



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	GOVERNMENT ARTS AND COMMERCE COLLEGE KHERGAM
• Name of the Head of the institution	DR. SANJAYKUMAR MAGANLAL PATEL
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	0261296333
• Mobile no	9408074180
• Registered e-mail	gacckhergam@gmail.com
• Alternate e-mail	dr.sanjaykumarmpatel@gmail.com
• Address	SARASIYA FALIYA KHERGAM
• City/Town	NAVSARI
• State/UT	GUJARAT
• Pin Code	396040
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)						
• Name of the Affiliating University	VEER NARMAD SOUTH GUJARAT UNIVERSITY SURAT						
• Name of the IQAC Coordinator	DHARAMRAJ EKNATH TEMBHARE						
• Phone No.	7588880385						
• Alternate phone No.	9099733372						
• Mobile	7588880385						
• IQAC e-mail address	raj.tembhare@rediffmail.com						
• Alternate Email address	parmarjigar512@gmail.com						
3.Website address (Web link of the AQAR (Previous Academic Year)	https://khergamcollege.edu.in/iqac/naac/aqar-2020-21.html						
4.Whether Academic Calendar prepared during the year?	Yes						
• if yes, whether it is uploaded in the Institutional website Web link:	https://khergamcollege.edu.in/student-corner/academic-calander.html						
5.Accreditation Details							
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to		
Cycle 1	B	2.03	2019	09/08/2019	08/08/2024		
6.Date of Establishment of IQAC	25/07/2018						
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			
0	0	0	1	0			
8.Whether composition of IQAC as per latest NAAC guidelines	Yes						
• Upload latest notification of formation of IQAC	No File Uploaded						

9.No. of IQAC meetings held during the year	2	
<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)		
1 ONLINE/OFFLINE SEMINARS 2 PLACEMENT FAIR 3 SOFT SKILL DEVELOPMENT 4 FACULTY DEVELOPMENT PROGRAMME 5 EDUCATIONAL TOUR		
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	
1. GUIDENCE FOR GPSC AND OTHER COMPETITITIVE EXAMS	DONE	
2. ONLINE /OFFLINE SEMINARS	DONE	
3. QUALITY ENHANCEMENT FOR FACULTY AND STAFF	DONE	
4. S.S.I.P.	DONE	
5. SOCIAL ACTIVITIES	DONE	
13.Whether the AQAR was placed before statutory body?	No	
<ul style="list-style-type: none"> Name of the statutory body 		

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	31/01/2022

15. Multidisciplinary / interdisciplinary

Government Arts and Commerce College Khergam, has been functioning since 1992, which is 32 km from district place Navsari with the objective of providing holistic, qualitative, and practical education to students from a global perspective. The college provides excellent education and facilities to students from the tribal community to cope with the new era and achieve professional success. The institute has the vision to introduce a science stream along with existing Arts and Commerce to impart value-based, multidisciplinary education with a scientific temperament. The institute offers Gujarati, Hindi, and English as compulsory subjects and Sanskrit, Gujarati, Hindi, Sociology, Economics, and History as secondary subjects and psychology as secondary subjects in the arts faculty. Commerce stream provides Gujarati and English as compulsory subjects and Advanced Accountancy and Auditing as major subjects and Banking and Statistics as minor subjects. National Service Scheme (N.S.S.) through its various activities tries to advance the students of Arts and Commerce faculty in the path of value-based, academic, cultural and economic progress. Under this scheme, through regular and special camp activities efforts are made to develop the spirit of social work, preservation of the environment, personal safety and security, teamwork, awareness of indigenous culture, and sports etc. The volunteers conduct a survey of the village which aims to know the issues and resolve the problems of the villagers. The institution organized a 'nature camp' to get exposure of employment opportunities like fish farming, beekeeping, plantation of various fruits and medicine, solar plant, conservation of wildlife etc. The institute is constantly striving to provide opportunities for multiple skills along with academic studies.

16. Academic bank of credits (ABC):

There is no Academic bank of credit system in Academic year 2021-2022

17. Skill development:

Government Arts and Commerce College, Khergam was established in 1992 with the aim of holistic development of the students located in the tribal area. The various days celebrated in the institution help in strengthening soft skills. The college organized a one-day free 'Sarvarog Nidan Camp' under the theme 'Health and Ayurveda' on Mahatma Gandhi's birth anniversary celebration to step forward to build a healthy society. Online and offline quiz series organized by the college help to improve the student's knowledge and understanding of ethical constitutional values. The institution provides the venue for Mahadev Enterprise Surat to organize free classes for competitive exams like GPSC and UPSC under 'Vanbandhu Kalyan Yojana', Tribal Sub Plan Yojana, Vansada with the purpose enhance the skills to get employment opportunities to the students from tribal society. National Service Scheme's annual camp was organized to focus on Organic Farming and Environment Awareness. The aim of which is that the students of the tribal society understand the value of discipline, dedication and learn the lessons of self-reliance and cleanliness. Finishing school is an initiative by the college to enhance the life skills, employability, and English language skills through 100 hours of training categorized into four components.

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

Government Arts and Commerce College Khergam focuses to transmit Indian knowledge through languages like Gujarati, Hindi, Sanskrit, English etc. The institute used both offline and online materials to impart knowledge of the Indian language and culture. Various programs were organized by the institute to promote the Indian Knowledge system through Indian languages and culture. For example, the Sanskrit department organized online 'Sanskrit Shloka Gaan' and reading to inform the students about the importance of the Sanskrit language. On the occasion of the 125th birth anniversary of Zaverchand Meghani by the Gujarati department, the students were informed about the contribution of Zhaverchand Meghani in the Gujarati language through a PPT, audio clip and recording. The Hindi department organized offline lectures and presented contemporary ideas about the importance of Hindi. The institute encourages the faculty to participate in training like OP, RC, FDP, Workshops, Seminars etc. from time to time to make the teaching work effective in the classroom. Teachers use the bilingual method to simplify the concepts/ideas of one language to Gujarati, Hindi, Sanskrit and English languages. For the preservation and promotion of Indian languages, various programs related to that language are held in the institute from time to time. For example, a Sanskrit handwriting

competition, Sanskrit Sloka competition, Sanskrit quiz competition, Essay competition, and exhibition of ancient books of Sanskrit were conducted to inspire the students towards the Sanskrit language as well as to preserve and promote tribal languages like Dangi, Dhodia, Konkani and other endangered languages. The 'World Tribal Day' was celebrated and organized competitions like folk songs, folk dance, proverbs, and marriage songs to explain the importance of tribal languages to the students. Traditional festivals like Guru Purnima and Vasant Panchami were celebrated in our institute to preserve Indian ancient traditions. According to Indian ancient traditional knowledge, nature is the primary source of knowledge so the institute organizes Nature Camp under 'Wild Animal Week' with the aim of providing the knowledge and importance of wild animals to preserve and maintain natural resources available around us. Rakhi making, and Rangoli competitions were organized in the institute to promote Indian tradition and art skills among the students. The institute organizes various lectures every year imparting knowledge of Indian languages and culture in which the students are informed about the contributions made by ancient Indian scholars, poets and philosophers.

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

Government Arts and Commerce College, Khergam offers degree courses in Arts and Commerce. The college ensures to conduct several programs like finishing school, N.S.S., Saptadhara, Sports, SSIP, Innovation Club, Udisha, Career Council etc. to transform the university curriculum towards outcome-based education for the holistic development of students. The institution has organized finishing School Training for 38 students to impart life skills and English-speaking skills during the academic year 2021-22. During the training, students learned to use life skills, interview skills, time management etc. with practical sessions to get a job when they pass out from the college. N. S. S. camp develops leadership, team spirit, unity etc. and the volunteers conduct the survey of the chosen village to know the problems faced by the villagers and suggest possible solutions to overcome them in the future. One of the volunteers of N.S.S. Damayantiben Manaharbhai Patel has received state level best volunteer award for 2020-21. The Innovation club in the college is actively working for the students' development. 07 students participated in the state-level innovation program, among them, two students got job offer letter from the state education minister. 6 students got selected for the national-level innovation program. Two faculties and 20 students got training from the Vernacular Innovation program initiated by the education department of the government of Gujarat for block coding and animation. 30

students participated in the Job fair placement organized by Uddisa placement in the college where 5 students got the job. The institution tries to organize employment-oriented, knowledge-oriented and motivational lectures, seminars and webinars throughout the year. Teachers use digital smart classrooms to make the teaching-learning process easier and simple for the students. Students get the chance to acquire computer knowledge using the computer lab. Teachers and students have access to Microsoft Teams for the online teaching-learning process which helps to share material related to the syllabus before and after conducting the class. Teachers frequently participate in online and offline seminars, faculty development programs, orientation and refresher courses to enhance their knowledge.

20.Distance education/online education:

Government Arts and Commerce College, Khergam conducts the admission process through online mode in which all the students submit their admission forms and pay the fee online. The teachers successfully delivered online lectures during covid-19 with the help of Microsoft Teams. Necessary videos and website links related to the syllabus were shared with the students by the teachers. Internal assessment tests were conducted by the college through online mode with the help of Google forms during the academic year 2021-22. First and second-year student's university exams were conducted through online mode and third-year student exams were conducted offline. Students were provided various links to join the lectures, online training programmes, and seminars conducted by the university or the education department of the state government. During this year the college library was made digital which can be called a medium of online education. Various competitions were also organized by the college and many students participated and performed in them online. Academic work was successfully completed through online and offline modes by the college principal, teachers, college administrative staff as well as all the students of the college.

Extended Profile

1.Programme

1.1

7

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

File Description	Documents
Data Template	View File

2.Student2.1 **602**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **178**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 **162**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **16**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **24**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	7
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	602
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	178
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	162
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	16
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	24
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	20
Total number of Classrooms and Seminar halls	
4.2	2.5
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	28
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	
<p>Government Arts and Commerce College, Khergam is a state-run college established on 28/10/1992. The College is affiliated to Veer Narmad South Gujarat University, Surat. The College receives an academic calendar from the University at the beginning of every academic year. The timetable committee of the college prepares the timetable for teaching all the subjects as per University guidelines. The Board of Studies of the concerned subject of Veer Narmad South Gujarat University, Surat, prepares the curriculum that will be followed by the affiliated colleges. Our college receives circulars, letters and emails from time to time from the University regarding any changes in the curriculum. The Principal informs the concerned teachers about the changes and gives them a copy of the circular. The University and the College authorities are proactive in ensuring that the faculty understands the curriculum properly. The heads of the departments instruct the faculty members to deliver the syllabus within a stipulated time. The College conducts remedial classes for academically weak</p>	

students in English and accountancy. The librarian and the teachers work together to ensure that the students have access to all the books prescribed by the University. The College ensures effective implementation of the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.khergamcollege.edu.in/wp-content/uploads/2020/03/Academic-Calander-2021-22n.pdf

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

The institute attempts to make effective use of the continuous evaluation system for the nurturing and guidance of students. The College takes every opportunity for early identification of any learning challenges faced by the students so that we can provide necessary assistance in the form of counseling, guidance, remedial classes or one-to-one coaching with the intention to let every student get the opportunity to thrive in the college environment. Assessments are not only confined to academics. The teachers have the chance to rate the students on many aspects such as their attendance in classes, behavior towards the teachers, effective use of college facilities, and participation in co-curricular activities. Teachers regularly conduct class tests, debates, and group discussions and the students can meet their teachers during office hours. Students who lag behind in academics are offered remedial classes or extra classes to help them catch up and make the best of the university curriculum. However, there are certain forms of assessment that directly reflect on the end-semester mark lists. This includes 5 marks for attendance above 80%, a maximum of 10 marks for their performance in the mid-semester internal examination, and 5 marks for timely and good-quality assignment submission.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.khergamcollege.edu.in/wp-content/uploads/2020/03/Academic-Calander-2021-22n.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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

2

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

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****2**

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

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**138**

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**

Government Arts, Commerce and Science College, Khergam has 6 main subjects- Gujarati, Hindi, Sanskrit, Economics, Sociology, and History and as subsidiary subjects, Gujarati, Hindi, Sanskrit, English, Economics, Sociology, History, Psychology and 3 compulsory languages Gujarati, Hindi, English and 3 subjects Environment, Classical Sanskrit, Population Education are studied as compulsory subjects.

There are 6 different subjects in the commerce stream like Advance Accounting and Auditing, Business Regulation Framework, Business Administration, Banking, Economics, Statistics etc. The entire curriculum is prepared by Veer Narmad South Gujarat University Surat.

Language subjects in college mostly include human values like love, humanity, kindness, community spirit, peace, unity, friendship, harmony, compassion, renunciation, and sacrifice in the curriculum.

Various subjects under social sciences like economics, sociology, history and psychology include values like gender equality, environmental values, sustainable development, professional ethical values, and sustainable development. Different subjects of the stream of commerce propose professional and ethical values.

Subjects like environment and population education initiate values of the environment and environmental challenges, values of sustainable development and gender equality.

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

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

0

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

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

0

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://khergamcollege.edu.in/student-corner/feedback-form.html
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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.khergamcollege.edu.in/student-corner/student-satisfaction-survey-2018-19.html

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**

266

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**

586

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**

Government Arts and Commerce College, Khergam, is located in a rural area. A large number of students are from the scheduled tribe. The college classroom is a mix of students from different skill groups. The basic skills of the various students coming to the college can be traced back to their social, economic as well as cultural heritage. It is difficult to cover all aspects of syllabus decided by the affiliated university in such a mixed classroom within the time limit. One approach is unable to work well to the comfort of every student in the class. Thus, students are divided into three groups in terms of education such as advanced learners, average learners and slow learners. It is observed that, advanced learners are self-supporting, average learners are independent but slow learners need extra aid in and out of the classroom. Teachers are aware of each student's academic abilities but avoid labeling them as a specific type of learner. Teachers try to closely monitor the learning quality of the students. Various activities are conducted by the professors

for the slow learning students at the college level such as remedial classes, individual counseling, group discussion, internal assessment test, activities conducted by library, N.S.S. Camps, Sports week, Quizzes, Book Exhibitions etc.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html
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
602	21

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

Government Arts and Commerce College, Khergam, is affiliated to South Gujarat University and emphasises teaching through a student-centered approach. The college faculty encourages them to engage in various activities and try to recognize their individual issues in order to provide the assistance necessary. The college provides students with a basic understanding of the subject at the beginning of the semester keeping an eye on the aims and objectives of the courses defined by the university. Teachers facilitate student development by providing PPT presentations Audio-Visual lectures, Smart Classrooms, Industrial Visit, survey and fieldwork (during N.S.S. camp).

Seminars, webinars, essay writing, translation activities, calligraphy, slogan writing, elocution competition, poetry reciting, and book introduction are carried out every year at the college level to bring out the skills in the students as well as to encourage them, boost their confidence, develop writing skills and develop an interest in research activities. Group discussions and debates related to current issues are organized for the

students. The relevant topics are discussed, and the information is analyzed based on students' responses. The college is constantly striving to cultivate decision-making ability and leadership qualities in students, hence they are involved as representatives in various committees of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html

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

The physical distance of the world today is shrinking because of technology. In the computer age, information from all over the world can be obtained through the Internet from any corner of the world today. Teachers of Government Arts and Commerce College, Khergam are constantly striving to educate students as per the schedule with the help of two ICT-enabled smart classrooms as well as two classrooms with a smart TV. Sufficient numbers of computers and printers are available in the college. Students can access free Wi-Fi in personal laptop, tablet, and smartphones as well as make use of the internet connectivity in the computer lab and the library. The college library has subscribed to the N-List program of INFIBNET for e-resources such as e-books, e-journals, database etc. The teachers use PowerPoint presentations for effective presentation of various topics. The teachers have carried out the online classes with the help of MS-Teams application during the Covid-19 along with quiz, webinars, seminars and exams regularly through Zoom, Google Meet, Webex, and Microsoft teams. The college organizes expert lectures and schedules competitions on relevant topics for the holistic development of the students using computers and smartphones. The teachers conduct online quiz on the birth/death anniversaries of great leaders with the hope of inspiring the students through the knowledge of the lives and works of great personalities.

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

21

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

2.4 - Teacher Profile and Quality

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

21

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

9

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

152

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.

Government arts and commerce college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission. Unit tests are conducted regularly as per the schedule given in academic calendar. Personal guidance is given to the poor performing students after their assessment. For transparent and robust internal assessment, the following mechanisms are conducted.

- Internal Examination Committee.
- Question Paper Setting.

- Conduct of Examination.
- Result display.
- Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html

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

Continuous Internal Evaluation begins to operate from the time of admission. The newcomers are guided by the admission committee to opt for the subjects on the basis of their choice and performance at the H.S.C. Examination. A brief oral interview, if needed is also taken at the time of admission of these newcomers to assess their ability to let them choose their subjects. The college holds an Orientation Programme, especially for newcomers. A brief introduction of the students is followed by the introduction of the principal, teachers and the nonteaching including the outsourcing staff. This Orientation Programme begins with a brief academic history of the college, with reference to the significant achievements, the rules and regulations both academic and administrative, various activities like NSS, Saptdhara, Udisha, Cultural activities, Finishing School and Vocational Course under RUSA Component -12 in addition to the initiatives the college is likely to undertake throughout the year. It is mandatory to include all the students of the college, each at least in one dhara (stream). The head of the institution and the head of each department are harmoniously in regular touch with students. To ensure maximum attendance of the students, weightage is given to the attendance. Out of the total 20 marks allotted Internal Examination, 5 marks are reserved for attendance and 5 marks for the assignment. Besides, assignments from the students are also collected prior to their Internal Exams so that they get adequate

exercise for the Internal and University Examinations as well.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.khergamcollege.edu.in/igac/naac/aqr-and-documents-2021-22.html

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.

A report on the teaching activities carried out by the institute during the academic year 2021-2022 as well as various other activities for the personality development of the students. Photography with reports are displayed on the website of the college. The discussions are held with the students on the syllabus framed by the Veer Narmad South Gujarat University by the professors teaching various subjects in the college. Students are provided information on subject related courses through WhatsApp group And hard copies of internal and university examination results. The college communicates freely with the student union each year about programs to be conducted throughout the year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.khergamcollege.edu.in/courses/programme-outcomes.html
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.

Government Arts and Commerce College, Khergam is affiliated to Veer Narmad South Gujarat University, Surat and the system for measuring the level of achievement of the results of the course and program decided by the university. In the beginning of each academic year, the teachers are provided with a list of the students who have opted to study the subject taught by them. The teachers keep track of the progress made by the students with the

help of the list. Study materials, including reference books, are provided by the professors with the help of the library considering the syllabus of that subject and the requirements of future employment.

Teachers engage their subject classes throughout the year and constantly strive to complete the course on time. These assessments and tests are done through quizzes, assignment writing, other class work, etc. The question paper of the subject is used to test the knowledge of the students from each unit of the prescribed course. Internal evaluation is measured by the attendance, test and assignment submitted by the student, which is added in the university mark sheet with their overall result.

The university has recognized Dr S.M. Patel, from the Department of Economics of Government Arts and Commerce College, Khergam as a research guide. Five students are currently doing research work under his guidance.

Feedback from Alumni, parents and students are taken to overcome any deficiencies felt at the college level in the teaching-learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html

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

143

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://khergamcollege.edu.in/student-corner/student-satisfaction-survey-2018-19.html>

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	No File Uploaded
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

1

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

0

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

The college has an environment to nurture the student's innovative ideas through various programs and activities throughout the year. Students get chance to participate in one of the Seven Streams which provides them an opportunity to enhance their creativity. Students Startup and Innovation Policy (S.S.I.P.) conducts the activities of making innovative and decorative items like rakhi, necklaces, earrings etc. to bring out their creativity and demonstrate it to all students. It helps to promote their latest ideas and set them as entrepreneurs.

A training program for 148 students has been organized to get more insight into the area of 'Co-operative Societies' in the institution from 13/09/2021 to 18/09/2021. A seminar on "GST and GST as a Career" was organized for the institution's students on 12/03/2022. The College has provided the venue with facilities to organize written and physical training program for competitive examinations to Mahadev Enterprise, Surat under Adivasi Vikas

Vanbandhu Kalyan Yojana from 10/02/2022 to 13/03/2022. The institution has an active Innovation Club to support innovative ideas and startups. Thus, every possible effort is made by the institute for the future development of the students.

One day Summer Induction camp under Inovation Club heald at Our College whereintotal 12 colleges of Navsari district were participated. In this workshop student learnt aboutBasic Electronic kit, Mechanical kit, Energy Conservation kit, VR Glob Kit, and Telescope kit

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.khergamcollege.edu.in/activities/inovation-club.html

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

11

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

3.3 - Research Publications and Awards

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

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

03

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

0

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

Government Arts and Commerce College, Khergam attempts to increase the participation of students in the Indian democratic electoral process by appointing a Campus Ambassador at the college campus

during the academic year 2021-22

One of the N.S.S. volunteers Chetankumar Madhubhai Patel took part in State Level Pre-R.D. Selection Camp at Gir Somnath Dist-Prabhas Patan and got selected for the Pre-R.D. Camp at North Maharashtra University, Jalgoan from 12-10-2021 to 21-10-2021.

Tarunbhai Aswinbhai Patel represented Veer Narmad South Gujarat University in the 'National Integration Camp' (NIC) held at Asam University, Silchar from 26/04/2022 to 02/05/2022.

The N.S.S. volunteers of the college cleaned and offered petals of flowers on the Mahatma Gandhi statue near Dasera Tekri, Baba Saheb Bhimrao Ambedkar statue at Dharampur Char Rasta and Birsa Munda statue at Janata Madhyamik and Uchcha Madhyamik School, Khergam to pay homage to the country's great leaders on account of the "Martyr's Day".

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/activities/nss/nss-all-activities-year-wise.html
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

4

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

31

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

1620

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

2

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 college campus spread over an area of 40772 square meters. The total built-up area of the college building is 3924.17 square meters, including boys' hostel, staff quarters and principal's bungalow. The college has about 20 spacious, well-ventilated classrooms with boards. Four of them are Smart Classes with smart Android TV as well as digital podium, projector and internet. One room is equipped with a video conferencing system. The library in the college is equipped with study materials - textbooks, reference books and books on competitive examinations. The college library has subscribed to N-list (e-resource) for staff and college students. GSWAN and B.S.N.L fiber optic broadband connectivity are available for access to online resources and net

surfing, in addition to which 7 Wi-Fi points have been installed in the college building. College has allotted separate rooms for Computer Lab, Seminar Hall, NSS Room, Internal Complaints Cell, Equal Opportunity Cell, Sports Room, Gym Center, IQAC Room, Alumni Office, Principal's Chamber, Administrative Office, Examination Superintendent's Office and Exam Strong Room. Boys hostel with a capacity of 132 beds is in use for students. Ample number of washrooms with required facilities are available for girls and boys as well as separate wash rooms for gents and ladies staff. A separate girls' common room with basic amenities and essentials is also available. The college has an RO purifier to provide cold and safe drinking water to the students.

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 college has its own 80 X 90 mts playground capable of accommodating four outdoor games at a time. The college organizes various indoor and outdoor sports and events such as carom, chess, cricket, hockey, volleyball, kho-kho, kabaddi and athletics such as running, javelin throw and discuss throw. The college has the following sports items: weightlifting road (steel), dumbbells road, Nivea vega football, Nivea P.U. volleyball, one piece volleyball, rubber plate for exercise, running block, shin guard, hockey stick, hockey gloves, marking disc, hockey ball, volley ball net, volley ball pole, stopwatch, air pump, cricket kit bag, volleyball antenna, batting gloves, abode guard, cricket bat, cricket stump, javelin, chest guard, thigh guard, shuttlecock, measure tape, high jump stand, line marker machine, cricket helmet, chess board, carrom board etc. There is also a well-equipped gym center for students and academic and non-academic staff in campus to improve their physical health. College students participate in various competitions at inter-college and state levels. The college has its own musical instruments like tabla, harmonium dholak, khanjeri and five pairs of cymbals as well as a portable sound system as per the need which are used by the students during the cultural activities.

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.

05

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)

0.26

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)

The College Library plays an important role in the collection and development of academic as well as scientific information and in

meeting the educational and reading needs of students, academic and non-academic staff. The College Library has a rich collection of textbooks related to the curriculum running in the college, reference books on different subjects, on general knowledge, competitive examination, religion and personality development as well as general reference books such as Dictionary, Gujarati encyclopedia, Bhagwadgomandal, environment encyclopedia, maps etc. The library has a collection of over 16,500 books and the collection is constantly increasing every year. The college has subscription for around 21 periodicals / magazines as well as newspapers like Gujarat Mitra, Divya Bhaskar, Sandesh, Damanganga, Times of India, The Hindu and Navbharat Times. In addition to this, the N-LIST program of INFLIBNET (Information and Library Network Center, Gandhinagar) for E-Books, E-Journals and Database has been also subscribed by the College Library. Teachers and students have been provided user ID and password for its access through which they can retrieve E-Resources from the college library, computer lab or even from outside the college campus. Professors, administrative staff and students use the library for their educational needs, acquire general knowledge, personality development and research. The College Library is partially automated using the software SOUL3.0 developed by the Integrated Management System INFLIBNET. The library continuously caters to the need of teachers, students and administrative staff by issuing reading materials on varied subjects.

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

A. Any 4 or more of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)****0.28**

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****20**

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**

The Principal requests for the necessary equipment to the Commissioner of Higher Education, State of Gujarat as per the need to build IT infrastructure in the college. Microsoft Windows 10 pro version is available in 20 computers of the institution. The college is equipped with 2 types of Wi-Fi in which 7 access points of NAMO Wi-Fi are placed in the college building. BSNL Fiber Optic Broadband Connection is used in the administrative office, classrooms, smart classes, IQAC, NSS, RUSA, Sports Room, Library etc. as well as by teachers and students to access E-Resources. The college also has GSWAN connection for IFMS and its 21 sub points which are used for internet facility by students and faculty as well as administrative staff. Wi-Fi/ internet facilities are regularly maintained and updated by the college. The service providers uninstall outdated features, update latest

features and application of antivirus software, printer, xerox, scanner etc. INFLIBNET provides, maintains and updates the integrated library management system - SOUL3.0.

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

4.3.2 - Number of Computers

28

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	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)

6.14

File Description	Documents
Upload any additional information	No File Uploaded
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 college is a government institution. All the facilities of the college are provided by the Government of Gujarat. The construction, maintenance, repair, etc. of the building is done by PWD.

IQAC committee has been formed at the college level which suggests appropriate recommendations and plans for the college's academic and physical use. Various committees have been formed to assist IQAC.

The college has a sufficient number of class rooms. Classrooms are used for lectures and other educational activities such as group discussions, presentations, seminars and workshops. Classrooms are regularly cleaned by the cleaning staff.

A list of the equipment required for sports is prepared and quotations are requested to purchase the equipments. The college has grounds for Kabaddi, Khokho, Cricket, Basketball and Foot Ball as well as good facilities for indoor sports like chess, carom, table tennis, etc.

Recommendations for books/magazines are requested from the teachers for purchase of library books, magazines etc. and the prepared list sent to the principal for approval. First-year students are oriented to make the library easier to use. Library conducts the Orientation program for first year students to use of library. Students and staff are given a user ID and password to access subscribed e-books, e-journals and databases. They can access the subscribed resources from the library, college campus or remote area.

The computers are purchased for computer lab by the Knowledge Consortium of Gujarat. Total 28 computers are in use for academic,

administrative and examination-related work.

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

520

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 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	B. 3 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	
206	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
206	
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	C. Any 2 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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

1

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

37

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

3

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

5.3 - Student Participation and Activities

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

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

3

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)

Class Representatives: all classes have one or two students designated as class representatives. They are responsible for representing any issues related to academics/non-academics to concerned HoDs/Class teacher. Principal interacts with class representatives' at-least once during the semester. Cultural and Sports Committees: Students have strong representations in all cultural and sports committees. They help in organization and management of events. Hostel Management Committees: Students provide strong support in the administration and management of hostel affairs.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/igac/nacc/agar-and-documents-2021-22.html
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

8

File Description	Documents
Report of the event	View File
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

Though this institution is located in tribal area, it has a great contribution in the educational development of the rural students. Many alumni of this college are well known in their respective fields i.e. Politics, Education, Judiciary, Literature, Sports, Agriculture, Business and Industry, Social Work and Public Speaking. It helps our institution in academic planning, placements of students, career guidance and technological guidance. It has not registered as a Society, but the Institution gets every possible cooperation from Alumni Association. The institute invites alumni meeting every year with the convenience of the institution and alumni. In this meet the alumni get chance to reconnect with the Alma mater and old friends. This is the best platform for networking and sharing new trends and current happenings in the corporate world. These inputs are helpful to academicians for molding aspiring students. Alumni Association takes an active role in planning and organizing "Annual Day" as well as the branding of institute.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html
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

Government Arts and Commerce College, Khergam is dedicated to imparting holistic education to students. The Institution provides quality education with minimal fee structure. The institution ensures working environment for SC/ST and minority students. The library resources are available online and offline for the students and teachers. Underprivileged students get hostel facility within the campus in order to reduce the dropout ratio. Principal care fund assists financially weak students to carry out the education. The finishing School training programs prepare students to get various skills needed for personality development and job. Teaching and non-teaching staff are updating the skills and knowledge through faculty development programs, faculty induction programs, refresher courses and training to transmute it into the students effectively.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html
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.

Government Arts and Commerce College, Khergam initiates and accomplishes many practices. We conduct various extracurricular activities, starting from the Admission Festival to the Annual Function, with a view to empowering the students by augmenting their employability, besides training them to grow into worthy citizens of the nation. These initiatives cover a wide range of activities as under: 1. National Service Scheme (N.S.S.) 2. Saptdhara 3. Gyandhara (Knowledge Dhara) 4. Geet -Sangeet Nritya Dhara (Song - Music and Dance Dhara) 5. Natya Dhara (Drama Dhara)

6.Vyayam Yog Khel Kud Dhara (Sports Dhara) 7.Sarjanatmak Abhivyakti Dhara (Innovative Dhara) 8. Rang Kala Kaushalya Dhara (Skill Dhara) 9. Seva Samudai Dhara (Service Community Dhara) These activities are regularly practiced with a prime objective to bring about holistic development of the students, enable them to widen their horizon, compete with the rapidly changing scenario at the global level. Sustained efforts are also taken to seek their active participation both in the curricular, co-curricular and the extra-curricular activities, while laying emphasis on their personality development.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Government Arts and Commerce College, Khergam is dedicated to imparting holistic education to students. The Institution provides quality education with a minimal fee structure. The institution ensures working environment for SC/ST and minority students. The library resources are available online and offline for the students and teachers. Underprivileged students get hostel facility within the campus in order to reduce the dropout ratio. Principal care fund assists financially weak students to carry out the education. The finishing School training programs prepare students to get various skills needed for personality development and job. Teaching and non-teaching staff are updating the skills and knowledge through faculty development programs, faculty induction programs, refresher courses and training to transmute it into the students effectively.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.khergamcollege.edu.in/iqac/naac/agar-and-documents-2021-22.html
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 Institution is a government college which comes under the jurisdiction of the Gujarat state government. The Principal and the teaching and non-teaching staff are appointed by the Gujarat Public Service Commission. Visiting faculties and outsource staff are appointed by the principal as per the rules and regulations of the education department, Government of Gujarat. The Principal is the highest authority at the Institution coordinating administrative office and teaching staff. The administrative office under the authority of head clerk supervises the financial matters, admission process, scholarship and correspondence with the higher authority. Academic staff in consultation with the principal and administrative staff regulate teaching, learning and research activities. The service rules for the employees conform to those mandated by the UGC, affiliated university, and the state government.

Internal Quality Assurance Cell (IQAC) with the heads of various departments settles on a plan of action and implements it with the help of various committees formed in the Institution. Every committee has specific responsibilities for the smooth functioning in the Institution. There are committees like Green Initiatives and Campus Decoration devoted to maintaining green and clean campus. Basic Infrastructure Committee, Estate management Committee, Planning and Development Committee are dedicated to maintaining and developing the physical aspects of the Institution based on the plans made by IQAC. Admission Committee, Timetable Committee and Examination Committee constantly try to schedule and finish all the necessary tasks before deadlines. The Institution has around 30 committees for effective planning and execution of the plans.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html
Link to Organogram of the institution webpage	Nil
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	No File Uploaded
Screen shots of user inter faces	No File Uploaded
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

Government Arts and Commerce College, Khergam has effective financial, physical and social welfare measures for teaching and non-teaching staff. All the teaching and non-teaching staff get the benefit of provident fund since they join the institution. The benefits of pension, casual leave, duty leave, medical leave, medical bill reimbursement, and group insurance are provided by the institution as per the rules of the state and central governments.

The institution has enough living quarters for teaching and non-teaching staff on the campus itself. Gym and indoor games facilities are accessible to the students and staff to refresh and relax physically and mentally. Internet connection in computers as well as Wi-Fi facility in the campus are available for staff to cater to the needs of administration, teaching, learning and research. The college always encourages the staff to attend

workshops, conferences, Faculty Development Program, Faculty Induction Program and Refresher courses, Short term courses and so on at the national and international levels and bears the financial expenses for the same.

The Institution unfailingly provides maternity and paternity leaves with salary to both teaching and non-teaching staff. Women employees can access the common room while they are in the college. Canteen is available on the campus to provide food and snacks at reasonable prices to the staff and students. The teaching and non-teaching staff of the Institution have committees to provide a platform for listening to complaints and redressal of grievances.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html
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

0

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

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)	No File Uploaded

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

The Institution received performance appraisal report duly filled by the teaching and non-teaching staff. Everyone from the staff provides details of activities conducted and participated during the assessment period. The principal verifies the report and

remarks based on the assigned duties and the work actually carried out by the staff. The prescribed proforma of assessment for employees under probation period consists of two parts: the first dedicated to personal details and the second to the brief reporting of duties and responsibilities carried out in the academic, research and other extracurricular fields. The performance appraisal report for the staff who complete their probation comprises four sections: the first dedicated to basic information, second section focuses on brief description of duties carried out by the employee. The third one states the responses relating to the accomplishments of the work plan and unforeseen tasks. The last section includes reviews by the principal and higher authority of the education department of the government of Gujarat with respect to the work output, extraordinary contribution and any comment as well as total marks of the overall assessment. The assessment and appraisal system provides an opportunity to self-assess and enhance performance in the process of teaching, learning and administration. The report of the employee who is under the probation period is used to decide whether the employee can continue in service and for promotion to the employee who has completed the probation period.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html
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

Internal and external audits are conducted regularly. The internal audit of the college is done by the chartered accountant, appointed by the college on annual basis. The external audit is done by the Government of Gujarat. Complete transparency is maintained both in the internal and external audits. All the parameters related to audits are well maintained by the college.

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 institution is a government organization which is funded by various bodies of the government. Apart from the government fund the college has created 'Principal Care Fund' which is solely managed by the institution. Any individual or the institute itself can contribute to the fund by cash, NEFT, check or online mode. By the end of the month of June of the academic year 2021-22, a total amount of Rs. 1482 had been deposited in the Principal Care Fund. The Fund was started with the intention of providing financial assistance in the form of short-term interest-free loans to college students. In the absence of social gatherings in the context of Covid-19, online events such as Alumni, parents' meetings are used to spread awareness about the fund.

The institution collects fund for blind every year on the account of World Blind Day. The collected fund will be transferred to the National Association for the Blind, Valsad, Dist.- Valsad. A total collected amount of Rs. 3360 had been deposited in the account of the National Association for the Blind during the academic year 2021-22.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/iqac/naac/aqar-and-documents-2021-22.html
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

IQAC suggests possible changes to improve existing systems for making maximum use of available resources in the institution. It has constituted different committees to deal with several issues to avoid any conflicts during the academic year. IQAC observes/organises national, International seminars /webinars birth and death anniversaries of great leaders to inculcate moral and educational values in the students.

IQAC promotes eco-friendly practices and environment-friendly initiatives as well as stresses sustainable campus decoration by planting trees in campus through Green Initiatives Committee. Basic Infrastructure Management Committee provides hurdle-free infrastructure for persons with disability. Sports Committee mobilises students for participation and creates awareness among students and staff about various global as well as local sports. Cultural Activity Committee organizes all co-curricular, extra-curricular and cultural activities including sensitization and awareness programs. The Timetable Committee prepares a master timetable as well as faculty-wise timetables. SC/ST and OBC cells ensure protection and reservation as provided in the constitution of India. Internal Complaint Committee ensures fair and timely resolution of sexual harassment complaints. The Collegiate Women's Development Committee, Admission Committee, Intellectual Property Cell, Anti-ragging and Discipline Committee, College Magazine Committee, House Keeping Committee, Equal Opportunity Cell, Minority Cell, Grievance Redressal Cell, Psychological Guidance Cell, Counselling cell, Student Career Counselling Cell, E-Cell are also actively working in the college. IQAC continuously tries to coordinate with all the departments, committees, cells and clubs to organize programs of different varieties to extend the boundaries of students' knowledge.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/iqac/naac/aqar-and-documents-2021-22.html
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

IQAC conducts meetings at regular intervals to review the teaching-learning process structure and methodologies of operations and learning outcomes. In the beginning of the academic year committee invites suggestions on the syllabi recommended by the affiliated University. The teachers get the opportunity to include in their teaching any related topics that they feel would help the students to form a wider understanding of the topics. Every faculty is directed to prepare lesson plans in the beginning of the academic year. IQAC ensures the course completion within stipulated time and suggests for additional tests in the classrooms by the subject teachers. Remedial classes for weak students and revision of course content for the examination are integral parts of the learning process structure of the Institution. Apart from the lecture method of teaching, industrial visits, historical places visit, educational tour and nature camps are organised with the suggestion of IQAC and respective departments every year. IQAC takes initiative to find out the students who excel in particular skills and provide them chance to represent the college at collegiate, state or national level competitions and parades. It also helps to select NSS camp location keeping in mind the maximum possibility of extension activities within the society. IQAC coordinates with cultural and sports committees to bring out the best in the students by organizing cultural and sports events.

File Description	Documents
Paste link for additional information	https://www.khergamcollege.edu.in/iqac/naac/aqar-and-documents-2021-22.html
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of

B. Any 3 of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.khergamcollege.edu.in/iqac/naac/aqar-and-documents-2021-22.html
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)	No File Uploaded

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

Government Arts and Commerce College, Khergam, has been playing an important role in bringing out excellent citizens and a strong society and nation as an educational institution located in a tribal area since 1992. Various programmes are regularly held in the institute for the upliftment and development of the students. Uddisha Cell organises various trainings in the institute to encourage the students to get equal opportunities in the future. 44 students of Sanskrit from our college participated in an online programme organised for all the colleges in Navsari district regarding employment opportunities in Sanskrit subject by Sri Somnath Sanskrit University, Veraval, and Sanskrit Bharti Navsari on 25/ 06 /2021. The institute organised an online lecture by Dr. Ijan Vaidhya on the topic of GST on 01/07/2022.

The college and Valsad District Cooperative Sangh jointly organised the "Youth Girl Cooperative Training Class" from 13/09/2021 to 18/09/2021 for 148 students.

Scheduled Tribe (S.T.) students got free training and study

material from Mahadev Enterprise Surat under Vanbandhu Kalyan Yojana Tribal Sub Plan Scheme Vansda from 10/02/2022 to 13/03/2022. A one-day offline seminar was organised on the topic "Interpersonal Skills and Positive Attitude" under Uddisha Placement and RUSA Component-9 on 05/03/2022. An offline seminar was organised on the topic "GST and GST as a career" under the Uddisha Placement and Commerce Department on 12/03/2022. A free book distribution program for UPSC/GPSC was organized on 15/03/2022 and Business Marketing Placement Fair was organized on 16/03/2022.

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	https://www.khergamcollege.edu.in/igac/naac/aqar-and-documents-2021-22.html

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

C. Any 2 of the above

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

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

Solid Waste Management-The institution has a place on its campus where the solid waste materials are disposed of.

Liquid Waste Management- The wastewater is carried out through the pipeline. This system is made by the Public Welfare Department of the state government.

Biomedical Waste Management- The college has Arts and Commerce streams so there are very few chances of biomedical waste in the college.

E-waste Management- There is the provision of e-waste management system in the college. The E-Waste first collected in the store room and proceed to disposal.

Waste recycling system- There is a rainwater harvesting system in the college. The rainwater is collected in a well. The water stored in the well is used to irrigate the trees and flowers in the campus by which the campus of the institute becomes evergreen.

Hazardous chemicals and radioactive waste management- The college has Arts and Commerce streams so there are almost no chances of Hazardous chemicals and radioactive waste in the college.

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

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

D. Any 1 of the above

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

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**

C. Any 2 of the above

3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File
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	E. None 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	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	No File Uploaded
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	View File

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).

Government Arts and Commerce College, Khergam, is located in a rural area. A large number of students are from the scheduled tribe. The college classroom is a mix of students from different skill groups. The basic skills of the various students coming to the college can be traced back to their social, economic as well as cultural heritage. It is difficult to cover all aspects of the syllabus decided by the affiliated university in such a mixed classroom within the time limit. The institution ensures a working environment for SC/ST and minority students. The Institution provides quality education with a minimal fee structure. The college observes days like World Mother Language Day to spread awareness about local languages. Regional dances like Garba, Dangi and tribal dance are an integral part of the cultural program in the college. Every year Students collect fund for blind people and donate it to the Blind Association of Valsad District.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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

Constitution Day is celebrated on 26th November every year. The college organized online webinar on the account of 'Constitution Day'. Advocate Prakash Darshanik shared his knowledge on the topic

'The Constitution and Communal Harmony'. The programme focused on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens to maintain communal harmony in the country.

The affiliating University curriculum is framed with topics like Professional ethics and human values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. The institution encourages students to participate in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs through N.S.S. and other committees on the ban on plastics, cleanliness, Swachh Bharat etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://www.khergamcollege.edu.in/igac/nacc/aqar-and-documents-2021-22.html

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	View File

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

Institution celebrates national and international commemorative days, events and festivals. As part of the 75th Independence Day celebrations online webinar on 'Role of Tribals in Freedom Struggle', patriotic song competition, as well as the celebration of 'Har Ghar Tiranga, Ghar Ghar Tiranga, was conducted by the college From 09/08/2021 to 15/08/2021. International Youth Day was celebrated on 12/08/2021. On the occasion of Gandhi Jayanti and Lal Bahadur Shastri's birth anniversary on 02/10/2021, an elocution competition was organized by the college. Martyr's Day is also observed to salute the Father of the Nation and the other martyr soldiers on 31st October. Sadbhavana Diwas celebrated on 20th August every year to commemorate the birth Anniversary of Sardar Vallabh Bhai Patel. International Yoga day is celebrated on 21st June every year. Voters Day is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen. On 15/12/2021 an elocution competition was organized by NDRF to make students understand and feel about patriotism and nation-building. Apart from these Independence Day on 15th August and Republic Day on 26th January with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

In order to prevent students from dropping out of college, it is imperative that these students get proper transport facilities. Thus, a separate government bus facility from the nearby town of Khergam to the college was started through intensive efforts, correspondence and face-to-face meetings with concerned office of Gujarat State Road Transport Corporation.

The Finishing School was started by the Education Department of the Government of Gujarat with the intention of developing soft skills in the students and enabling them to build their livelihood on the basis of their skills in their academic careers.

The institution organizes free health check-ups for the newly admitted students in different disciplines at the college, for which a team of locally available and well-qualified doctors has been appointed by the institute. During the year newly admitted students were examined by the medical team and appropriate advice and guidance was given by the doctors.

A taluka-level gym center has been opened in the college in association with the Commissioner of Sports and Youth Cultural Activities, Gandhinagar. The Gym Center has set a very nominal fee rate considering the economic situation of the people in the area. It has also been decided to give a discount to the students of this college.

Students Care Fund has been started with the intention of providing financial assistance in the form of interest-free loans to college students on a temporary basis. To this 'Principal Care Fund' any social organization, financial organization or individual can contribute.

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

Khargam Government College aspires to become a renowned institution. 1. An effective connection between education and research 2. Providing quality education with a minimal fee structure 3. To promote the academic, physical, moral and cultural development of the students 4. To prepare students for competitive exams and get Job.

1. Teachers promote the research-based teaching and learning process in the college and provides guidance to the college students to develop their innovative skills. Teachers always give students an understanding of topics through a research-minded approach that ensures a better understanding and provides a solid foundation for their future.

2. Government Arts and Commerce College, Khargam is the only state government education institute at the taluka level. The College has a modest fee structure. The faculty members are appointed by the Gujarat Public Service Commission (GPSC) as well as the Commissioner of Higher Education, which ensures the high quality of the teachers, thus providing quality education under the nominal fee structure. The institute has post-graduate exam center for external students it helps surrounding students to get the exam center close to their proximity

3. The college strives for the physical, mental, and cultural development of college students.

4. Professional and educational development of teachers is always encouraged. Faculty members participate in short-term courses, orientation programs and other training programs.

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

7.3.2 - Plan of action for the next academic year

The college plans to set up a video conference room.

The College has requested higher authority for opening Science stream in the college.

The college is interested in signing MoUs with Industry as well as in the agriculture field

The college is going to Purchase and add more to existing sports equipment and costume for cultural events.

The college is going to set up Innovation club lab and purchase the necessary instruments.