teams. Assignments also taken in online alongwith offline mode.**
- **The institute provided wi-fi facilities to staff and students for online university examinations conducted in the college. Webinars were conducted through subscription of digital plateforms like ZOOM and GOOGLE MEET.**

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

4.3.2 - Number of Computers

171

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

21.91

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There is three-level management system to ensure optimum utilization and maintenance of resources available in the institute by all stakeholders. (1) The management comprising of trustee mandal, the managing committee and standing committee (2) The principal -the administrative head of the college and (3) College level committees comprising of teachers, administrative staff and student representatives.

The policy decisions are taken by the management in consultation with the principal. The principal implement the policy decisions through various college level committees. Such committees are formed at college level by the principal and IQAC, comprising of teachers, administrative staff and student representatives. Academic and administrative facilities are provided in the college following the university and government guidelines fromtime to time.

All support facilities such as laboratory, library, sports complex, computers, classrooms etc are properly monitored by heads of various academic departments and in-charge of college level committees. The recommendation for up gradation or augmentation of infrastructural facilities is made by such committees in IQAC meetings and forwarded to management for approval by the principal. Most of the equipments such as reprographic machines, computers and ICT tools are under AMC for regular repairing.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1694

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

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

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

5

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

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

A. All of the above

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

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

331

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

331

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

93

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

208

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

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

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

0

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

223

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

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

The student council is elected every year as per rules and regulations of the affiliating university. The class representatives (CR) and ladies representatives (LR) are elected by conducting elections in various divisions depending on the strength of student as per the ordinance of the university. The elected representatives constitute the student council headed by general secretary under chairmanship of the principal. The various committees are formed headed by a teacher and students representatives. The student representatives along with teacher in charge of each committee plan to conduct various student welfare activities as per schedule prepared,but student council for the year 2023-24were not elected but local level students utkarsh committee was formed.

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

56

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

5.4 - Alumni Engagement

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

Alumni association though not registered it carry out annual meetings as well as membership drive through meetings. In the year 2023-24.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

- **Being Student Centered And Not System Centered.**
- **Getting Out From Rigid Framework Accepting Flexible Framework.**
- **Not Planning For Top But Starting From Root As We Want To Grow.**
- **Not Being Sectional But Integrated.**

Mission

- **To Impart Educational Opportunity To Students Of Deprived, Remote And Sparsely Located Areas.**
- **To Impart Education Without Discrimination Of Cast Creed And Community.**
- **We Aim At Self – Development Of Students. We Strive To Make Them Responsible And Discipline Citizens Of Nation.**
- **We Reflect That Education Is Subservient To Intellect And If It Deviates From Its Source It Can Only Have A Distractive Character Similar To Corrosive Acid Which Destroys Organic Unity Of Beings And Things.**
- **We Inculcate In Our Students The Basic Value That Knowledge Governs Ignorance. The College is managed by Bilimora Vibhag Kelvani Mandal where the Principal incharge is given full administrative powers as per rules and regulations of university and government. The Principal forms various college level committees comprising of teachers and students for smooth functioning of day to day work.**
- **Students are given representation in various committees for activeparticipation in activities for overall development of students. Participationof all stake holders are ensured through active feedback mechanism.**

File Description	Documents
Paste link for additional information	https://vspatel.org/missionvision.php
Upload any additional information	**No File Uploaded**

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

The College is managed by Bilimora Vibhag Kelvani Mandal where the Principal incharge is given full administrative powers as per rules and regulations of university and government. The Principal forms various college level committees in consultation with IQAC

comprising of teachers, administrative staff and students for smooth functioning of day to day work.

At begninng of every academic year the Heads of different departments of the college prepare action plan for the coming year on the basis of current student strength and staff. Distribution of workload for the forthcoming academic year is prepared by heads in consultation with other faculty members of the department.

Admission committees are formed every year in order to smoothly conduct admission procedure of different courses and classes of different faculties through online mode as per guidelines of university.Senior faculty members along with officeadministrative staff members are included in the committee. They provide the information to the students about career options and conduct the counseling session if required. They verify the admission form and provide guidance to the students.

Students are given representation in various committees for active participation in activities for overall development of students. All policy decisions are taken after discussions with heads of department, teachers and administrative staff in regular meetings called by the principal.

Participation of all stake holders is ensured through active feedback mechanism which reflects the decentralization and participative management in the functioning of the institute.

File Description	Documents
Paste link for additional information	https://vspatel.org/images/iqac/bi983d4ere8n7eu.pdf
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional strategic plan is prepared by incharge principal through deliberations with management and staff members and IQAC of the college.

The long term plan and short term plans are discussed in the meetings of IQAC.

The proposed plans like induction of new courses,construction of new buildings or other major issues involving big financial implications are sent to management for approval.

Day to day acedemic and cocricullum activities are disussed withconcerned commiittees and implemented by circulars and notices by principal office.

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

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

The college is managed by Bilimora vibhag kelvani Mandal (BVKM) and permanently affiliated to Veer Narmad South Gujarat University,Surat.

1. **Administrative Setup : The organizational structure of BVKM consists of (a) Standing committee (2) Managing committee and (3)Trustee mandal which functions according to prevailing constitution and by-laws. The principal of the college is administrative head of the college which forms various committees including teachers, students, administrative staff and other stakeholders for smooth functioning of the institution. The principal of the college plays a key role for coordination of various committees and function as link between management and other stakeholders including teachers,administrative staff,students,alumni and parents. The office staff headed by head clerk given responsibilities of enrolment of students, keeping records of all circulars and notices, fee collection ,accounts,scholarship matters and all otheradministrative affairs.**
2. **Appointments and service rules: As our institute is a grant-in aid affiliated permanently to VNSG university surat ,all the rules for appointments and service conditions framed by university and government of Gujarat are adopted and implemented by BVKM-the appointing authority of staff in the college in consultation with the principal. The adhoc /contract based staff is also appointed and paid by managment**

for the period during which it is neccassary.

File Description	Documents
Paste link for additional information	https://vspatel.org/cmanagement.php
Link to Organogram of the institution webpage	https://vspatel.org/cmanagement.php
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

For Teaching staff :

- **Leaves with pay are granted to faculty members including maternity/paternity leave and leaves for attending acdemic programes like orientation /refreshers/FDP /seminars //conferences.**
- **Special finacial assistance within a limit of Rs.5000 per faculty per annum is provided to teaching faculty for research publications and research oriented activities by the college funds monitored by IQAC.**
- **Computers with internetand wi-fi facility is available in all major departments of the college and faculty memberts.**

For Non-Teaching staff:

- **Special provision of insurance and gratuity for adhoc administrative staff.**
- **Peon staff of the college is provided with uniforms and rain coats free of cost by the college.**
- **Provision of loan for adhoc staff.**

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

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

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

0

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

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

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

01

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

10

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

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

Performance Appraisal System for teaching staff is in place as per UGC norms.

The API of each members filled by teachers in prescribed format provided by IQAC is scrunitized by a sub committee of IQAC.

Certificates as enclosures and evidences for API are provided to teachers by IQAC after verification with office records.

The timely implementation of CAS for teaching faculty is ensured by giving duecertification and submiitting to university and goverment for further processing.

Circulars and notices of amendments by UGC or university are circulated from time to time for the benefit of staff.

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

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

The internal audit of all the accounts of college is regularly completed by registered charted accountant at the end of each financial year. The accounts prepared by the accountant of the college is checked, verified and certifiedby auditor after resolving querries or objection raised if any.The reports prpared are presented and approved by BVKM in its meeting.

The external audit is also carried out by the government appointed auditor on regular basis. All the accounts are maintained by the accountant on regular basis.

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)

0

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

The institute have well established stategies for mobilization of funds and for optimum use of all resoueces.

College established in 1961 is 2(f) and 12(B) certified and is benefitted from all government funding schemes.The college has receivedgrants from UGC in all plan periods which is judicialyutilized for benefit of students and other stakeholders by planning board of college.IQAC also play a pivotal rule in prepareing,implementation and monitoring ofoptimum use of resources.

College also receive donations from different agencies for the development of infrastructure.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) plays an pivotal role in ensuring quality measures in all major functions of the college.Some of the signicant contributions are:

1. **Collecting feed back from all stake holders.**
2. **A guiding agency for various departments to organize acdemic events like worshops.seminars and webinars.**
3. **A guiding agency for preparing API , scrutinising and**

certifingneccassary for CAS.
4. Collecting reports and documentation of all events of quality measures.
5. A key body for planning and implementation of stategies in counsltation with managment and other stakeholders.

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

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

The IQAC play an active role in fainalizing, implementing andmonitoring of quality sustain measuresand enhancement.Through its meetings with teachers it instruct the teachers to follow the same.

At the begining of each semester HOD of various departments instructs the faculty members about the work plan of teaching during the semesters .

Teachers in turn prepare the monthly and weekly plan and day to day activities to be carried out.

The monitoring of attandace and performance of students is carried out on monthely basis by HODs and submitted to office at the end of semester. The IQAC in its meeting analyze the outcome at the end of each semesters.

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	C. Any 2 of the above

any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- On 19th January 2024 and 29th January 2024, Inter College Tug of War Tournament for Men and Women was organized and Parmar Jay from M.Sc. SEM 4 chemistry department was selected in VNSGU Team and participated in Jeppiar Chennai University.
- In the VNSGU University Rifle Shooting and Pistol Shooting Tournament, two players from the men category were selected for the Westmont All India University team, and the women rifle shooting team became the champions. All the players performed exceptionally well. in rifle shooting, out of 400 four men and four women were selected in rifle shooting. In pistol shooting, out of 400 four men and three women were selected.
- The State-Level Senior Citizens' Women's Volleyball Competition was organized by the Sports Authority of Gujarat, Gandhinagar, and managed by the Office of the Sports Officer, Navsari, on 4th & 5th March 2024. The event took place at the V.S. Patel College of Arts and Science, Bilimora. A total of 4 teams participated in the competition. As special guests, the awards were presented by the women from the Gujarat State Yoga Board's Bilimora Center.
- The South Zone Khel Mahakumbh 2.0 Hockey Tournament for both men and women was successfully organized by District Sports Development Officer Mr. Alpesh Patel. The tournament took place from 21st April 2024 to 27th April 2024 at the V.S.

Patel College of Arts and Science Grounds.

File Description	Documents
Annual gender sensitization action plan	**Nil**
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	**Nil**

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

A. 4 or All of the above

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

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

1) Solid waste management:

Both Dry and Wet waste dustbins placed at different locations such as in classrooms, laboratories and campus premises. These bins emptied daily. The waste collected in handcarts and then it is transported to the disposal sites within the campus. It is then dumped at a fixed place and then sent municipality-designated spot of waste. The waste generated from the hostels is also collected and sent in the same manner.

2) Liquid waste management:

Separate drainage system in place for chemical waste from chemistry laboratories. The liquid waste is also left for decomposition and it is used as compost for trees and plants planted in the campus. Liquid waste from the wash rooms is conveyed to the sewage line.

3) Biomedical waste management: Biomedical waste not generated in any laboratories. Practical work of nursing and DMLT students is carried out at nearby recognized hospital after taking due permission. 5) Waste recycling system: The garden waste, which includes the plant cuttings, weeds and grass cutting, is collected in heaps. Scrap waste is sent for recycling to local agencies. Nuclear waste not generated in any labs of college.

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	**A. Any 4 or all of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **1. Restricted entry of automobiles** **2. Use of bicycles/ Battery-powered vehicles** **3. Pedestrian-friendly pathways** **4. Ban on use of plastic** **5. Landscaping**	**D. Any 1of 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	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

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

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

The Personality Development and Yoga Training Camp for the tribal youth was successfully organized at the Gandevi Taluka level, under the leadership of District Development Officer Shri, with the support of V.S. Patel College of Arts and Science, Bilimora. The camp ran for four days and provided tribal brothers and sisters with valuable opportunities to enhance their personal and professional development.

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

- **On 24/12/2023, in a cleanliness drive with the Bilimora Municipality, NCC cadets carried out a cleanliness campaign ‘Clean Navsari, our responsibilities’ by cleaning the garbage along the road next to the Pramukh Residence, leading to the Urban Health Center. On this occasion, the Chief Officer of Bilimora Municipality, Mrs. Komal Dhinaiya, Major Dr. Bhavesh Devta, Rambhai, Hemantbhai, Rahulbhai, and the staff of the Bilimora Municipality were present and appreciated the work.**
- **Under the "Karuna Campaign - 2024," V.S. Patel College NCC and the Social Forestry Department of Navsari organized a lecture and rally on 14th January, focusing on topics such as how to**

fly kites safely, how to rescue individuals, birds, & animals in case of harm during the festivities, and efforts to prevent any damage.

- On 03/11/2023, an Election Awareness Program was conducted at our college. The program was attended by the Mamlatdar, Shri Chowdhury, Naib Mamlatdar Mrs. Nitiaksha, Dr. Ajay Majethiya, and NCC cadets. The program provided information to all new voters about the process of registering their names, as well as raising awareness about citizens' rights.
- Under the celebration of 'Youth Voter Festival' 2023, a competition for voter awareness campaign was organized on 16/12/2023 in our campus.
- Youth Services and Cultural Activities – Organized by the District Youth and Cultural Activities Office, Gandhinagar, and managed by V.S. Patel College of Arts and Science and A.V. Patel Commerce College, Bilimora, in collaboration with the South Zone Regional Adventure Activities Camp, which was held from 11/12/2023 to 15/12/2023.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
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	A. All of the above

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

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

- On June 5, 2023, World Environment Day was celebrated, during which a joint initiative by the Hariyali Group Trust Bilimora and V.S. Patel College, a charitable organization, led to the planting of 732 trees in Bilimora
- On 25/04/2023, World Malaria Day was celebrated at V.S. Patel College. Cadets from the 20th Gujarat Battalion NCC organized a rally, and Dr. Dhaval Mehta, the District Malaria Officer of Navsari, gave a lecture to the students.
- On 21st June, Yoga Day was celebrated in our college institutions with the participation of staff and students. The event was held in the presence of the chief guest Sonal Bajaj (Yoga Trainer and Nutritionist), who led the yoga session according to the yoga protocol. The session ended with a pledge, and the celebration of Yoga Day concluded.
- On 28th June 2023, a seminar was conducted on diseases such as malaria, chikungunya, elephantiasis, and dengue, in collaboration with the Taluka Health Office of Gandevi. NCC and NSS students participated in the seminar.
- On 15th August 2023, the flag hoisting ceremony was conducted at V.S. Patel College by Dr. Asha Ben Bhatt.
- On 5th September 2023, a rally was organized in collaboration with the 20th Gujarat Battalion, V.S. Patel College, and the Bilimora Municipality. The rally focused on issues like plastic use in Bilimora, saving the environment, and proper disposal of waste.
- As part of the celebration of 12th January, Swami Vivekananda Jayanti and "National Youth Day", the Swami Vivekananda Sports Tournament was organized.

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	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Swami Vivekananda Pre Defense Resident Training Class

From October 2 and October 31, 2023, 80 students from different regions of Navsari District participated in the Swami Vivekananda Pre-Defense Residential Training College in Bilimora. The training was organized through a collaborative effort between the Employment Office and the V.S. Patel College of Arts & Science. This program provided students with valuable preparation, leading many to pursue careers in the Army, Navy, Air Force, and paramilitary services. Out of the 80 participants, 30 boys were successfully chosen for positions in these forces.

2. District Level Personality Development and Yogasana Training Camp

Youth service and cultural activities organized by District Development Officer Mr. Gavan and V.S. General Boys and Girls are benefiting from a four-day personality development and yoga asana training camp at Navsari district level, in collaboration with Patel College of Arts and Science, Bilimora. Practical theory knowledge was imparted for one and a half hours, providing a clear understanding of Yogasana. Additionally, the camp addressed personality development, employment opportunities, GPSC and UPSC competitive exam preparations, and featured matrimonial speakers and information provided by experts. The entire camp was organized by Major Dr. Bhavesh Devta as the convener, with support from Principal Bajaj Sir and Youth Development Officer Hiren Sir.

File Description	Documents
Best practices in the Institutional website	Nil
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

Our institute, located in the Navsari district, is situated in a rural and tribal area, where most students come from underprivileged backgrounds, including OBC and Tribal communities. The campus is managed by the Bilimora Vibhag Kelvani Mandal, which provides quality education from kindergarten to postgraduate levels in various disciplines under one roof.

Founded in 1961, our institute holds the distinction of being the only educational institution in the region offering both undergraduate and postgraduate programs in Arts, Science, Computer Applications, and Management. Under the leadership of our principal and the dedicated efforts of the staff, we are continuously striving to enhance the quality of education by implementing innovative initiatives and fostering teamwork.

What sets our institute apart is its commitment to providing educational opportunities to students from marginalized, remote, and sparsely populated areas, without any discrimination based on caste, creed, or community. We achieve this through the provision of robust infrastructure and the use of modern teaching and learning methods.

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

7.3.2 - Plan of action for the next academic year

1.We aim to implement NEP -2020 in all courses and participation of teachers in deleberations conducted by university and government.

2.The college aims to encourage greater student involvement in academic and interactive activities such as project work, quiz competitions, guest lectures, study tours, and science fairs. Plans

include organizing such events and offering incentives to students who participate in outdoor activities.Efforts will be made to strengthen research activities by providing incentives for researchers, fostering a more robust research culture.

3. To boost employability, the college plans to offer training programs focusing on soft skills and communication skills for students.

4. The college is planning to introduce certificate courses designed to meet industry needs, improving students' employability prospects

5. The college will invest in improving infrastructure based on current needs, including ICT-enabled classrooms, laboratory equipment, textbooks, journals aligned with the curriculum, and essential amenities.

6. The library will be enhanced with more e-resources, ensuring easy access to digital learning materials.

7. The college intends to revitalize the Alumni Association by launching a membership drive targeting all alumni and maintaining long-term relationships with former students.

8. To prepare students for the fast-evolving society, the college will offer programs focused on stress management, confidence-building, crisis management, and outreach to others in times of need.

9. Capacity-building initiatives will be introduced for non-teaching staff to enhance their skills in areas like stress management, computer literacy, communication skills, and crisis management.

10. The college is committed to integrating online digital platforms for teaching, learning, and examinations to enhance the educational experience.