



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		M M Ghodasara Mahila Arts and Commerce College
• Name of the Head of the institution	Dr.Dinesh A.Dadhania	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	02852670523	
• Mobile no	9825625058	
• Registered e-mail	mmgjnd@gmail.com	
• Alternate e-mail	mmg_college@yahoo.co.in	
• Address	Opposite Moti Baugh	
• City/Town	Junagadh	
• State/UT	Gujarat	
• Pin Code	362001	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Women	
• Location	Urban	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Bhakta Kavi Narsinh Mehta University				
• Name of the IQAC Coordinator	Dr. R.A.Sagathiya				
• Phone No.	9979598442				
• Alternate phone No.	9427229090				
• Mobile	9537342286				
• IQAC e-mail address	mmgiqac@gmail.com				
• Alternate Email address	loyan67@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://mmgcollegejnd.edu.in/images/iqacFiles/AQAR%202020-2021200220248441.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mmgcollegejnd.edu.in/images/iqacFiles/AQAR%202020-2021200220248441.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	C	1.97	2018-19	01/11/2018	31/10/2023
6.Date of Establishment of IQAC			10/12/2012		
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	
NSS Unit MMG College	NSS	State Government	2021-22	44500	
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)		
<ul style="list-style-type: none"> • IQAC has promoted quality in the institution at various levels for better academic and administrative support and functioning through dedicated various committees and mobile (WhatsApp group). • Celebration of World Environment Day on 5.6.2022 by the NSS unit of MMG college. The theme was "Green Earth" • IQAC promoted Poster rally with Slogan raised by the NSS Volunteers to Celebrate "AZADI KA AMRUT MAHOTSAV KE PANCH PRAKALP" 75 years of independence was organized in collaboration with State Government and BKNMU. • Conduction of corona vaccination camp for the students and society at college campus. • Celebration of various national and international day as like yoga day, women's day, independence day,etc. 		
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 plan for effective teaching and management by IQAC	IQAC set an academic calendar and quality improvement activities for teachers, non teaching staff and students on starting of each semester.	

Extensive use of Microsoft Teams and other platforms for academic and administrative purpose	During the period of Covid-19 all the classes, assignment etc. work are being held online following the guidelines of Government.
To arrange University level and National level sports events.	Total 61 students participated in various games at university level. and out of them 16 students selected for national level.
To encourage students to participate in various co-curricular activities in the college.	The students and staff members have organized and participated in several activities like Independence day celebration, Gandhi Jayanti, Sports weeks, Women's day, Republic Day celebration etc.
To ensure the high speed internet connectivity throughout the campus	Whole campus is WIFI enabled. Faculty, students and staff have uninterrupted internet connection. The staff members also used own mobile data during the teaching hours.
To make arrangement for Remedial classes and Bridge course in each semester for the students.	Remedial classes and Bridge course were conducted for the students after regular teaching hours. Also more than 90% students have passed University exam in each semester.
To plan for feedback from stakeholders	IQAC collected feedback from stakeholders and submitted an analysis of the feedback to the Principal and academic council for necessary action.
To allow staff members of the college to attend various seminar/ workshop/ FDP/ RC/ OP/ FIP etc.	Staff members of the college from various department have attended quality enhancement program in their subject to improve academic skills.
13. Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	12/01/2023

15. Multidisciplinary / interdisciplinary

Multidisciplinary/ interdisciplinary: Our college is a multi-faculty institute having faculty of Arts, Commerce & BCA courses. The institute has been offering the major Arts courses (Economics, Sociology, Gujarati, English), Commerce course (Accountancy, Banking, Computer science, IT,) and various subjects under Commerce & Arts, BCA in UG degree programmes. In view of the transformations envisioned in NEP, respective adaptations of the existing programs and courses will be reorganized by specially constituted committee. The institute has seven faculties with five subjects. The faculty and students are encouraged to undertake interdisciplinary/ multidisciplinary research projects. Along with the existing programs, courses and well developed infrastructure, it is possible to our institute to introduce Multidisciplinary as well as Interdisciplinary Courses. At Present, we have three Undergraduate programmes with six subjects, and various Career Oriented Programmes. The academic collaboration with the established multidisciplinary sister branches is also possible. Such blend of core subjects and interdisciplinary approach will help students to shape their career options. Total enrolment of the student is sufficient for us to transform the institute in Teaching Universities as proposed in NEP 2020.

16. Academic bank of credits (ABC):

ABC ID stands for Academic Bank of Credits. It is a virtual mechanism that stores the credits earned by students of Higher Education Institutes in India. The University Grants Commission (UGC) introduced the ABC system in India. The ABC Profile is a centralized digital repository that stores students' academic credits. Students can create a unique ID and password to log in and check their earned credits. The students are encouraged for

enrolling online courses from where the students may earn credits from renowned HEIs. Based System started implementing in a phase-wise manner at the Undergraduate level. The Academic Bank of Credits (ABC) would provide digital platform for the students for credit recognition, credit accumulation, credit transfers, and credit redemption. The initiative undertaken by the affiliating University is at preparatory phase. The institute would register for the ABC in near future.

17.Skill development:

The National Education Policy (NEP) 2020 has given special emphasis on acquiring various skills to attain the goal of Samagra Shiksha. The college is already conducting the skill enhancement courses as designed by affiliating University of Bhakta Kavi Narsinh Mehta University from first Semester. The college also encourages the soft skill development of the students by arranging lectures by eminent persons from different fields also. Besides CBCS, the college provides Computer science, IT, Banking, Accounting, English language, etc Courses and encourages entrepreneurship through different programmes in order to embrace skill development.

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

Indian Knowledge Systems (IKS), is about our local context, integration of the cultural-social and the academic dimensions of natural science and technology education. Incorporating IKS for helping students to gain awareness of rich heritage and the knowledge produced by the Ancient Indians. It helps the students to be proud and connect to their culture and appreciate where they come from. Students continue to uphold their traditions, and maintain the values passed on from generations. IKS will be incorporated in an accurate and scientific manner throughout the curriculum wherever relevant. The integration of IKS into curriculum will be done later on.

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

Following OBE policy our college also keeps record of result of every student through academic audit and mentor mentee system. Course Outcomes and Programme outcomes are discussed by the faculty members and displayed on the website. These POs and COs are also discussed in the classroom in the beginning of the academic year.They are also discussed in the induction programme as well. During pandemic, virtual tours were explored by several departments. Successful alumni are invited to share their experiences to

highlight the OBE.

20.Distance education/online education:

During the COVID-19 pandemic, the college has successfully implemented online teaching through Video lecturer in you tube, Microsoft teams, Zoom, Google meet for Education, by providing individual account of each faculty through the college domain. All the online classes were held using the Microsoft teams account only. Assignments and evaluations were also done online. All the meetings were held online. Webinar and student activity programmes were organized through Microsoft teams. Study materials were uploaded by the faculty members on Microsoft teams as well as through On Cloud LMS portal through individual login. Even after the college resumed several online practices are still exercised. Our college is the member of NLIST - INFLIBNET for Scholarly Content to extend E-resources.

Extended Profile

1.Programme

1.1	225
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	734
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	436
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	588
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	29
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	00
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	33
Total number of Classrooms and Seminar halls	
4.2	6094429.43
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	216
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	
M.M.Ghodasara Mahila Arts and Commerce College, affiliated to Bhakta	

Kavi Narshinh Mehta University, integrates the curriculum provided by the university with its vision and mission. Integrating the UGC principles, Sustainable Development Goals and HEI core values, the college effectively implements and delivers the curriculum, focusing on contribution to national development, fostering global competencies, Educating a value system and promoting the use of technology.

The mechanism is as follows: Curriculum Delivery Planning

- IQAC prepares an Annual Academic calendar accommodating the university academic calendar and departmental academic plans which is published in the College website.
- The Syllabi of various Programmes, Arts Commerce and BCA and weightage of Internal and External examinations are communicated through the college website.
- Preparation of institutional general timetable, the department timetable, and teachers' course plan
- Add-on, Value-Added and Certificate courses supplementing the university curriculum

Curriculum Delivery Process

1. Faculty members prepare Course Plan focusing on course outcomes
2. Curriculum Transactions through online and offline modes
3. Faculty use LMS-Model and ICT platforms like Google Classroom, YouTube Channel, Microsoft teams etc.
4. doubt solving , mentor support and counslling are conducted after teaching hours.
5. Peer teaching, NPTEL & Inflibnet, Reference book and Computer lab to facilitate advanced learners
6. Effective implementation of experiential learning and value-added courses
7. Feedback regarding the curriculum from the stakeholders is communicated to the college council and Governing Body for necessary follow-up action. It is also made available on the college website.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://mmgcollegejnd.edu.in/images/iqacFiles/Teaching%20Plan%202021-202222022024919.pdf

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

- IQAC prepares an Annual Academic Plan accommodating the university academic calendar and departmental academic plans which is published in the College hand book and website.
- Induction programmes for first-year students and orientation programmes for parents to give wider knowledge on curriculum and conduct of internal exams.
- Preparation and publication of Internal exam timetable well in advance

Ensuring CIE:

- Regular tests as part of Formative Assessment Proper conduct of two Internal Exams and Prelim Exams in each semester
- Timely evaluation of answer scripts
- Time-bound completion of Seminars, Assignments, Projects, Internships and Industrial Visits
- Time-bound completion of Add on / Value added courses and distribution of certificates.
- Regular Academic Audits by IQAC
- Preparation of Stream wise /Batch-wise Outcome Attainment Analysis
- Class-wise PTA meetings
- Grievance Redressal system and 'Suggestion box' for students' feedback
- Activities of Students Council, various cells, Saptdhara, NSS, NCC and departments' extension activities and outreach programmes ensure continuous development
- The exam-related grievances collected are scrutinised and corrective measures are implemented to institutionalise proper mechanisms for continuous evaluation

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://mmgcollegejnd.edu.in/images/iqacFiles/ACADEMIC%20CALENDER%202021-22210220242162.pdf

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

63

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)

4

File Description	Documents
Any additional information	View File
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

458

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**

M.M.Ghodasara Mahila Arts and Commerce College is committed to adopt best practices blended with educational value system to achieve goal of excellence in providing quality education to our students. The Institution follows the curriculum of Bhakta Kavi Narsinh Mehta University and attaches high priority to core areas of human endeavor. The socially relevant issues relating to Environmental sustainability, Professional Ethics, Human values, Sensitivity to Gender, Community development, National integration etc. have been integrated into the larger framework of the syllabus through a series of programmes of all departments of the institute. The NCC and NSS of the College has relentlessly pursued its' good work of spreading awareness among the students and the larger community about the threats to our environment and the need to promote sustainability of the environment. Students are encouraged to participate in various awareness programmes related to Azadi ka Amrut Mahotsav ke panch prakalp , World Environment Day, World Lion Day, Save Wildlife,

Rallies etc. Green campus to ensure the green activities in the campus, like solar pannel instolled among college campus, various trees planted and well maintained in college campus.

To summarise, M.M.Ghodasara Mahila College always strives to hape and fine-tune the values and qualities of our valued students, the future of our society.

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

31

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

93

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
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	View File

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	Nil

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

734

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

436

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

Objectives:

1. To raise the confidence level of the student regarding difficult subjects
2. To improve the performance in the internal and university examinations
3. To reduce the drop out ratio of the slow learners
4. To motivate, more books are provided to them

Execution of the programme:

- Preparing the list of difficult units and concepts from the university syllabus
- Arranging some guest lecturers for the students
- Conducting examination unit tests, class tests, tutorials, home assignments

Activities undertaken for slow learners:

- The performance of students is being communicated to their

parents.

- Lectures of eminent personalities organized to create confidence among the students.
- The students who scored better marks in their previous examination are enrolled for the batch of advanced learners.

For advanced learners:

- Open access facility for advanced learners in the library.
- More books are provided to these students.
- Motivation for them to participate in quiz competitions, seminars and group discussions.
- Organization of quiz competitions and group discussions.

Specific Outcome:

The target group of the slow learners showed improvement in the knowledge of concerned subjects and scored better marks in the university examination while advanced learners showed better performance in the knowledge of concerned subjects and scored better marks in the university examination.

File Description	Documents
Paste link for additional information	Nil
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
1982	29

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

The College makes continuous and conscious efforts to enable its students to realize their potential. Some of the methods employed by the college in this process are:

Seminars/conferences are organized to encourage and motivate students to become participative agents and not just passive recipients of knowledge.

Field trips and educational tours are organized by several departments to gain an understanding of the geographical, socio-political, historical and economic factors of the lives of people of that place.

The college has ICT classrooms with projectors, desktops and laptops that help in the e-learning process.

The college has well equipped Computer Labs. Other than Computer Science, practical classes are held in the computer labs for subjects OF B.C.A .and Commerce Programme.

File Description	Documents
Upload any additional information	View File
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

- ICT Enabled Teaching is in practice to make classes more exhaustive and thorough.
- Teachers make the best use of ICT in the classrooms. It is found that visual presentations and use of visualizes help the weaker students to imbibe the concepts of the topics and enhance their ideas.
- IQAC takes initiatives for the training of faculty so that they can impart quality education.
- Teaching learning through ICT is the need of the hour.
- It helps both slow and advanced learners to understand the topics easily and makes the class interesting too.
- Disciplines such as Commerce, Computer Applications, and economics, English, have Practical Components as part of their Curriculum which focus on problem solving skills using ICT techniques and Software.
- Power point presentations, you tube videos are used as an effective and relevant way of teaching during pandemic. It is an effective tool for acquiring information from multiple

sources to help students to enhance their knowledge database.

File Description	Documents
Upload any additional information	View File
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

29

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

29

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

06

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

412

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.

Being a vision of the college, the Bhakat Kavi Narshinh Maheta University. The college follows the University rules and guidelines to conduct the Internal Assessment. Internal Assessment is taken through Assignments and written exams. Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. Students are given opportunities for re-tests to improve themselves if the subject teacher thinks it appropriate. doubts solved are regularly arranged to provide additional help. Disciplines such as Commerce, Computer Applications, have Practical Components as part of their Curriculum which focus on problem solving skills using ICT techniques and software. The Internal Assessment forms a part of a continuous evaluation system conducted through written Tests, Assignments, Projects. All of these together constitute an integral part of Internal Examination which is carried out in a well-planned and systematic manner. The marks are sent to the University after

carefully uploading and cross-checking them so that any discrepancy does not arise. If any error is detected in the final mark-sheet in spite of rigorous scrutiny, it is promptly reported to the University by the College.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college follows the University rules and guidelines to conduct the Internal Assessment. Internal Assessment is taken through Assignments and written exams. Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. Students are given opportunities for re-tests to improve themselves if the subject teacher thinks it appropriate. Remedial and Tutorial classes are regularly arranged to provide additional help. Disciplines such as Commerce, Computer Applications, have Practical Components as part of their Curriculum which focus on problem solving skills using ICT techniques and software. The Internal Assessment forms a part of a continuous evaluation system conducted through written Tests, , Assignments. All of these together constitute an integral part of Internal Examination which is carried out in a well-planned and systematic manner. The marks are sent to the University after carefully uploading and cross-checking them so that any discrepancy does not arise. If any error is detected in the final mark-sheet in spite of rigorous scrutiny, it is promptly reported to the University by the College.

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.

For an improved teaching-learning, it becomes extremely necessary that both the teachers and students are informed clearly about the programme outcomes, programme specific outcomes and course outcomes of the programmes offered. The clarity in understanding contents, scope and limitations (if any) of programme or course enables the faculty to plan for entire teaching process and to execute the lecture delivery in an efficient manner. The individual course outcomes of all subjects are also properly stated on the college website. Many teachers are also the members of Board of Studies; thus, the process of perception and outcomes takes place in exact manner and excel the quality of teaching learning. The college also motivated and sent teachers to attend special workshops, symposia on course development and programme outcome so that better result can be achieved.

File Description	Documents
Upload any additional information	View File
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.

The institute follows the curriculum as prescribed by the university including its POs, PSOs and COs. Institute has adopted outcome based education mechanism to ensure the attainment of COs and POs. All the departments in the institutes adopt direct and indirect methods of the assessment to attain the POs and COs. Direct method includes assignments, internal exam, attendance and university examination. POs and COs according to the standard rubrics mechanism for theory as well as practical examination. Indirect method includes exit survey and course learning outcomes survey and is carried out by class coordinators once in a year. Direct and indirect assessment analysis are scrutinized by department committee and forwarded to department advisory committee for approval. At the Departmental level, the HOD and the faculty who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the average students. The continuous evaluation is done through tests, written assignments, oral presentations etc. The end-semester examination of every course is based on written-examination. After measuring attainment, it has been observed that the strength of the

students as well as passing percentage of the students is progressively increasing.

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

509

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://mmgcollegejnd.edu.in/images/igacFiles/Students-Satisfaction-Survey-SSS-2020-21200220246706.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)

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

06

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

00

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

nstitution has created an innovative ecosystem which initiates the transfer of knowledge. Our Institution provides healthy

atmosphere, infrastructure, resources, confidence for enhancement of the capacity and competencies of teachers and students in research and innovative activities. Institution encourages and help teachers and students to undertake various research activities. The institution provide guidance to the teachers for forwarding Major and Minorn research projects. The college subscribes various research journals, books of competitive crackers, socio economic awareness, regarding literatures and contemporary accounting and management issues related books and journals, which help teachers and students to keepthemselves updated. Teachers are motivated to pursue their M. Phil. and Ph.D. through Faculty Improvement Program under UGC scheme. During this academic year 03research papers were published by faculty members in various UGC listed journals and also authored 107books/book chapters during this academic year. During, the faculty members were joined verious online webinars, workshops and seminarsetc.

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

1

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

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

22

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	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

4

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

4

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

in the A.Y.2021-21, college has conducted extention avtivities to sensitise students regarding issues pertaining to their physical and mental health as well as the over all welbeing of the socities and

environment. the activities were organised by the NSS units under two categories: regular activities and special camp. within the ambit of regular programme such as our students organised RAKHI EXHIBITION CUM SALE MADE BY PHYSICALLY CHALLENGED PEOPLE, Vaccination camp, Clean and Green College for which students collected waste from college campus, hostel area and surrounding college area. secondly students are joined poster rally with raised slogan on save the water, save the earth, save the girl child, clean India Green India etc.

the special camp held during 22/12/2021 to 28/12/2021, it emphasized the importance of raising awareness and encouraging the AZADI KA AMRUT MAHOTSAV KE PANCH PRAKALP and survey of the area, general health and yoga eye check up camp Yoga, Ayurveda camp, cleanliness awareness programmes, prabhakar and Suryanamaskar was done daily during the special camp.

The NSS VOLUNTEERS actively participated in these programmes and diligently fulfilled their responsibilities towards the society.

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

0

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	No File Uploaded

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

100

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

100

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

3.5 - 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

0

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

0

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.

Classroom: 33 Computer Lab: 3 Total Computers : 208 (Include 40 Laptop) Library and Reading Room : 2 Seminar Hall : 1 NAAC Room IQAC Room : 1

Classroom

There are 33 fully-furnished, well ventilated, spacious lecture rooms / classrooms, for conducting theory classes. Most of the classrooms are furnished with LCD projector and internet facility to adapt advanced teaching methods.

Computer Lab Institute has 3 computer lab to carry out the academic teaching and learning prescribed by BKNMU.

There are 168 + 8 new =176computers and 40 laptops are available in the college during the year 2021-2022. The entire computers area unit is connected with local area network and internet facility. The institute has licensed software's like Windows Operating System, Microsoft Office , NT Server include 15 Clients , Visual Studio 6.0 Professional, Borland Turbo C++, Lotus 123, Borland bBase-III, Accounting Software - MUNIM, Fee Receipt Software, Library SoftwareACHHARYA, Tally EPR Accounting Software, Redhat Linux, Word star 4.0 etc. In addition to the regular activities students can download research papers, browse internet, prepare report, power point presentation etc. The institute has 40Mbps * 3 Broadband internet facility through LAN.

Seminar Hall A Seminar hall with good audio visual facilities is provided. This seminar hall has seating capacity of 1000 students and is being used for conferences, seminars, workshops, placement activities as well as cultural activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/1yAvcC6Ggr9zwoCH_gyLbXW6f_SyaJ6U6/edit?usp=drive_link&oid=104280598293999019795&rtpof=true&sd=true

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

SPORTS ACTIVITIES

Outdoor Sports Infrastructure:

Sports

No. of Ground / Kit

Area / size (Meter)

Year of

Establishment

Basket ball

16*30 Meter

2015

Hand ball

40*20 Meter

1994

Khokho

27*16 Meter

2012

Badminton

24*12 Meter

2018

Softball

60*60 Feet

2005

Cycling

-

2021

Indoor Infrastructure:

No. of Ground / Kit

Area / size (Meter)

Year of

Establishment

Table Tennis

9*5 Feet

1994

Carrom Board

74*74 cm

1994

Judo, Karate

2.5*6 Feet

2015

Chess

1*1 Feet

1994

CULTURAL ACTIVITIES

INFRASTRUCTURE FOR CULTURAL ACTIVITIE

No. of cupboard

No. of cloths paired /ornaments

No. of paired OF ornaments

1

-

230

nil

1

88

-	
---	--

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://docs.google.com/document/d/1yAvgC6Ggr9zwoCH_gyLbXW6f_SyaJ6U6/edit?usp=drive_link&oid=104280598293999019795&rtpof=true&sd=true

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

20

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)

6094429.43

File Description	Documents
Upload any additional information	View File
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)

Nil

File Description	Documents
Upload any additional information	No File Uploaded
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

E. None 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)

168215

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

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

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

59

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

4.3 - IT Infrastructure

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

M M Ghodasara Mahila Arts and Commerce College has BCAteam of dedicated Computer skilled staff to cater to the needs related to IT infrastructure and maintenance. The institute periodically upgrades the IT infrastructure based on the requirements given by the respective departments. There are total 176computers and 3 servers available in the institute.

The systems are connected with local area network and internet with 40Mbps * 3 speed. All the software's and other applications are periodically updated before the expiration. Also, all the application software are upgraded regularly as per the requirements.

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

4.3.2 - Number of Computers

176

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

B. 30 - 50MBPS

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

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)**

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 following mention facts are evident that, there are established system and procedures for maintaining and utilizing physical, academic and support facilities.

Our College is certified by AISHE, LIC

Class Rooms:

Utilization:

Classrooms are used for the regular academic activities (teaching and examination) as per the time-table.

Maintenance:

The maintenance of class rooms such as cleaning is carried out with the help of housekeeping staff regularly.

Computer Lab:

Utilization:

All the labs are used for the conduction of regular academic activities as per the time-table, which is prepared before the commencement of every semester.

Maintenance:

Before the commencement of each semester, laboratory incharge checks the stock of consumable resources and working condition of the laboratory equipment.

Library:

Utilization: EVERDAY 12 HOURS OPEN THE LIBRARY FOR THE STUDENTS

The students aspiring to use reading room have to enter their details such as name, department, login and logout time in the register kept at the entrance of the library.

Maintenance:

Qualified library staffs is employed for the maintenance of the library.

Sports Facility

Utilization:

The sports facility is made available to all the students throughout the year.

Maintenance:

Maintenance of the sport complex is supervised by Physical Education Department.

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 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**

151

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
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 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

D. 1 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

377

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

377

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

D. Any 1 of the above

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

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	View File
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

8

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

31

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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

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.

62

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)

As per the Bhakta Kavi Narsinh Maheta University, the student council is formed. The class students involve sexual harassment cell, anti-Ragging cell, students from NSS & NCC unit, toppers, representative of girl students,, sports & cultural activities are included in the student council. College representatives are elected by the members from Student council.

For IQAC students representatives are nominated.

The cultural committee cultural events for the academic year and prepare budget for each representatives motivate the students' to Participate in various co-curricular activities like debate, education, drama, skit, mime, dance, intercollegiate seminar competition, exhibitions, poster competition etc.

Student representatives are also nominated on News Letter and college magazine committee.

To encourage student for extracurricular activities, college has developed subject associations, where students can take part in various academic and co-curricular aspects.

The sports committee is formed in college to promote sport activities such as cricket, football, table tennis, badminton, carom, chess etc. girls students are members of women's grievance redressed cell. A committee is constituted by the college to promote for healthy environment to all female staff, students and faculties.

Anti -Ragging committee is the supervisory and advisory committee in preserving a culture of ragging free environment in the college

campus. Student representatives play a major role in informing ragging cases and help to create harmony and to curb ragging.

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

4179

File Description	Documents
Report of the event	No File Uploaded
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

To create top class alumni network that maintain a good relationship between the alma mater and its alumni. To facilitate constant interaction with the alumni, maintain support mechanisms for alumni, network and create a healthy and sustainable relationship with the alumni. The M.M.college believes in creation an environment that foster continuous leaving development. We intend to keep our alumni engaged involves keeping their knowledge and skills up to date and their network expanding. The M.M.G. alumni explore in current global challenges and learn innovative solutions to overcome them. Please visit our site to be posted about the offering this semester.

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	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

M M Ghodasara Mahila Arts and Commerce College, Junagadh is unique because it is committed to social upliftment through education. The Patel Kelvani Mandal, Junagadh manages the college.

Vision

Every girl of any caste, creed or religion or the remotest rural area of our region may obtain higher education and becomes socially, culturally & economically empowered to lead a dignified and Nobel life and contributes at her best in the progress story of our new Gujarat and our new India of the 21st century.

Mission

To make our college, an educational institution of wholesome development, where every girl student gets the best opportunity to develop and to strengthen her intellectual, physical and creative potentials and emerges as a mature honest and responsible citizen of our great Indians.

Aims and objectives

1. To promote the noble cause of higher education for girls.
2. To ensure that everydeserving student in the region get an

opportunity who is deprived of college education merely because of adverse socio-economic factors.

3. To cultivate self-confidence in our students, so that they become strong and knowledgeable enough for further education and job opportunities.

4. To create social awareness amongst our students in form of inequalities arising from socio-economic factors.

5. To create a personality to fight against injustice at all levels.

File Description	Documents
Paste link for additional information	https://mmgcollegejnd.edu.in/vision-mission.php
Upload any additional information	View File

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

Administration and Governance M M Ghodasara Mahila Arts and Commerce College has adopted a decentralized and participatory approach of governance to safeguard the operations of the college:

- The Board of Management, involving the President of the trust, an Advisory Committee and a Local Managing Committee, supervises the efficient functioning of the college.
- The Governing body is composed of President, Secretary, Principal, Vice Principal, Staff representatives.
- IQAC, a body of quality enhancement, initiates and monitors activities of the college as per the benchmarks.
- The College Council which consists of the heads of departments, internal exam coordinators, and the representative of Students' Council such as CR and GS, assists the Principal in decision making and formulation of policies.
- The Students' Council which is an elected body of students functioning under the guidance of staff to facilitate student-centric education.
- Administrative staff helps to achieve the administrative goals of the institution.
- College interacts with all major stakeholders through its Student Council, Staff Association, PTA, Alumni Association and Advisory Committee.

- College has NCC, NSS, saptdhara and etc. committee for smooth and efficient functioning of the extracurricular activities.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Teaching and Learning

The lectures are taken by using teaching methods like lectures, debates, group discussions and presentations. The professors deliver lectures through conventional method of white board and marker as well as ICT based teaching and learning tools. Also all the departments regularly take the feedback from the students.

Curriculum Development

In our institution the professors from different departments like Gujarati, Commerce, Sociology and Economics work as members of Board of Studies in the university. Institution follows the guidelines of the university very strictly.

Examination and Evaluation

During 2021-22 internal exam as well as external exams were conducted through conventional pen and paper method also exams and assignments were taken as per guidelines provided by the Government due to Covid pandemic.

Research and Development

IQAC and Principal of the college regularly motivate the faculty members to improve and enhance teaching standards, learning standards and research standards. Most of the staff members of the college have published their research papers in national and international journals. Also the staff members encourage college students to participate in the events organized by the University, Govt. and etc. to enhance quality among them.

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

M M Ghodasara Mahila Arts and Commerce College, Junagadh is managed by Patel Kelvani Mandal, Junagadh followed by the College Principal. The College Principal supervises the following departments for smooth functioning of the college:

- IQAC
- Vice Principals (one)
- Academic Departments consisting of : (a) Arts (b) Commerce (c) Science (d) Self Financed Courses
- Extra-Curricular Activities Committees consisting of : (a) Cultural Committee (SAPTDHARA) (b) Sports Committee (c) Women Development Cell (d) Grievance Redressal Committee (e) Anti-Ragging Committee (f) Students' Council etc.
- Examination Committee
- Library Department consisting of Library In charge, Assistant Librarian and other staff.
- Alumni Association.

Appointment and Service Rules:

- While implementing the appointment process for the government sanctioned post, it is necessary to strictly consider the educational qualifications, eligibility, experience, age limit, and technical qualifications prescribed for the post.
- While implementing the appointment process for the government sanctioned aided post as per the roster.
- No objection certificate should be obtained from the concerned authority for the recruitment of posts as per the roster while implementing the appointment process for government approved grant aided posts.
- The recruitment of non-teaching posts in college has to be adhered to the various rules and regulations of the Government issued from time to time.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
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 M..M.GHODASARA MAHILA ARTS AND COMMERCE college give weighted to the employees satisfaction for the employees wekfare.

Statutory welfare

- CPF/GPF
- HRA
- Medical Leave
- Casual Leave

Non-statutory welfare

- Free Wi-Fi
- Free Laptop
- Gymnasium
- Surveillance system for campus security

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

1

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	View File
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

14

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

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

For Teaching staff

The college has created a Self appraisal form which is to be filled by all the staff members. The Self-appraisal form includes aspects such as:

- Teaching methods adopted.
- Innovative practices carried out.
- Regularity and punctuality.
- Extracurricular participation.
- Suggestions for improvement in self competency.

For Non teaching 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 financial audit is carried out by Poojan & Associates for external audit.

And with an object to help the managing person to evaluate the efficiency of the administration internal audit is carried out for proper and accurate and maintenance of books of accounts. And this is verified by the auditor during the audit.

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)

44500

File Description	Documents
Annual statements of accounts	View File
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 Institution has a transparent and well-planned centralized financial management system tomobilizefunds. The Resource Mobilization Policy focuses on achieving the goals and target of the institution ensuring accountability and transparency.The Institution is a centrally managed non-profit organization which ensures the income generated is spent for the institution only. A financial advisory body is in place to manage the funds. Funds are provided to meet the infrastructure requirement of the institution while

starting new programmes and centers. Adequate funds are provided for Sports, Cultural activities, Scholarships, Free ships to the deserving students. Transparency and accountability is ensured by conducting an annual audit of the statements.

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

The practices conducted by IQAC are:

1. Promotion of Research

IQAC promotes significant research environment amongst staff and students.

2. Streamlining of Administration

IQAC established a good pattern of administration. The Management and the Principal gives equal opportunities to staff members who are best suited for a particular task and also, they are provided with opportunities to enhance their skills.

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

Quality education to the students through an effective and meaningful teaching-learning process is the main function of the college. This plays a vital role in enhancing the quality of the academic and co-curricular activities of the College in keeping with its vision and mission. IQAC achieves above goal through

following practices:

- Conducting academic check annually wherein departments are made to do a performance analysis based on results, assignments, effective curriculum implementation and use of ICT-related pedagogical methodologies. Based on this, the IQAC gives suggestions to the Departments for internal quality enhancement. It makes recommendations for the Departments to do self-evaluation and to set higher goals to meet new challenges.
- Collecting feedback from students, parents, staff and alumni to facilitate teaching-learning reforms. This helps in obtaining an unbiased and honest opinion about the performance especially in academics. A careful analysis of the feedback received is done and communicated to the teachers to enable them to enhance their teaching skills.

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

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)

D. Any 1 of the above

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**

M M Ghodasara Mahila Arts and Commerce College As one of leading liberal Arts, Commerce & BCA College for women. MMG is committed to create an inclusive and gender sensitive space for our students. For us gender sensitisation pervades every aspect of college life, and is an important shared value for all stakeholders. The college has organised multiple formal events related to gender in the academic session 2021-2022. The Students plays a critical role in fostering gender sensitivity on campus.

Programmes in the form of seminars, certificate courses and workshops were organized throughout the year that aimed to provide an intersectional approach to creating awareness amongst students about the inequalities confronting all genders.

Institute also has an active Internal Complaints Committee to register complaints of harassment and undertake formal proceedings to resolve them.

Special attention was paid to issues relevant to women in the 21st century, especially those of mental health, sexual identities, and sexual harassment in the workplace. Institute organise a wide range of events and activities to promote mental health and well-being, and to impart education that is empowering.

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

A. 4 or All of the above

Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	
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	
<p>Solid Waste Management: The college has adopted various strategies to manage solid waste by practicing minimization, reuse, and recycling. Students creatively utilize waste papers, single-use plastic disposables, etc. for decoration at various college events.</p> <p>The college has the practice to use one-sided printed paper for internal communication and use reused papers in the institution. Bins are installed in every classroom for non-biodegradable waste.</p> <p>Students and staff are encouraged towards 'Bring Your Bottle', 'Bring Your Own Bag', and 'Bring Your cutlery' to minimize the use of single-use plastic on the campus.</p> <p>Waste recycling system: Wastewater coming out of the RO (Reverse Osmosis) system is reused in the washroom flushing system.</p>	
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

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

C. Any 2 of the above

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

<p>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</p>	<p>C. Any 2 of the above</p>
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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 college has various cultural programme that routinely schedule events that intend to raise awareness about India's rich heritage and cultural diversity.

NSS also actively work to facilitate enriching discussions and programmes around building harmony and tolerance and becoming appreciative of the diversity amongst the students and staff of college. The institute owing to their special needs and cater to it through infrastructural and institutional procedures. The college also organised multiple events for the 75th year of independence under the banner of Azaadi ka Amrit Mahotsav that enabled an exploration of Independent India's development from a multidisciplinary perspective.

The Institution takes efforts in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. The College is aiming at providing affordable and quality education to all layers of society. With this goal, there is a merit-based selection of students from all communities with different socio- economic backgrounds. Seats are reserved.

Following the reservation rules. The college understands the importance of providing an inclusive environment for an all -round holistic development and practices inclusion in every level from admission to management and administration. Student admission is based strictly on merit and following government reservation rules irrespective of language, religion or caste. Students from diverse cultural background form the strongest pillar of the institution. It is open to celebrate different religious and cultural festivals.

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

The institute organized a bridge course program for the semester 1 students at the beginning of the year academic year. The program caters to introducing the student to their subjects awareness.

Institute takes pride in imparting a higher education experience for its students an awareness on Constitutional and a respect for one's fundamental rights and duties.

We strive that all employees and students of the college share a commitment to being responsible citizens of the country.

Various programmes and activities are organised by Institute throughout the year for the same. College has an active National Service Scheme (NSS) unit where students engage in diverse community service programmes. The academic session of 2021-2022 witnessed a number of celebrations and competitions by the NSS for awareness building on a vast array of issues, like 'International Day of the Girl Child' in which students made informative videos on various government schemes such as Ladli Scheme, Beti Bachao Beti Padhao etc. The National Cadet Corps (NCC) unit of the college is dedicated to creating a 'sense of patriotic commitment' for national development.

The NCC cadets participate in various camps throughout the year like Republic Day Camp, and the Ek Bharat Sresht Bharat Camps.

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

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	No File Uploaded

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

The Institution organizes national and international commemorative days and festivals as best practices and social responsibilities. The students participate enthusiastically in celebration of these events and various cultural activities throughout the year. The institution believes that events and festivals should be celebrated as it is an important aspect of learning and instilling in students a strong sense of cultural identity.

Independence Day and Republic Day are observed by hoisting the Indian national flag and singing the National Anthem.

Other important like the Teachers' Day, on 5th September, is celebrated both at the departmental and college level with various cultural and other programmes.

The Women's Cell of the college celebrates the International Women's Day (8th March) by inviting eminent speakers who shed light on the relevance of commemorating this day. Cultural programmes and discussions are held to honour the historical and contemporary struggles of women for empowerment.

International Mother-language Day is observed on 21st February through academic programmes.

Birth Anniversary of Mahatma Gandhiji was celebrated on 2nd October organized by college.

College also celebrated Yoga Day on 21st June by organizing an online International Yoga.

Sports day was also celebrated on 29th August by Physical Education Department.

Basant utsav/Saraswati puja was also celebrated physically by our students and teachers.

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.

BEST PRACTICE 1

The first programme initiated towards this practice is the "Dengue Awareness and Garments Distribution Programme" in which a health officer shall inform the locals about Dengue, its causes, ways of prevention, cure and medication. Following that is the distribution of mosquito nets to the villagers and also garments distribution for the men, women and children by the college.

BEST PRACTICE 2

Title of the Practice: Career Counselling

The objective of this practice is to train young students to be able to make right career choices and also be leaders in all walks of life, who shall play a vital role in bringing about the desired

change for the betterment of the people.

Career counseling measures the individual levels of students such as personalities, strength, abilities, capabilities, values, emotional, cognitive, physical and psychological characteristics with the world of work in the society.

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

The college has been shouldering its responsibility of spreading education among first generation learners in its primary years, which later developed into a commitment to impart quality higher education along with a holistic development to the large number of students it caters to.

The institute has never discriminated against gender, religion, language or caste and has treated each stakeholder with equal dignity.

Institute organizes events that reinforce the institution's larger vision and mission to provide empowering education to the young learners.

The Women's Cell actively organizes various programmes and holds discussions and interactive sessions on gender equity and sensitization.

The Cell Against Sexual Harassment and the Grievance Redressal Cell take care of any complaints lodged by any student about any untoward incident.

The institute organized a bridge course program for the semester 1 students at the beginning of the year academic year. The program caters to introducing the student to their subjects awareness.

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

- To recognise the achievement of the Faculty, particularly in the field of research.
- To enrich and redesign the Mentor Ward System in light of NEP 2020
- To facilitate the implementation of the New Education Policy 2020 in the College by way of Orientation Programmes for faculty members.
- We plan to implement a certificate course on computer training for the students.
- We plan to implement a certificate course on spoken English for the students and staff.
- We plan to sign a Memorandum of Understandings (MOU) with other college.