



## **YEARLY STATUS REPORT - 2020-2021**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		J.Z.Shah Arts and H.P.Desai Commerce College, Amroli
• Name of the Head of the institution	Dr. Kishorsinh N.Chavda	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	02612499382	
• Mobile no	9825897197	
• Registered e-mail	principal@acs.ac.in	
• Alternate e-mail	principal@acs.ac.in	
• Address	At and Post - Amroli , Station- Utran, Ta.-Choryasi, Dist. - Surat , Gujarat , (India)	
• City/Town	Surat	
• State/UT	Gujarat	
• Pin Code	394107	
<b>2.Institutional status</b>		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	Grants-in aid																								
• Name of the Affiliating University	Veer Narmad South Gujarat University																								
• Name of the IQAC Coordinator	Dr. Sejal A. Desai																								
• Phone No.	02612255740																								
• Alternate phone No.	9712529125																								
• Mobile	9712529125																								
• IQAC e-mail address	sejal.desai6@gmail.com																								
• Alternate Email address	sad@amrolicollege.com																								
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://www.acs.ac.in/iqac/aqar/">https://www.acs.ac.in/iqac/aqar/</a>																								
4.Whether Academic Calendar prepared during the year?	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.acs.ac.in/academic/academic-calendar/">https://www.acs.ac.in/academic/academic-calendar/</a>																								
<b>5.Accreditation Details</b>																									
<table border="1"> <thead> <tr> <th>Cycle</th><th>Grade</th><th>CGPA</th><th>Year of Accreditation</th><th>Validity from</th><th>Validity to</th></tr> </thead> <tbody> <tr> <td>Cycle 1</td><td>B</td><td>2.27</td><td>2008</td><td>23/03/2008</td><td>23/03/2013</td></tr> <tr> <td>Cycle 2</td><td>B</td><td>2.74</td><td>2014</td><td>21/02/2014</td><td>21/02/2019</td></tr> <tr> <td>Cycle 3</td><td>B++</td><td>2.94</td><td>2019</td><td>09/09/2019</td><td>09/09/2024</td></tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.27	2008	23/03/2008	23/03/2013	Cycle 2	B	2.74	2014	21/02/2014	21/02/2019	Cycle 3	B++	2.94	2019	09/09/2019	09/09/2024	
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Cycle 3	B++	2.94	2019	09/09/2019	09/09/2024																				
6.Date of Establishment of IQAC	17/04/2009																								
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																									

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
J.Z.Shah Arts and H.P.Desai Commerce College, Amroli	Regular Activity Grant	NSS, Veer Narmad South Gujarat University, Surat	2020-21	68560
J.Z.Shah Arts and H.P.Desai Commerce College, Amroli	DEDF Grant	Knowledge Consortium of Gujarat	2020-21	50000
J.Z.Shah Arts and H.P.Desai Commerce College, Amroli	Placement Grant	Knowledge Consortium of Gujarat	2020-21	50000
J.Z.Shah Arts and H.P.Desai Commerce College, Amroli	Finishing School Grant	Knowledge Consortium of Gujarat	2020-21	125000

<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	<b>2</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	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"><li>If yes, mention the amount</li></ul>		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"><li>Upgraded in IT Infrastructure at the college for different stakeholder. i.e. Helpdesk for students, College digital help line number for all stake holder, Fees of Students collected through digital mode, Virtual Job fair platform for students and company.</li></ul>		
<ul style="list-style-type: none"><li>To order to facilitate transition to online teaching-learning, evaluation and extra-curricular activities the college organized training programmes for teaching staff, students and administrative staff.</li></ul>		
<ul style="list-style-type: none"><li>Organised 48 National Webinar on various topics for students, academician and society.</li></ul>		
<ul style="list-style-type: none"><li>Virtual Job fair platform developed on website of the college and organized virtual job fair throughout the year.</li></ul>		
<ul style="list-style-type: none"><li>To avoid crowding in Covid-19, cultural activities, Extra-curricular activities, meetings, feedback collection etc. was arrange in online mode only.</li></ul>		
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	
<ul style="list-style-type: none"><li>Curricular aspects - To make feedback process more effective.</li><li>-To increase the programme options available to students in terms of Certificate course.</li></ul>	<ul style="list-style-type: none"><li>Yearly academic plan prepared and implemented. Online Feedback is collected and analysis report prepared from that.</li><li>-To increase the programme options available to students in terms of Certificate course. Value Added Certificate Course: Online certificate courses are introduced for holistic development of students, like E-Commerce, Consumer protection, Workspace security, Social media marketing, Goods and service</li></ul>	

	<p>tax, Disaster management, Stress management, Effective writing, Public speaking, Body language, Mental health studies, Cyber security, Child care and development &amp; online exams conducted for evaluation of certificate courses. Add-on Certificate Course: IIT- Bombay has been continued as an add-on course for all the students.</p>
<p>2. Teaching, learning and evaluation - Admission - Teaching and Learning Online examinations introduced for all year students for internal evaluation</p>	<p>- Admission 1. Online Admission procedures. Admission procedures are well advertised through prospects, website, notice boards, counselling during admission etc. 2. All the seats in Aided/ self-finance classes for first year B.Com and PG (MA &amp; MCOM) were filled up in centralised admission process through VNSGU. MS Team is introduced to take online classes. Online examinations are conducted for all students through MS Team.</p>
<p>3. Research consultancy and extension - Support in initializing Quality initiatives - Effort to make collaborative endeavor impactful.</p>	<p>- Support in initializing Quality initiatives Organized 34 webinar through Zoom, MS Team and Social media. Guest lecturers / seminars / workshop arrange for teachers and students. 2 MOUs are signed for student's self development and abroad education. - Participated in the Unnat Bharat Abhiyan and adopted 5 villages under this scheme for community service.</p>
<p>4. Infrastructure and learning outcomes - Up gradation in IT infrastructure - Up gradation in infrastructure</p>	<p>- Up-gradation in IT infrastructure 1. Google Classroom application is continued and used MS Team platform for most of the teaching activities. 2. Most of</p>

	<p>the module of MIS.amroli college is activated. 3.Renovated computer lab with 108 computer facilities for students. 4. Developed Students Help Desk for Admission, Career Guidance and Job Fair 5. Online facility provided to students for issuing Identity card and other administrative procedure. Constructed New Sports Room (Gym) For Students.</p>
5. Skill oriented program - Students centric activities	<p>-Arrange online competition and online activities with Covid-19 guidelines by State Government and University. -Starting Career Counselling Education Hub collaboration with National Academy. -Virtual job fair arranged for placements for students. -Career Guidance Webinar Series for 12th standard students arranged during 16-06-2020 to 17-09-2020. -Online Seminars, meetings and Talks were arranged for overall development of students.</p>
6. Student mentoring program	<p>1. Arranged motivational online program. 2. Arranged career guidance, value based and job oriented seminar, placement drive in various field. 3. Arranged career counselling program for first year students of B.Com and PG.</p>
7. Governance, leadership and management	<p>1. Maintenance of transparency in admission 2.Received ISO 9001:2015 (QMS) Certificate No.DI- 2104901 by Indraprastha System CertiPvt. Ltd. accredited by EIAC, A member of International Accreditation Forum on 9th April - 2021 3. Applied for NIRF and GSIRF</p>

	(Gujarat State Institutional Ranking Framework) and got 2.03CGPA with 3 stars in GSIRF. 4. Organized NCC camp by 6 Guj Girls BN NCC Surat in college campus.
8. Environmental awareness	Awareness of Environment through Tree Plantation and Posters on Social Media
9. To involve Alumni	1. Alumni served their services as judge in different online inter college competition organized by college. 2. Official Alumni Association registration process has been initiated.
10. Community extension program.	1. Community Service during Covid-19 Pandemic by NSS Volunteers. 2. College wins the Rotary Round Trophy for Collecting the Highest Numbers of Bloods Seventeen Times in a Row. 3. To aware people about Cultural and Tribal Community of South Gujarat People College performed a play called
11. Best practices	-Commitment towards Social Responsibility. -Earn While Learn Scheme.

13. Whether the AQAR was placed before statutory body?	Yes
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- Name of the statutory body

Name	Date of meeting(s)
LMC	30/04/2022

14. Whether institutional data submitted to AISHE



Year	Date of Submission
2020-21	15/02/2022

### 15.Multidisciplinary / interdisciplinary

Student's "holistic development" is the motto of our institution. The college is committed to the Holistic development of the students through quality consciousness in academics and enhancing their inner potential and self confidence by offering skill based & value based certificate courses. The aim is to make the students equipped, so that they don't need to rely on Government jobs but instead pave a way towards self-employment. As the College is preparing itself to have more of multi-disciplinary subjects it tries to identify the program learning outcomes along with courses and unit learning outcomes that define the specific knowledge, skills, attitudes and values that are to be acquired by the learner and would ensure that each program achieves its goal.

### 16.Academic bank of credits (ABC):

Regarding the implementation of Academic Bank of Credits, the institution has to wait for the academic council to give a green signal. The pedagogical approach of the institution is student's centric where the faculties' pedagogical approaches are constructivist, inquiry-based, reflective, collaborative and integrative. Summative and Formative assessments and assignments are used to evaluate the Students learning outcome.

### 17.Skill development:

Our purpose to impart quality education is not to create employable graduates and postgraduates but to broaden their strength , mind and intellectual cognizance so that they can stand on their own feet in life. Hence all our efforts and initiatives have been taken to develop the Intelligence Quotient, Emotional Quotient and spiritual Quotient of our students for Holistic Development. We aim to achieve this by deploying some unique strategies through motivation, recognition and other monetary assistance through free ships, etc.The college also celebrates National festivals like Independence Day and Republic Day. Observing various programmes like World Aids Day, Environment Day, observing the Death and Birth Anniversary of our National leaders which help in imbibing the good qualities of the students. Mentoring students is also one of the practices of the institution, to enable students to explore future employment pathways after graduation, and help them get the most of their studies.



<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>
Regarding the adoption of Indian languages, the college offers various Indian languages like Gujarati, Hindi and Sanskrit courses in program.
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>
Our vision is to attain excellence of students in academic and other programs and for creating an environment that is dedicated to inculcating in students the skills and values necessary to succeed in real life situations and to make them responsible citizens. With this purpose we impart education and teach our students how to live on this earth as human being in peace, amity and goodwill with their fellowmen is one of the program outcome of the students.
<b>20.Distance education/online education:</b>
Keeping in view the convenience of the student, the various technological tools used by the faculties especially during the pandemic lockdown are Microsoft team, Google Classroom, Zoom, Google, using videos as teaching and learning aids, Group collaboration and interaction and assignment and revision as well as the assessments have been conducted are some of the institutional efforts towards blended learning.

## Extended Profile

### 1.Programme

1.1 241

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

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1 5051

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2

1419

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

818

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1

36

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2

42

Number of sanctioned posts during the year

## Extended Profile

### 1.Programme

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3.1 36

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	42
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	28
Total number of Classrooms and Seminar halls	
4.2	119.04527
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	217
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

The curriculum, admission and evaluation are followed as per the rules and regulations of state government and affiliating university at UG and PG levels. However ,as Covid-19 and the nation-wide lockdown struck in March 2020, the academic year came to an abrupt halt.

1) Curriculum Planning: Schedule of academic calendar could be done only when the UGC, Gujarat government and VNSGU issued guideline in June 2020 to start online teaching. The Principal called online meeting regarding Scheduling academic calendar to execute the action plan with all the faculties of the college. Developed Helpdesk for students.2) Curriculum Delivery : Gujarat government procured MS platform for all colleges and provided access to all faculty members, administrative staff and students of the college. College organized training programmes for enhancing technological skills of teachers and guidance to the students to ensure proper learning at their end. Internal

evaluation of students was done through online assignment and online test conducted by the college and external examination was conducted offline and online mode by VNSGU.

3) Curriculum Enrichment: Online certificate courses was introduced for students and arrange Career guidance programme. 4) Feedback System: Feedback is collected from all stakeholder.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.acs.ac.in/wp-content/uploads/2022/07/1.1.1.pdf">https://www.acs.ac.in/wp-content/uploads/2022/07/1.1.1.pdf</a>

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

Year 2020-21 being an abnormal year due to Covid-19 .Online classes were conducted on MS Teams platform throughout the year as per the regular timetable which enable the students to learn at ease from the comfort of their homes. The institution follows a set plan to organize the teaching - learning and evaluation schedule which is as follows:

- Academic Calendar:. The college strictly adheres to the academic calendar .However ,under unforeseen circumstances, which are beyond the control of the college, necessary change is made by the authorities and same is displayed on the website, Net emis& MS team.
- Lesson Plan: The college provide E-diaries to all teachers to plan and prepare their lesson plan in advance for academic ear 2020-21.
- Time table in advance for tests : The time table for both internal tests and additional test is prepared two months prior to the test and it is displayed on the website and MS Team.
- Internal Evaluation ; Internal evaluation of students done through online / offline assignment. Online internal tests for students conducted by the college.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.acs.ac.in/wp-content/uploads/2022/07/1.1.2-Highlight-of-Activity-Link.pdf">https://www.acs.ac.in/wp-content/uploads/2022/07/1.1.2-Highlight-of-Activity-Link.pdf</a>

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **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**

**7**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>



**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)****7**

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year****2893**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

- The college organized talks on sex and sex education to minimize ignorance and misconceptions.
- work place security & social media marketing and cyber security & child care development certificate courses are conducted by college to create awareness about security of gender.

**Environment and Sustainability Issues dealt with**

- Discussions on Global Warming, Save water and Climate Change etc. were conducted and videos and slides were shown.
- Environmental Studies has been included in the syllabus as an interdisciplinary subject as one of the foundation courses.

- The college has also set up Green Club to create awareness on environment issues among students.

#### Human Values and Professional Ethics dealt with

- Various important days World Women's Day, Mahatma Gandhi Jayanti, Worlds Water Day, Swami Vivekanand Jayanti etc. are observed and celebrated.
- A certificate courses E-Commerce & consumer protection Act and Goods and Service Tax & Disaster management on professional ethics are introduced for UG students of both streams in academic year 2020-21.
- Professional ethics are covered in various courses of B.A ,B.Com , M.A ,M.com programme in different topics.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

#### 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	<a href="#">View File</a>

**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)	<a href="#">View File</a>

**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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.acs.ac.in/wp-content/uploads/2022/07/1.4.1-ATR-2020-21.pdf">https://www.acs.ac.in/wp-content/uploads/2022/07/1.4.1-ATR-2020-21.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.acs.ac.in/students/feedback-form/">https://www.acs.ac.in/students/feedback-form/</a>

**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****2064**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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****1037**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity****2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners**

The learning levels of the heterogeneous group students are classified into "Advanced Learners" and "Slow Learners". The identification is made by using, and considering different combination of interest, abilities and aspects, like the marks, grade obtained in the previous exams.

The "Slow Learners" are continuously inspired, motivated, given ideal answer materials to follow and adopt. Teachers, individually, adopts different strategies to help the "Slow Learners" to excel.

Prize distribution function is arranged in beginning of the year which is very useful to indentify advanced learners. Toppers are honored with scholarships given by the institute. Special facilities are provided to students pursuing C.A. and C.S.

Online classes were conducted on MS Teams platform throughout the

year ,so established students Help desk for clearing their doubts. The students were motivated to participate and perform their best in various inter class competitions held online. Also college were arranged different national level online inter college competitions on different theme. A series of national level webinars were arranged on variety topics to update knowledge of advanced learner. The college preferred to conduct the online and offline classes separately in view of the different needs and expectations of the slow learner.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
5051	36

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

During the year 2020-21 ,the pandemic and the subsequent restrictions by government there was a limited face-to-face contact between teachers and students so Online classes were conducted on MS Teams platform throughout year. Webinar, different competitions and activities on MS Team, Zoom and Google Meet to enhance their learning experience.

### 1.Activity based Learning:

Students learn from their experiences during various learning activities assigned to them through seminars on course topics; peer teaching practices, assignments, preparation of informative display posters and Industrial educational visits.

### 2.Participative Learning:

Students are encouraged to participate in group projects and various activities like Poster presentation, Quiz, Extempore, Mad-ad Competition etc.

### 3.Problem solving learning:

The problem solving abilities of student's are enhanced by including case studies , university question paper solving and assignments related to respective course subjects.

### 4.Digital learning:

The institute uses digital learning as a management system which benefits the students with an innovative and creative learning environment.

### 5. E- Resources:

Learning E-resources like National Digital Library, IIT-Bombay(MOOCs), memberships like N-list are available to the students.

### 6. Experiential learning:

Students learn from their experiences they have during Earn while learning activity. The Earn and Learn helps to gain experience in leadership and Social skill.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

During the year 2020-21, the pandemic and the subsequent restrictions by the government, the teaching methodology changed completely and teachers had to shift entirely to the use of the onlineplatform MS Team for teaching and evaluation. The college encourages all teachers to undergo training programs, to enhance their knowledge and use of ICT to deliver effective lectures through the use of PPTs, presentations, videos, and animations prepared by teachers or use of online resourcesi.e. movies, e-



books, websites, blogs, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

36

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

36

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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****12**

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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****673**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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.

Our Institution has a transparent, prompt and meticulous mechanism of internal assessment. The circular of exams and results are displayed on all E-communication devices and notices. During the year 2020-21 ,the pandemic and the subsequent restrictions by government, the college following guidelines declared from time to time by the Veer Narmad South Gujarat university and Gujarat government as regards continuous internal assessment. Online platform MS Team is used for teaching and learning during the academic year 2020-21. Evaluation of students was done through online/offline assignments and MCQ tests. Assignments and internal tests were conducted online using Google forms or Microsoft forms to ensure complete transparency. VNSGU examination module is utilize for conducting university examination.

## Mechanism of internal assessment

The internal examination and evaluation committee prepare the schedule for various internal examinations.

- The Internal squad is formed for the smooth conduct of the examination.
- Paper-setter and examiner are appointed well in advance before examinations.
- The examination time-table is displayed on the MS Team, as well as website of college.
- Internal marks are given to students in classroom and are also shared via I-notice Board and college website.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The Examination Committee of Institute is deal with the grievances related to the examinations. The grievances of students are divided into two sections.

### 1. Grievances Related to Internal Assessment.

- There is provision of additional internal examination for the students participating in NSS, NCC, Sports events at university, state and national level during the examination period.
- At college level, students who are not happy with their evaluation can write to the principal or on Helpdesk requesting for reassessment. The Principal, in turn, asks the teachers concerned to reexamine the answer books and difference in marks, if any, is intimated to the students.
- The college demands ask for the written application from the student regarding the grievance and the concerned office table looks into the grievance.

### 2. Grievances Related to External Assessment.

- At university level, re assessment of answer books is possible only in the final semester. A student who is

dissatisfied with the result can go for rechecking of marks. If the difference is 10% of the total marks or above, fresh mark sheets with modified marks are issued.

- At university level, rechecking of answer-book facility is available for students of all years.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://www.acs.ac.in/students/examination-2/">https://www.acs.ac.in/students/examination-2/</a>

## 2.6 - Student Performance and Learning Outcomes

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

The institute has devised and designed a continuous communication system to convey program outcomes, program-specific outcomes, and course outcomes. The Institution has developed a very efficient mode of communication through websites and other reliable communicative modes. It helps to convey its program outcomes, program-specific outcomes, and course outcomes to reach all the stakeholders of the institution. Thus constant and transparent communication takes place among the Principal, faculty members, students, parents, and management on college ERP, websites, letters, board notices, and announcements.

The PO, PSO, and CO are from time to time conveyed to have their suggestions, recommendations, opinions, and views about the course outcomes and program outcomes. Management also encourages and gives concrete recommendations in this respect.

The approved and accepted PO, PSO, CO were finally uploaded on the website of the college and made available for the scrutiny of the public at large. The recommendation is great feedback for the institution to recognize the changing times, accept challenges and make the education relevant to present times.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.acs.ac.in/program-outcomes-program-specific-outcomes-and-course-outcome/">https://www.acs.ac.in/program-outcomes-program-specific-outcomes-and-course-outcome/</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The objectives as well as learning outcomes of these programs are communicated as follow:

- The students are made aware about the learning outcomes through the prospectus and the institute's vision , mission, goals and website.
- The teaching faculty communicates the learning outcomes to the students at the introductory lecture of the academic year.

The college monitors and ensures the achievements of learning outcomes by the following ways:

- Specific mechanism like academic calendar, lesson- plan, monthly teaching report, result analysis, subject wise analysis of result of examination, feedback from stake holders, student's progression to higher studies, analysis of students progression and placement of the students results analysis and subject wise analysis shows the performance of the students. This data helps in understanding academic weakness of students and it is counseled to seek improvement. The interpretation of the entire process is used to make the teaching method, more learner's oriented. The students are evaluated on the basis of their assignments, oral examinations and presentations. Their performance is assessed and feedback is communicated to the students. We periodically analyzed student's progression data to check their interest for further studies.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

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

818

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://www.acs.ac.in/elibrary/">https://www.acs.ac.in/elibrary/</a>

### 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://www.acs.ac.in/students-satisfactory-survey/>

### 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)	<a href="#">View File</a>

### 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

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 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)	<a href="#">View File</a>
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 institution has created an ecosystem by which some useful waste can be segregated and reused by innovative ways, thereby

create goods that can be sold and fruitful business can inculcates encoring, entrepreneurship Its to encourage cottage industries and help the youth to apply creative genius to raw methods.

- Every year Our local business icon Mr.Govindbhai Dholakiya comes to our college and gives our students motivational speech and tips how to become successful entrepreneurs.
- To encourage entrepreneurship, not only entrepreneurs from the society around comes to motivate students but our alumni members who are living examples to set role models for our students.
- Some of our students made "Rakhis" from the waste material. The staff bought these rakhis which were prepared from waste material and it promoted business to them.
- Besides, before Diwali, a few girls would buy humble lamps and would decorate them so artistically that they could generate good income. The money they earned goes for the donation of blind children.
- The College invites expert speakers from various fields to share knowledge and spark 'out of box ' thinking of students and faculties. This year weorganized WebinarSeries on India China Issue

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.acs.ac.in/wp-content/uploads/2022/08/3.2.1.-1.pdf">https://www.acs.ac.in/wp-content/uploads/2022/08/3.2.1.-1.pdf</a>

### 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

3

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**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****18**

File Description	Documents
URL to the research page on HEI website	<a href="https://www.acs.ac.in/research/">https://www.acs.ac.in/research/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year****3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year****4**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**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****2**

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

The college plans and organizes all its extension activities through the NSS unit, NCC unit and Social service team. Under this head the social activities are categorized into 5 major aspects:

#### 1. Transfer of knowledge for neighbourhood:

- Organized activities on importance of girl child Education in development of the National and need for protection of girl child. To create awareness expert talks are arranged on various social problems.

#### 1. Service to Under Privileged: -

Students visit orphanages, and physically and mentally challenged schools and old homes every year. This creates a sense of responsibility towards the needy and weaker section of society. The students celebrate rakhi festival, give sweets to the children.

#### Environment Protection:

Through Green club a lot of promotion for environment protection is done.

#### Philanthropic Gestures :-

Distribution of Blankets, useful personal hygiene kits were distributed under the activity of "Spandan" and "Chhaydo" students collect funds to buy whatever the under privileged section people need. NSS has done great community activity during Lockdown with "Chhaydo".

#### Special N.S.S Camp: -

Every year our NSS unit arranges special NSS Camp to do cleansing of the village. Educate villagers about social evils.

File Description	Documents
Paste link for additional information	<a href="https://www.acs.ac.in/wp-content/uploads/2022/08/3.4.1.pdf">https://www.acs.ac.in/wp-content/uploads/2022/08/3.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

42

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 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

16092

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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	<a href="#">View File</a>

#### 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

1



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

## 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 institute is spread over 3.043 acre land with built-up area of 7132.17sq. m and is equipped with the best and adequate physical facilities. There are ICT equipped 24 classrooms and two activity rooms with proper light and ventilation .Digital Lab is equipped with computers, web cameras, and headphones.

The College has a fully air-conditioned Multimedia hall with total of 120 seating capacity. The separate Strong room is allotted with computer, internet, locker, security camera, and reprography facilities for safety and security for examination. The Commerce research lab has been set up to promote research in the field of Commerce. It is equipped with computers, an LCD projector, and printers. Computer Lab (Data Processing Room) is equipped with 22 computers with internet access, television, LCD projector, printer, and scanner. A total of two libraries are available in the college i.e. general library and the PG library. College has a well quipped Seminar Hall/Sports room with a total seating capacity of 500. All Administrative offices and Staffrooms are air-conditioned. Television, security cameras, computer with internet facility, and locker facilities are provided. Microwave, refrigerator, and pantry facilities are common to all teaching and non-teaching staff.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

Institution has spacious ground for outdoor sports and adequate facilities for indoor games.

Institution has a well furnished 140 sq. m. seminar hall and 250 sq. m. Auditorium having seating capacity of 500 students to carry out various extracurricular activities.

(1.) Sports:

Facilities Available

Details

Indoor Games

Table Tennis, Chess, Carom

Outdoor Games

Badminton, Volley Ball

Recreation Room

Tread Mill, exercise bike

Sports Ground

Cricket, Kabaddi, Volley ball, etc.

Gymnasium

Adjustable bench press and dumbbells, chromium plates, barbell

The institution has auditorium, seminar hall, and library for display of posters, music system, musical instruments and computers with LCD projector for Cultural activities.

Facilities

Details

## Activities

Air conditioned

Sports Complex (Auditorium) - Establishment year - 2012

With 500 seating capacity

For conducting events

Multi Media Hall - Establishment year - 2005

Equipped with LCD Projector, Computer, Music system, Multimedia facility

For conducting events

Spark,

Shabdajyot

Magazines

Shows the overall activity done by institute

Open air stage - 1992

Used for extra-curricular activities

Musical Instruments

Harmonium, Casio, Tablas, Flute, Cymbals, Drum Cassette and CD player and a sound system of 3500 watts.

Used for extra-curricular activities

Commerce lab - Establishment year - 2013

For research scholars

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

28

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.acs.ac.in/wp-content/uploads/2022/10/4.1.3-A.pdf">https://www.acs.ac.in/wp-content/uploads/2022/10/4.1.3-A.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

21.72

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The library is automated using Integrated Library Management

**System (ILMS)**

College is facilitated with two libraries each for UG library established in the year 1992 with total seating capacity of 120 students and PG library established in 2012 with a seating capacity 100 students at a time. Both Libraries have adequate facilities and services to achieve the Institutional objectives.

Libraries are resource hubs for knowledge and have a vast collection of books, journals, magazines, periodicals with facilities such as SOUL software and OPAC (Online Public Access Catalogue) which are used by students & faculties for the search of books by title/ author name etc. Reading and Research Facilities are available for undergraduate, and postgraduate students, research scholars and teachers. N-list programme is also available for e-journal and e-book National Digital Library. Students are encouraged to use the library e-resources with free internet facility to accomplish their academic objectives.

**Name of ILMS software**

SOUL

**Nature of automation (fully or partially)**

Fully

**Version**

2.0

**Year of Automation**

2004

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>C. Any 2 of the above</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Upload any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Upload any additional information	<a href="#">View File</a>	Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>			
File Description	Documents								
Upload any additional information	<a href="#">View File</a>								
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>								
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>									
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>									
<b>0.68</b>									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>Audited statements of accounts</td><td><a href="#">View File</a></td></tr> <tr> <td>Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Audited statements of accounts	<a href="#">View File</a>	Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Audited statements of accounts	<a href="#">View File</a>								
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>								
<b>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)</b>									
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>									
<b>12</b>									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>Details of library usage by teachers and students</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Details of library usage by teachers and students	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Details of library usage by teachers and students	<a href="#">View File</a>								
<b>4.3 - IT Infrastructure</b>									
<b>4.3.1 - Institution frequently updates its IT facilities including Wi-Fi</b>									

The college is secured through CCTV surveillance. Institution has well developed IT facilities including Wi-Fi. Adequate number of computers with printers, scanners and high speed internet are available in office, examination section, computer room, store and library. All computers are in LAN with internet bandwidth speed 60 mbps. The College is equipped with central public address system.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

217

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

67



File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities. Initiatives are taken from time to time to improve the physical ambiance of the campus.

#### Maintenance and Repair Service Policy

The institution's Maintenance Department provides a standard level of base services and performs preventive maintenance and repair of all academic and administrative facilities on campus.

Infrastructure facilities are maintained by the Maintenance department. There is a trained technical staff to look after the maintenance of the institution. Dry and wet cleaning of classrooms, seminar hall, faculty rooms, office, library, corridors and wash rooms is done daily. The books in the library are accessioned, stamped, and then shelved according to Dewey decimal classification and constituted Library Advisory Committee for effective accessibility and availability of learning resources. One full time computer technician is available for day to day maintenance of computers and other IT facilities in the institution. The institution takes measures to upgrade IT infrastructure as per requirement of faculty & students. Overhead Projectors is checked on regular basis. Water harvesting has been constructed in our campus. The waste management is executed by the garbage collection vehicle in collaboration with Municipal Corporation.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.acs.ac.in/8796-2/">https://www.acs.ac.in/8796-2/</a>

**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****1748**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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****7**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

**C. 2 of the above**

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

5000

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

5000

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
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

86

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

352

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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**

2

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

**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.**

48

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

The institution has an active student council to hold the common interest of students for serving as the driving forces in upholding the institutions spirit, helping their fellow students

and allowing members a chance to develop powerful leadership and learning opportunities. The nominations enrolled are the students' representatives of various classes. The final selection of class representative is through election. General secretary selection is through indirect voting form class representatives. To enable smooth functioning of field trips, exhibitions, seminars, club activities, the class representatives play the role of communicator. The general Secretary is member of IQAC, and plays an important role by providing students inputs for making various changes in college. The Class Representatives are the Special Point of Contact for any grievance and takes it forward for redressal with the concerned committee. Though the campus is anti-ragging free zone, student class representatives are responsible to enquire and escalate such issues to concerned mentor. Executive members act as 'Placement coordinators' and play a vital role from profile sourcing to participating actively during the placement drive. The student council involves in organizing alumni meets and in maintaining a network for developing student alumni database.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

42

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The Alumni feedback is collected; their ideas and suggestions are duly considered and implemented by the college administration. The College takes the pride in recruiting qualified and meritorious Alumni as faculty members. Alumni are one of the benefactors of the Institution by contribution fund in cash and kind. Such contributions are used towards the developmental activities of the Institution. Alumni are also instrumental in bringing various corporate organizations to the Institution for the placement drives. The acclaimed and felicitated alumnus of different activities are invited as a guest at the prize distribution to grace the dais, also they are invited as a judges in various competitions arranged by the college and students. Alumni are the huge talent pool whose guidance is made beneficial to students and other fellow alumni in their respective areas of study by organizing webinar during pandemic year. In this era of social networking the Institution connects with the Alumni through various networking medium. During Covid-19 pandemic our many alumni associated with NSS unit are doing community activities with help of Chhaydo. The Alumni who are involved in sports contribute to the institution by training the present students in regular practice of weight lifting & Yoga.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

5.4.2 - Alumni contribution during the year (INR in Lakhs)

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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



Hence the mission of our institute is to help and promote education by providing opportunities and creating environment along with academic, cultural and social activities for 'holistic' development of learner's personality.

Thus the visionary management supports this college in development of infrastructure, recruitment of efficient staff, regular financial as well as academic Audit, promoting teachers to perceive excellence, by organizing seminars, workshops and updating the present needs of society. The management ensures the provision of sufficient, qualified, trained and experienced staff, even when the government does not sanction grants to them. 'A well thought academic plan for admissions, staff deployment, examinations, evaluations and communication with appropriate authorities, review of performance, students discipline and the participation are all monitored by the head of the institution. It is the Principal who communicates to teaching, nonteaching staff and all the head of the Departments of their responsibilities relating to department's activities, curricular, extracurricular and co-curricular activities, involving its conduct and successful execution. Teachers in turn participate in decision making bodies by way of feedback and suggestions.

Management encourages the staff to attend conferences and also provides financial assistance for teachers to participate in conferences, events, programmes, functions and education up-gradation.

File Description	Documents
Paste link for additional information	<a href="https://www.acs.ac.in/wp-content/uploads/2022/07/6.1.1-B.pdf">https://www.acs.ac.in/wp-content/uploads/2022/07/6.1.1-B.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Decentralization of institutional practices demonstrates the "team-work" capability of any institution. Decentralization in our College is a systematic and democratic distribution of authority at every level which involves cutting the edges and having effective holistic participation. The Institution practices decentralization and participative management in academic and administrative levels.

Immediately after the Elections of student's council, the staff and students follow the "vision" and "mission" of institution by oath taking ceremony. Strategic goals and objective of the institution functions through different committees and cells formulated constituting Principal, staff, IQAC statutory and non statutory committee and Students' council committees members. The Principal is the Chairman and co-coordinator of all the governing bodies. The teachers are the Chairperson of different sub committees and the elected students become the secretary along with a list of teachers and students as members interested in the formed committees. All the committees of the institution play an active role in planning and decision taking. They play a significant role in administrative and academics.

File Description	Documents
Paste link for additional information	<a href="https://www.acs.ac.in/wp-content/uploads/2022/07/6.1.2-B.pdf">https://www.acs.ac.in/wp-content/uploads/2022/07/6.1.2-B.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Student's "holistic development" is the motto of our institution. Hence all our efforts and initiatives have been taken to develop the Intelligence Quotient, Emotional Quotient and spiritual Quotient of our stakeholders. We aim to achieve this by deploying some unique strategies through motivation, recognition and other monetary assistance through free ships, etc. During the year 2020-21 ,the pandemic and the subsequent restrictions by government there was a limited face-to-face contact between teachers and students so Online classes were conducted on MS Teams platform throughout year.

**Intelligence Quotient :**Online classes were conducted on MS Teams platform throughout the year ,so established students Help desk for clearing their doubts. The students were motivated to participate and perform their best in various online inter class competitions. Also college were arranged different national level online inter college competitions on different theme.

**Emotional Quotient:** To sensitize the students with emotional Quotient they are made aware about some social activities. NSS unit ,students and alumni were done great community activities

during lockdown with the help of 'Chhaydo'.

**Spiritual Quotient :** College believes in developing spiritual, moral, patriotic and humanitarian values through different Webinar & day celebration.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.acs.ac.in/wp-content/uploads/2022/07/6.2.1-B.pdf">https://www.acs.ac.in/wp-content/uploads/2022/07/6.2.1-B.pdf</a>
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.

LMC is specifically formed by the general committee of management to ensure appropriate management and functioning of the college. which meets at least twice during a Year. Functions of LMC are:

- Prepare the budget and financial statements.
- Recommend to the management the creation of the teaching and other posts.
- Determine the programme of instruction ,internal evaluation and standard if teaching to discuss the progress of studies in the college.
- Consider and make recommendations on the Certificate course and report of feedback analysis .

**Service rule:** Government envisaged and administers the service rules for both teaching and nonteaching staff from time to time. **Recruitment:** Revision of pay- scales in tune with the pay-scales of other leading institutions in the jurisdiction of the University. Encouraging the faculty to go for research by providing financial support. **Promotional policies:** The faculty appointment is made, depending on availability of workload. The full time/ part time post of teachers are filled in as per government norms. The procedure is prescribed by the government and later the university approval is also sought. Staff members are sponsored for presentation of research papers. The college has formed a grievance redressal cell for its employees.

File Description	Documents
Paste link for additional information	<a href="https://www.acs.ac.in/about/local-management-committee/">https://www.acs.ac.in/about/local-management-committee/</a>
Link to Organogram of the institution webpage	<a href="https://www.acs.ac.in/oranogram/">https://www.acs.ac.in/oranogram/</a>
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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

As the college is a Grant in Aid college, the teaching & non teaching staff is appointed by the government and gets all benefits as per the rules and regulations of the government of Gujarat.

File Description	Documents
Paste link for additional information	<a href="https://www.acs.ac.in/about-college/welfare-policy/">https://www.acs.ac.in/about-college/welfare-policy/</a>
Upload any additional information	<a href="#">View File</a>

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**

7

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

4

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

8

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The System for performance appraisal ensures the accountability and motivation for further development and improvement of teaching and non teaching staff. The two main devices for teaching staff, (1) Self Appraisal Reports: Institution has Performance Appraisal System for teaching staff is done annually at the end of each Academic Year. A self appraisal is done by the teaching staff by the year end on the prescribed format and the points scored by them indicate the actual position of their performance. (2) Students Feedback on individual Teacher: Structured feedback received for Design and review on Teachers and their teaching method semester wise from Students Analysis report on teacher and their teaching method from the students reviews by Principal. On some special issues principal arrange meetings with Heads of Department. In some cases principal arrange meeting with concerned teacher and give advice to improve teaching skills. For Non-Teaching staff : The Performance of non teaching staff is evaluated by the Principal confidential reports are prepared and signed by the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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



- The Institution has a transparent and robust system of periodic internal as well as external audit of all its branches.
- For effective management of financial resources, at the start of academic year, the annual budget of the college is discussed in LMC. Major purchases are made with the approval and sanction of the management.
- Every payment above thousand rupees is made by crossed cheque, which is signed by two authorities simultaneously.
- All transactions are supported by vouchers. Principal is responsible for monitoring and controlling the financial transactions. The College conducts Annual Audit to monitor the effective and efficient use of available financial resources.
- The internal audit is done by our Jivan Jyot trust through its own Audit Department. Along with this, the annual audit is done at the Audit Department of Jivan Jyot trust.
- In every financial year external audit is also done. The compliance of external audit objections is also taken care of and it is also mandatory to send it within 15 days. The objections raised in the audit report are fulfilled and compliance report is sent.
- External audit is also done by Government as per the schedule.

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

#### **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)**

**22825**



File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

We normally receives funds from different sources such as Salary Grant from State Government, resources through sponsorship & NGOs, Funds through Self-Financing courses and Scholarship from Government and non Government Organization.

The resources generated through various sources are mobilized through proper channels and used for the specific causes referred by the management and government from time to time. Principal being head of the institution prepare the master budget for the entire institution co-curricular and extra-curricular activities. Thus, the need for funds to be allocated for different academic and non-academic activities and departments are taken into consideration for giving final shape to the master budget and to bring financial discipline in all the financial aspects of the institution. These budgets are forwarded to management for further action and its approval.

The college premise is not only used for academic purpose but also for the programs and events conducted by government organization and non-government organizations. In the holidays college extensively uses the class room & language lab for conducting competitive examinations classes for community services. College run Dr. Baba SahebAbedkar centre and Children University courses for distance learning .

File Description	Documents
Paste link for additional information	<a href="https://www.acs.ac.in/wp-content/uploads/2022/09/6.4.3.pdf">https://www.acs.ac.in/wp-content/uploads/2022/09/6.4.3.pdf</a>
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

The IQAC has positively contributed to overall quality enhancement. Main Quality Policies are:

- To Provide better teaching-learning process
- To Promote research environment
- To encourage extension activities
- To avail well furnished Infrastructure
- To arrange co-curricular and extra-curricular activities.

Well planned activities for students' holistic development :-

The growth and development of any educational institute depends on the visible support of students and therefore all our activities and efforts are basically student centric. The academic, co curricular and extra-curricular activities are planned in advance and a copy of the calendar is displayed on website

### Employability Skills

IQAC has recognized the fact that graduate have to be equipped with Transferable Skills, needed for the real world. At the same time, academic output standard should also be maintained in all the programs and courses of study. It believes that assuring the Quality of student's Experience in the college plays a key role in their being employable.

IQAC helped to start certificate/add on courses.

- IQAC signed MoU for Pre-placement Training, Career guidance, Skill development programs and placement drive.
- IQAC introduced to take feedback from Recruiters.
- Alumni support was welcomed for Placement

File Description	Documents
Paste link for additional information	<a href="https://www.acs.ac.in/capacity-enhancement-scheme/">https://www.acs.ac.in/capacity-enhancement-scheme/</a>
Upload any additional information	<a href="#">View File</a>

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

The prime task of IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of the institution.. IQAC monitors the teaching plans for continuous evaluation of syllabus completion, learning outcomes and resources used by faculties. To upgrade and update the knowledge of teachers IQAC initiates FDPs and Seminars at regular interval. Extra lectures are assigned to assist students in order to achieve expected competencies in calculative subject. The teaching learning process is periodically reviewed by the Management, Principal and members of LMC and IQAC, based on the University examination results, and feedback of students. University result analysis is prepared subject wise for every class.

The ERP at the College is being used for Collection , Maintenance and dissemination of information. The Personal data of all Staff Members and Student is Being Maintained in The ERP. Student admission , attendance Entry, Fees, Payment and marks are done on the ERP. The faculty members have been Given access to the ERP for requesting Leave & also they check their Leave Balance report. Student can also check their attendance and results through the ERP as a step Forwards paperless from filling.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.acs.ac.in/3d-flip-book/spark-2020-21/">https://www.acs.ac.in/3d-flip-book/spark-2020-21/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

##### Actions are taken by college

##### (1) for Safety and Security:

Vigilant monitoring of the campus is ensured by the installation of the surveillance Cameras at various conspicuous locations in the campus. The CCTV footage is also saved for tracing out in case of misconduct

##### (2) Counseling:

College arrange various activities and workshops on meditation at regular interval basis for counseling and mental health of staff and students. Female teaching staff members carries out regular counseling to the female students in the groups and at individual level. Class Mentor/advisors are appoint from teaching faculties for every classes to solve students problems.

##### (3) Common Room:

Dedicated common Room for female students with resting facilities have been created. Sanitary pad vending machine is installed in the girls common room. We have affixed the poster regarding 181-Abhayam women helpline mobile app in the girls room to create an awareness among the girls.

Talks by officials of police and public administration departments

and informative audio-video lectures are arranged at least once in a semester covering issues related to the safety of personal belongings, vehicles, personal information, ATM, special event safety, defensive sprays and so on.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.acs.ac.in/wp-content/uploads/2022/09/7.1.1.pdf">https://www.acs.ac.in/wp-content/uploads/2022/09/7.1.1.pdf</a>
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	<a href="https://www.acs.ac.in/wp-content/uploads/2022/09/7.1.1-A.pdf">https://www.acs.ac.in/wp-content/uploads/2022/09/7.1.1-A.pdf</a>

**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	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

**Waste Management steps including:**

- Solid waste management
- Liquid waste management
- E-waste management

**Solid waste management:**

- The institution takes all measures required to ensure that the campus is free of plastic items and also other wastes that harm the environment. Surat Municipal Corporation is already having 'door to door' waste collection method on

regular bases. The dry waste collected from the dustbins is given in door to door garbage collection.

- Electric sanitary pad disposal machine is installed in the girls' common washroom.
- old furniture and other luggage have been given to tribal areas for the purpose of charity.

#### Liquid waste management:

- The sewage water from the entire campus is received through the underground pipelines.
- Waste water generated by RO purifiers plant is reused to flush the toilets and to clean parking area.

#### E-waste management:

- All Electronic waste CPU's, Hard disks is sent to the market for resale.
- The cartridges of printers are refilled outside the college campus
- Computers with old version have been given to school for the purpose of education free of cost. CDS/ DVDS/Desktops/ Laptops which are nothing but scrap are not thrown away but sold to people who recycle it.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>



**7.1.5 - Green campus initiatives include****7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

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



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**

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

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

The institution has been widening its horizons, expanding its wings and exploring its possibilities of new and recent innovations in every fields. The motto is to develop students' personality in such a way that they not only excel in studies but are also equipped with Knowledge needed to face the challenges of life and are community & society oriented. The diversity whether it is related to the gender, class, minority communities, students from SC/ST/OBC/PH all are catered to with an endearing amount of equality. The access of education is the right of every student of India and many schemes have been launched to promote 'inclusiveness' in the campus. The college is not just a platform for performance but it is also a community which promotes collaborative learning through community oriented activities. It is a rich blend of modern technology and traditional values. In the year 2020-21 ,during the pandemic year most of the co-curricular and extracurricular activities were arrange in online mode throughout the year. An attempt is made to bring girls in the mainstream. Their zest for life, enthusiasm find a right voice in the ever widening exposure provided to them in the institute.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The college conduct various activities throughout the year in order to sensitize students and employees of the Institution to the constitutional obligations of citizens and make responsible citizens. In order to absorb the constitutional ethos among the teaching and non-teaching staff and students college celebrate Independence Day, and Republic Day as well as the birth anniversaries of the social reformers, freedom fighters and major leaders to remind ourselves of their contribution in the making of modern India. College take part in different initiatives of the government of India and the state government. Be it the tasks related to the conduct of different government exams and election duties, the employees of the college take part enthusiastically. Propagate the tenets of equality and secularism by organizing various theme based competitions which reflect the tenets of equality, fraternity and brother hood. Spread awareness about conserving the environment through activities under Green club. Also spread awareness about Thalessemia, Aids, Organ donation, Blood donation, Plus polio and other such common issues through activities and expert lectures.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://www.acs.ac.in/wp-content/uploads/2022/09/7.1.9.pdf">https://www.acs.ac.in/wp-content/uploads/2022/09/7.1.9.pdf</a>
Any other relevant information	Nil

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

**A. All of the above**

**There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

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

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

The birth and death anniversaries of the eminent personalities are observed every year in the honor of their accomplishment and contribution to the progress of our Nation. College Celebrate with great fervor the national festivals birth anniversaries and memorials of great Indian personalities like mahatma Ghandhi, Sardar Vallabhbhai Patel, Dr. SarvapalliRadha Krishna, Swami Vivekanand, ..... Various National festivals like Independence Day, republic day and Ghandhi Jayanti are also celebrated with great enthusiasm. In the academic year 2020-21 due to the pandemic most of the events were celebrated in online mode or in the presence of few faculties, NSS volunteers & NCC cadets.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### Best Practice-1 :Earn While learn Scheme

1. Goal :The aim was to help the students coming from underprivileged sections of society, girl students and also to provide them a source of income in a way which does not hamper their studies. The goal was to provide a scope for employability in the campus itself. Moreover, the institute aimed at utilizing the talent of the students. The motive was also to make the students value the importance of hard work while learning and also instill in them the importance of hard earned money. Generally, in our society girls are not encouraged to get education. By this best practice, the institute aims to provide wings to girls students for realizing their dreams.

### Best Practice-2 :Commitment towards Social Responsibility

Motto :- Helping the Society

#### 1.Goal:

(a) To sensitize the students to various dimensions of Social issues .( b)To engage the students in activities that would empower them to work towards betterment of the society and instill a sense of social responsibility.(C) To aware and help students and community about different welfare schemes by government.(d) To promote environmental awareness.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.acs.ac.in/best-practice/">https://www.acs.ac.in/best-practice/</a>
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

Exploring new ways of teaching-learning during Covid-19 pandemic  
Students related administrative work, admission, fees payment,

access and training in MS team were managed in a safe online environment.

Established students Help desk on website to manage grievance redressal

For stress relief and mental support, the students were motivated to participate and perform their best in various inter class competitions held online. Also college were arranged different national level online inter college competitions on different theme

A series of national level webinars were arranged on variety topics to update knowledge of all stack holder.

The college preferred to conduct the online and offline classes separately in view of the different needs and expectations of the students.

The college is starting career counselling education hub center collaboration with national Academy to give guidance about abroad education.

For placement of student's college arranged virtual job fairs during A.Y. 2020-21

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

Focus on 'Student Centric' activities to enhance their skills.

-To increase the participations of students in green initiatives to make 'Hariyalu Amroli'.

-To focus on outcome based education.

-Generated Resources through UGC, KCG and other sources.

-Aim to complete 100% Vaccination drive for students and faculties in campus.