



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

## **Part A**

### **Data of the Institution**

#### **1.Name of the Institution**

**Vitthalbhai Patel & Rajratna P T  
Patel Science College**

- Name of the Head of the institution
- Designation
- Does the institution function from its own campus?

**Mr Piyush Laskari**

**In-charge Principal**

**Yes**

- Phone no./Alternate phone no.

**+919825293238**

- Mobile No:

**02692 230011**

- Registered e-mail

**vrptpsc@vpsscience.org**

- Alternate e-mail

**drnikunjbhatt@vpsscience.org**

- Address

**vitthalbhai Patel & Rajratna P T  
Patel Science College, Vallabh  
Vidyanagar, Anand, 388120**

- City/Town

**Vallabh Vidyanagar**

- State/UT

**Gujarat**

- Pin Code

**388120**

#### **2.Institutional status**

- Type of Institution

**Co-education**

- Location

**Rural**

## • Financial Status

Grants-in aid

## • Name of the Affiliating University

Sardar Patel University

## • Name of the IQAC Coordinator

Dr Nikunj Bhatt

## • Phone No.

+919825293238

## • Alternate phone No.

## • Mobile

9825293238

## • IQAC e-mail address

drnikunjbhatt@vpscience.org

## • Alternate e-mail address

drbhattzoovpm@gmail.com

**3. Website address (Web link of the AQAR (Previous Academic Year))**<http://vpscience.org/>**4. Whether Academic Calendar prepared during the year?**

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	80.10	2007	31/03/2007	31/05/2013
Cycle 2	A	3.12	2013	23/03/2013	23/03/2018
Cycle 3	A	3..13	2018	14/02/2018	14/02/2025

**6. Date of Establishment of IQAC**

28/02/2008

**7. Provide the list of funds by Central / State Government**

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

**8. Whether composition of IQAC as per latest NAAC guidelines**

Yes

- Upload latest notification of formation of

No File Uploaded

IQAC

**9.No. of IQAC meetings held during the year**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Nil**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** **Nil**

- If yes, mention the amount

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

? Organized a National webinar on " Revised Accreditation Framework: Understanding and Challenges" On 30th January 21

? Organized online National short film competition

? Awarded A+ by AAA KCG

? Organized Exit meeting with T Y B Sc Students for personal feedback as well as to provide them opportunity to express their view about the College.

? Parents' and Teachers' feedback started

**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
Organized a National webinar on " Revised Accreditation Framework: Understanding and Challenges" On 30th January 21	Delivered Revised framework knowledge as a mentor college.
Awarded A+ by AAA KCG	SLQAC accreditation
Organized online National short film competition	During Lock down to make student creative and connected
Parents' and Teachers' feedback started	Feedback from teachers and parents
Organized Exit meeting with T Y B Sc Students for personal feedback as well as to provide them opportunity to express their view about the College.	To get live feedback from the students

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	Vitthalbhai Patel & Rajratna P T Patel Science College
• Name of the Head of the institution	Mr Piyush Laskari
• Designation	In-charge Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	+919825293238
• Mobile No:	02692 230011
• Registered e-mail	vprptpsc@vpscience.org
• Alternate e-mail	drnikunjhatt@vpscience.org
• Address	vitthalbhai Patel & Rajratna P T Patel Science College, Vallabh Vidyanagar, Anand, 388120
• City/Town	Vallabh Vidyanagar
• State/UT	Gujarat
• Pin Code	388120
<b>2.Institutional status</b>	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid
• Name of the Affiliating University	Sardar Patel University
• Name of the IQAC Coordinator	Dr Nikunj Bhatt

• Phone No.	<b>+919825293238</b>				
• Alternate phone No.					
• Mobile	<b>9825293238</b>				
• IQAC e-mail address	<b>drnikunjbbhatt@vpsscience.org</b>				
• Alternate e-mail address	<b>drbhattzoovpm@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://vpsscience.org/">http://vpsscience.org/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>80.10</b>	<b>2007</b>	<b>31/03/2007</b>	<b>31/05/2013</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.12</b>	<b>2013</b>	<b>23/03/2013</b>	<b>23/03/2018</b>
<b>Cycle 3</b>	<b>A</b>	<b>3..13</b>	<b>2018</b>	<b>14/02/2018</b>	<b>14/02/2025</b>
<b>6.Date of Establishment of IQAC</b>			<b>28/02/2008</b>		
<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	
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			No File Uploaded		

<b>9.No. of IQAC meetings held during the year</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>	Nil	
<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	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>		Nil
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<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
? Organized a National webinar on " Revised Accreditation Framework: Understanding and Challenges" On 30th January 21		
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<b>13.Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
1920-21	31/01/2020
<b>15.Multidisciplinary / interdisciplinary</b>	
Single Disciplin	
<b>16.Academic bank of credits (ABC):</b>	
Not yet started	
<b>17.Skill development:</b>	
Add On courses	
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language,</b>	



culture, using online course)

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

**20.Distance education/online education:**

## Extended Profile

### 1.Programme

1.1

10

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

1699

Number of students during the year

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

2.2

1084

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

580

Number of outgoing/ final year students during the year

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

<b>3.Academic</b>	
3.1	45
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	84
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	14
Total number of Classrooms and Seminar halls	
4.2	125498478
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	234
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Our college is an affiliated college hence; the curriculum is provided by the University. Many of the college faculty members are in the BoS at the University level which helps us to incorporate required changes from different stakeholders at different points of time. The curriculum deployed as follows: The college time table committee plans schedule for teaching process according to UGC and State Government Resolutions. Work allotments: The Heads of Departments allot teaching duties as per 16 hrs per teacher initially. In case the workload is more, then</p>	

the teacher available in the department is given few more lectures. Teachers have to maintain a teachers' diary and if on leave, the concerned faculty has to mention adjustment in the leave report. In some instances, where the government has sanctioned no posts, the management has generously appointed Ad Hoc teachers. For example, the Departments of Industrial Chemistry, Mathematics & Statistics, and English have Ad Hoc teachers appointed by the management. Academic Calendar: Academic Calendar is prepared according to the schedule provided by Sardar Patel university and the programs planned for the year. Calendar is provided to each student, faculty and stakeholder for their information.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

**Academic Calendar:** Academic Calendar is prepared according to the schedule provided by Sardar Patel university and the programs planned for the year. Calendar is provided to each student, faculty and stakeholder for their information.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

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

**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

2

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

0

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

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

0

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

during the year

0

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

### 1.3 - Curriculum Enrichment

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

As an affiliated science college student are taught prescribed curriculum suggested by the University. In order to create awareness in the students about globally relevant cross cutting issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics. Environmental studies: The college has introduced a two-credit course on Environmental Science in Semester I and II students Add on Courses: College has introduced thirteen add-on courses as vocational training. Out of them "Science and Spirituality", "Wildlife Study", are introduced to expose students to cross-cutting issues. Intellectual Rights: College conducts Seminars on Intellectual property Rights [IPR] for students and faculty to create awareness about ethical issues in science and research. Equal opportunity awareness: Gender sensitization activity, human rights, reservation and scholarships awareness are spread through seminars and personal counselling. NSS/NCC: Conducts NSS camps for environment, Social, Gender Issues, creating separate space in the library which houses holy books on all religions [focusing on human values]. NCC also encourages and motivates students to participate in RDC and other camps to inculcate discipline and patriotism. To reinforce the feeling of secularity, patriotism and nation building, a Vivekananda corner has been set up in the college library that houses books on the life and works of Swami Vivekananda.

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	No File Uploaded

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

2

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

112

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

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</b> <b>Students</b> <b>Teachers</b> <b>Employers</b> <b>Alumni</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>URL for stakeholder feedback report</td><td>No File Uploaded</td></tr> <tr> <td>Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td><td>No File Uploaded</td></tr> <tr> <td>Any additional information(Upload)</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	No File Uploaded	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded	Any additional information(Upload)	No File Uploaded	
File Description	Documents								
URL for stakeholder feedback report	No File Uploaded								
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded								
Any additional information(Upload)	No File Uploaded								
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Upload any additional information</td><td>No File Uploaded</td></tr> <tr> <td>URL for feedback report</td><td><a href="http://www.vpscience.org/RAR_DOCS/141Feedback.aspx">http://www.vpscience.org/RAR_DOCS/141Feedback.aspx</a></td></tr> </tbody> </table>	File Description	Documents	Upload any additional information	No File Uploaded	URL for feedback report	<a href="http://www.vpscience.org/RAR_DOCS/141Feedback.aspx">http://www.vpscience.org/RAR_DOCS/141Feedback.aspx</a>			
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Upload any additional information	No File Uploaded								
URL for feedback report	<a href="http://www.vpscience.org/RAR_DOCS/141Feedback.aspx">http://www.vpscience.org/RAR_DOCS/141Feedback.aspx</a>								
<b>TEACHING-LEARNING AND EVALUATION</b>									
<b>2.1 - Student Enrollment and Profile</b>									
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>									
<b>2.1.1.1 - Number of sanctioned seats during the year</b>									
<b>750</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>Institutional data in prescribed format</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Institutional data in prescribed format	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Institutional data in prescribed format	<a href="#">View File</a>								
<b>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</b>									

supernumerary seats)

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

554

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

## 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

**Policy for slow learners:** A Large number of our students come from rural areas and from regional medium schools. So, all the faculty members use a bilingual method in the initial weeks so that the students do not feel left out. Departments also run Bridge/Remedial courses for the needy students. Teacher counselors are well aware of performance of the students. They keep evaluating the students by asking questions in class rooms, conducting unit tests, giving them assignments and discussing question paper and result of internal tests. Personal care is also taken by teachers wherever possible. Students are divided into batches of 25-30 students allotted to one teacher each who is their counselor. The counselor meets the students every week at an allotted time. The idea is that rapport needs to be built between the teachers and the taught so that they can freely discuss issues related to their academics, hostel, financial or even personal problems. Many times, the counselor also speaks to other faculty to sort out and teaching learning issues

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

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

Number of Students	Number of Teachers
2005	61



File Description	Documents
Any additional information	No File Uploaded

## 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

In our college, we make whole hearted efforts to make learning student centric. Theory Classes Theory classes are an important component of teaching learning process. It should be noted that all the academic excellence awards given by the University are based on marks scored in theory papers. In Semester I& II, the teachers make concentrated efforts to acclimatize the students from interior regions, rural areas, and regional medium students. As the students get used to the new environment, the lectures progress from being bilingual to interactive and collaborative learning Practicals: A lot of importance is attached to practicals in the pure science courses and applied science courses. All the practical courses are of two credits. Besides, efforts are also made to constantly update the laboratories. Each student of: Semester I & I students perform two hrs each in Biology I&II/Math's I & II, Physics four hours,

chemistry 4hours, English two hours per week. Semester III and IV students- Three hours for core subjects and three hours for subsidiary subjects per week and Semester V and VI students- 12 hours per week. Seminars: Students are also given the opportunities to present seminars both individually and in groups which covers different portions of the units of the syllabus. This exercise promotes self learning and also presentation skills. Study tour: Students are also taken for study tour and field trips to compliment theory curriculum.

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

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

College follows the traditional chalk-and-talk methods to remain connected to the students. Traditional method is the process of dialogu

to initiate students to solve their curiosity. But as a recent trend our college has also adopted new technology for teaching learning in the class as well as in the laboratory. ICT Enabled classrooms: All our classrooms are fitted with projectors. One out of two theater class rooms also has an interactive smart board .. Innovative "Knowledge Repository": Our college has created an innovative "Knowledge repository" in which all the power point presentations, videos, and links of our "you tube" videos and websites of education are kept. Digital Library: Our library is also a good source of learning; it is connected with INFLIBNET and soul software. Our college has subscribed N-List where more than 75000 E-journal and E-Books are available. e-Content: Our one of the Associate Professors and IQAC coordinator has created animated videos for Zoology students through which students can learn theory as well as practicals online any time any where. [www.zoologyexperiments.com](http://www.zoologyexperiments.com) , on INFLIBNET ,

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://www.vpscience.org/RAR_DOCS/232ICTEnClasses.aspx">http://www.vpscience.org/RAR_DOCS/232ICTEnClasses.aspx</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

60

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

56

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

35

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

1221

File Description	Documents
Any additional information	No File Uploaded
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.

**Curricular examination Evaluation:** Individual faculty sets the papers as per the norms of the University and the college. The faculties have to assess the answer books in the college only. The college has a practice of showing answer sheets to the students after every exam and even in unit test. It helps students to improve the mistakes made in answer sheets and resolve any grievances that the students may have with regard to assessments. The mark sheets are then prepared and displayed on the departmental notice board for students' to verify the entry. Co-curricular evaluation: Every department organizes students' seminars for their presentation performance. Assignments are given to review their writing skills. Practical journals are also assessed in every practical session.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://www.vpscience.org/RAR_DOCS/252TranIntAssMech.aspx">http://www.vpscience.org/RAR_DOCS/252TranIntAssMech.aspx</a>

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

As a normal practice evaluated papers are shown to the students to check how they performed, where they mistaken totaling of marks. In case students are not satisfied with the evaluation they are free to approach the concern teacher on the spot and the head of the department for redressal. And if changes are made, the same is immediately notified to the head and marks sheet entries are also updated. The final mark sheets are then displayed on notice board by the exam section to convey to the students. At this level one more chance is given to students to verify their marks which they shown during the paper review. To resolve grievances student can approach by following steps

Student can approach to the head of department with their written application for forwarding to the examination section Issued will identified and fixed and forwarded to the department The mark sheets are corrected before they submitted to the university for internal mark entries. In addition some students drop their complaints in suggestion box; we also entertain them to resolve it.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://www.vpscience.org/RAR_DOCS/253ExmGrvnces.aspx">http://www.vpscience.org/RAR_DOCS/253ExmGrvnces.aspx</a>

## 2.6 - Student Performance and Learning Outcomes

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

To achieve the outcome of Course, Programs and specific programs are followed as below: Direct evaluation: External examinations including theory and practicals have 70% weightage and 30% weightage includes internal examinations, assignments, and attendance and project presentations. The students are required to prepare and present unit wise seminars, projects, and assignments as part of Formative assessment for internal evaluation in each semester. Each department conducts such assessment according to their own departmental schedule. And the summative assessment is according to a centralized schedule applicable to all departments uniformly. Indirect evaluation: each department organizes curricular festivals viz. "Compu-Carnival ", "Zoofest" "Sciencefest" in which external evaluators are invited to assess their creativity in the field of the

subject. At the end of the year an "Exit Meet" is conducted by IQAC to survey the strength and the weaknesses of the institutions and the system to rectify in future.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.vpscience.org/RAR_DOCS/262CourseOutcome.aspx">http://www.vpscience.org/RAR_DOCS/262CourseOutcome.aspx</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

To achieve the outcome of Course, Programs and specific programs are followed as below: Direct evaluation: External examinations including theory and practicals have 70% weightage and 30%

weightage includes internal examinations, assignments, and attendance and project presentations. The students are required to prepare and present unit wise seminars, projects, and assignments as part of Formative assessment for internal evaluation in each semester. Each department conducts such assessment according to their own departmental schedule. And the summative assessment is according to a centralized schedule applicable to all departments uniformly. Indirect evaluation: each department organizes curricular festivals viz. "Compu-Carnival ", "Zoofest" "Sciencefest" in which external evaluators are invited to assess their creativity in the field of the subject. At the end of the year an "Exit Meet" is conducted by IQAC to survey the strength and the weaknesses of the institutions and the system to rectify in future.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.vpscience.org/RAR_DOCS/262CourseOutcome.aspx">http://www.vpscience.org/RAR_DOCS/262CourseOutcome.aspx</a>

### 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

423

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	<a href="#">View File</a>
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

[http://vpscience.org/RAR\\_DOCS/271SSS.aspx](http://vpscience.org/RAR_DOCS/271SSS.aspx)

<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>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)</b>	
00	
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)	No File Uploaded
<b>3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year</b>	
<b>3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year</b>	
18	
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
<b>3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year</b>	
<b>3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year</b>	
1	

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

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

8

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

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

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

83

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

### 3.3 - Extension Activities

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

To communicate and sensitize students to social issues and for their holistic development and to make them understand their social responsibility ,and to take them class rooms to real life ,



we have an active NSS [National Service Scheme] which consists of two NSS coordinators, one woman faculty members and 5 student members. This committee performs a unique mentoring process through which many social activities are conducted in neighboring society. Blood donation, waste plastic collection, plastic Tricolour collection on national festival, Awareness about Jandhan yojana, Swachhh Bharat Abhiyan in house toilets, BetiBachao BetiPadhao, Vyasana Mukti (about De-addiction), Street Play about voting awareness, Back to Nature Awareness Program, Prabhat-Feri. Shram-Dan, Swine flu Awareness. Activities to celebrate the birth anniversaries of Mahatma Gandhi and Swami Vivekanand, Sardar Patel and to spread their message. • Developed Swami Vivekanand Corner in the library to spread patriotic awareness to the society.

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

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

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

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

### 3.3.3 - 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

#### 3.3.3.1 - 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

0

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

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year****3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

0

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

**3.4 - Collaboration****3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

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

0

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

The institution has all the adequate facilities for teaching-learning process details of class rooms is as follows: Class rooms:[I C Technology Enabled] Our college has sufficient infrastructure for learning methodology: 9[nine]ICT enabled class rooms 2 [Two] theater cum Auditoriums and one (01) Smart board enabled class room 3[three]class rooms are used for practicals and theory both Laboratories: 4[four] chemistry laboratories 2[Two] Industrial chemistry laboratories 2[two]mathematics laboratories 1[one] Microbiology laboratory 4[four]Zoology & Botany laboratories 4[four] physics laboratories including Dark room 2[two] Electronics and Instrumentation Laboratories 3[three] Computer laboratories including Internet Lab Research Laboratory: 1[one] chemistry research laboratory 1[one] Microbiology research laboratory 1[one]Electronics Research Laboratory1[one]Physics Research Laboratory 1[one]Botany Research Laboratory Language Laboratory: There is one full fledged Language Laboratory for English Practical Session Library Reading Room: The college has separate building and a reading room which can more than 150 students. Computing facilities: 233 total Computers are installed in the laboratories and different departments: [List Attached] Creativity Room: NSS has developed creativity room where students can develop their creative ideas in spare time.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.youtube.com/watch?v=ELpWeeONzGA">https://www.youtube.com/watch?v=ELpWeeONzGA</a>

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

Our college has a well-maintained campus spread over 8 acres green land. We believe in the all-round development of our students. There is a lot of encouragement for the students to participate in sports and Cultural activities simultaneously and thus they are awarded and rewarded for their achievements. Sports facilities: The college is the oldest college in the campus and has all the sports facilities. College appointed has a Qualified PTI to take care of day to day games and sports activities of the college. Students are called for practice from early morning and in evening for every day practice for various games. This has resulted the college students winning many championships and awards. [Detail will be given in Criterion 5] Out Door games: A lush green Shastri ground for football, basketball, cricket and athletics A Separate Tennis Court. For Indoor Games:

A well-equipped Gymnasium and woodenfloored Badminton court is in the close vicinity of the college. For routine practice, a indoor Badminton court is set up in Central Hall with mobile net and a Table tennis facility has also been set up in the Central hall of the college. For Cultural Activities: Central Hall with good acoustics [auditorium A largest cultural hall among all the colleges in this area is used for practice as well as for organizing functions, exhibitions poster presentations etc, A BISAG hall installed with LED television for Educational programmes telecasted by Government of Gujarat, is also set up.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.youtube.com/watch?v=hpUd7XsnP9C">https://www.youtube.com/watch?v=hpUd7XsnP9C</a>

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

1

#### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.youtube.com/watch?v=hpUd7XsnP9c">https://www.youtube.com/watch?v=hpUd7XsnP9c</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)

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 became fully automated in 2006 and all the books are circulated with Barcode system. The process of book - issue/return transaction becomes faster. So all students and staff members have been issued I card with Barcode. The library uses UGC.INFLIBNET SOUL software. It is useful in services like cataloguing, circulation, serial control, OPAC, Administration, etc. Library also uses SOUL 2.0

Software to manage and circulate the books to the users. Reports of various types are generated through this software from time to time as per requirement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="http://www.vpscience.org/RAR_DOCS/421LibraryMS.aspx">http://www.vpscience.org/RAR_DOCS/421LibraryMS.aspx</a>

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

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

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

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

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

0

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

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Since the IT revolution, all sectors, including education have welcomed computers and projectors. They have heralded sweeping changes in the way teaching, administration and managing data is done. The college has been alive to the needs of the college in terms of IT infrastructure. Today, we have 240 computers in different labs of the college. This also includes 10 computers in the college reading room. The campus has also been made WI-FI. We do have a separate Internet lab. We have also distributed tablets supplied by the Govt. to students at subsidized rates. All departments are also given laptops which the staff can take to classrooms. At the same time, all classrooms are equipped with multimedia projectors. The college library is also fully computerized with SOUL 2 software. All books and Id cards are bar coded for the ease of issue and return of books.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.vpscience.org/RAR_DOCS/431ITfacilities.aspx">http://www.vpscience.org/RAR_DOCS/431ITfacilities.aspx</a>

**4.3.2 - Number of Computers**

240

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

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

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
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)

1771016, 542183

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

Purchase and Maintenance are regulated by our trust Charutar Vidya Mandal which has well established system & procedure for maintenance and utilization of available supporting facilities. Library : Library is fully computerized & it is equipped with SOUL 2.0 software. Any issues/problems regarding software package we call them for service. They provide us quick service by online or by physically. Pest control is done in library regularly for preserve books safe from termites and Silverfish. fire extinguishers are kept in library for fire emergencies. Electricity & Physical facilities: Electricity and physical facilities related maintenance is taken care by the Estate Department regularly as per requirements. College has various equipments like, 3 photocopier machines, printers, fire extinguishers , CCTV cameras, Audio system, Digital Camera ,Inverter and UPS etc. Academic, IT Facility and support facilities : Teachers of the college use ICT for teaching. College



has OHP/LCD projectors, computers etc. The maintenance contract of the above IT equipments is given to TtechElecon Engineering Ltd, V V Nagar. Class rooms: The Class rooms are well maintained and kept neat and clean by our permanent college sweepers. The maintenance of garden, security services and cleaning of toilet blocks has been out-sourced.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.vpscience.org/RAR_DOCS/442MtnCP_hyAcadSupFac.aspx">http://www.vpscience.org/RAR_DOCS/442MtnCP_hyAcadSupFac.aspx</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

541

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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)	No File Uploaded

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	
E. none of the above	
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	
E. None of the above	

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
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

0

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

### 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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

### 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.

10

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

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 )

**Due to lock down non of the activities are conducted**

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

**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**

0

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

## **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

**Due to lock down non of the activities are conducted**

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

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>C. 3 Lakhs - 4Lakhs</b>
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File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**Mission** "We dedicate ourselves to the continuation of our founder's vision of scholastically uplifting rural youth along with value education to prepare globally competitive citizens who contribute towards nation building". **Vision** To educate, empower and prepare globally competitive human resource through knowledge, employability, entrepreneurship skills by creating an environment conducive to learning and research in sciences, and critical thinking there by leading to creation of a strong institution through close affinity with its alumni. **Goals** To create and nourish a stimulating learning environment that ensures a globally relevant education, based on eternal human values. a) To forge and reward excellence in the curricular as well as extracurricular sectors so as to ensure the Scholars' global competitiveness b) To tap, nurture and unleash the innovative entrepreneurial abilities of scholars and thereby ensuring lifelong socio-economic value addition. c) To evoke and embellish the finest traits of human excellence that can dovetail into a sustainable career growth curve. d) To affiliate, associate, liaise or otherwise synergize with any institution body, entity, ethno-cultural Diaspora and the overall global fraternity in any form whatsoever, in support of the above. e) To initiate, consolidate and extrapolate any objectives, function and activities in support of the above.

File Description	Documents
Paste link for additional information	<a href="http://vpscience.org/Mission%2CVision%2CGoals.aspx">http://vpscience.org/Mission%2CVision%2CGoals.aspx</a>
Upload any additional information	No File Uploaded

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

**Participative Management:** The institution always follows and promotes a culture of participative management. We can say this because the most important decisions are mostly taken jointly by the Principal and the Heads of the various departments. Besides, when it comes to purchasing of new equipment, each department is asked to submit their requirement as per priority. Even when policies are decided and framed, the faculty is taken into confidence. All faculty members are free to express their opinions and suggestions which the principal does take into consideration. The students are also made a part of the scheme of things. For the smooth conduction of events, all the student secretaries are called to attend the pre event meeting. They are also entrusted with the responsibility of maintaining discipline in the college and during the events. Their suggestions are also taken into considerations.

File Description	Documents
Paste link for additional information	<a href="http://www.vpscience.org/RAR_DOCS/622OrgStructurePolicies.aspx">http://www.vpscience.org/RAR_DOCS/622OrgStructurePolicies.aspx</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college follows a formally stated policy. After the college was accredited by NAAC in 2007, the IQAC was formally set up in the college. The committee comprises of four senior faculty members. This committee in consultation with the Principal, heads of various departments and as per requirements of NAAC plans and deploys various policies that improve the quality in the institution. The policies and decisions are reviewed at the Principal's meeting with the Heads and corrective measures are taken if need be. Regular meetings of the Councils Governing body, Management and IQAC The feedback system (Regular feedback from Stakeholders, Alumni Members, and Students) IQAC Academic Audit Team visits the departments (once in a Semester). Regular visits of the Principal to the departments and interaction with heads of the departments monitor the system of each department regularly. Faculty meet for feedback twice in a semester.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://vpscience.org/Academic_Council_Meetings.aspx">http://vpscience.org/Academic_Council_Meetings.aspx</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.

Organogram, Service rules, Recruitment and promotional policies are on website: link... Service Rules: The institution strictly follows the service rules according to the UGC and Government of Gujarat norms. It's been uploaded on the website too. The institution working hours are set according to UGC and Government of Gujarat norms. The teaching and non-teaching faculty have been benefited by GPF, EPF [self finance] Casual Leave, Earned Leave, Medical Leave and Maternity leave etc., Recruitments are taken place according to the norms of the University, UGC and Government of Gujarat. Promotional policies: The institution follows UGC and Government of Gujarat norms for promotions. Self finance staffs are promoted according to the norms of the trust.

Committee: The principal of the college in his Co-ordinatorship shall appoint a committee to function as Grievances Redressal Cell. The cell consists of at least 5 members from various departments of the college. The Committee has tenure of one academic year. The committee shall meet at least once a year and as and when required.

File Description	Documents
Paste link for additional information	<a href="http://www.vpscience.org/RAR_DOCS/622OrgStructurePolicies.aspx">http://www.vpscience.org/RAR_DOCS/622OrgStructurePolicies.aspx</a>
Link to Organogram of the Institution webpage	<a href="http://www.vpscience.org/RAR_DOCS/622OrgStructurePolicies.aspx">http://www.vpscience.org/RAR_DOCS/622OrgStructurePolicies.aspx</a>
Upload any additional information	No File Uploaded



<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>B. Any 3 of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	<b>No File Uploaded</b>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
<b>6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff</b>	
<p><b>Welfare scheme for Employee: List of Welfare measures provided by institute for teaching and non-teaching staff:</b> 1. Faculty members are encouraged to take up/join self development programs and higher education. 2. Group insurance scheme for teaching and non-teaching staff. 3. Various leave is available to teaching and non-teaching staff are vacation leave, casual leave, Earned Leave, medical leave, and maternity leave for ladies staff. 4. Discounted fees for research test at our DST funded research center SICART 5. EPF [Employee Provident Fund] for Self Financed teaching and non-teaching staff. 6. Loan facility is available for institute staff through Departmental welfare clubs 7. Doctor and basic medical consultation are available in campus by CVM. 8. The Institute has tie-up with University Health Centre. Health cards are issued by the University to affiliated institutions employees to provide medical laboratory facilities and consultation at highly subsidized rates 9. Accommodation facility for Teaching and non-teaching staff. 10. The class III &amp; IV employees get the facility of advance for buying grain/oil/ and for festival. Most of the employees avail of this facility 11. Our Trust CVM also provides Ex-Gratia Death benefit to the in service employee.</p>	

File Description	Documents
Paste link for additional information	<a href="http://www.vpscience.org/RAR_DOCS/631WelfareTchngNonTchngStaff.aspx">http://www.vpscience.org/RAR_DOCS/631WelfareTchngNonTchngStaff.aspx</a>
Upload any additional information	No File Uploaded

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

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

0

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

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

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

0

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

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

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

10

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

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

The IQAC of the college designed a detailed academic audit document. The audit included 32 metrics to cover each and every activity, academic, administrative, co & extracurricular etc. to evaluate the faculty on a given scale. This audit is conducted at

the end of the each academic year wherein, the faculty completes the format and attaches supporting documents and forwards the same through the Head. The head also has to give his or her feedback about the faculties' efficiency, commitment, sincerity on a five point grade scale. The principal also gives his feedback about the faculty on the same scale. After the analysis, the average is worked out the report of each faculty duly signed by the principal, is given to each faculty confidentially and the faculty getting the highest point is honored on the annual day.

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

#### 6.4 - Financial Management and Resource Mobilization

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

The CVM conducts the internal audit of the college every financial year. This is followed by the external audit by CVM nominated Chartered Accountant every year. The External audit also carried out by AG (accountant general) audit and DE (Director of Education) Audit. In case of any audit objections, a written clarification along with supporting documents/vouchers/bills/ receipts /certificates/ are submitted to the Audit team to account for the expense incurred or funds used appropriately according to the head for which they were allocated.

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)

0

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

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

Our College is a Grant in aid Institution where funds are generated through UGC grants; StateGovernment grants and Especially from CPE phases I & II Grants. In the self-financed courses, the funds are generated through the fees paid by the students. Deficit is managed by the trust. Additional funding is obtained from by faculty members from funding agencies like MHRD,UGC, DSTand University through Research proposals. These funds are utilized for the research and laboratory development. The institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic processes and infrastructure development. Institutional budget is prepared by Principal every year taking into consideration the recurring and non-recurring expenditures. Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. All the major financial decisions are taken by the Institute's Local Managing trust.

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

### 6.5 - Internal Quality Assurance System

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

**Quality Assurance Policy:** "To Pursue global standards of excellence in all our endeavors encompassing teaching, research,consultancy and continuing education and to remain focused in our core and support functions in thatdirection to hold

ourselves accountable to our stakeholders, through embedded processes of self evaluation and continuous improvement." Functions of IQAC:

- Development and application of quality benchmarks / parameters for the various academic and administrative activities of the institution
- Maintain Institutional Quality for sustainable position in education
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.
- Dissemination of information on the various quality parameters of higher education
- Organization of workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes / activities leading to quality improvement
- Optimization and integration of modern methods of teaching, learning and evaluation
- Ensuring the adequacy, maintenance and functioning of the support structure.
- To obtain feedback responses from students, parents and other stakeholders on quality-related
- institutional processes

Best Practice 1.

Faculty development program:

Best Practice 2.

Online Feedback of students:

File Description	Documents
Paste link for additional information	<a href="http://www.vpscience.org/RAR_DOCS/141Feedb ack.aspx">http://www.vpscience.org/RAR_DOCS/141Feedb ack.aspx</a>
Upload any additional information	No File Uploaded

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

**IQAC Of the college is always working towards the quality assurance in the institution with the following Goals. To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices. Knowledge Repository:**  
**Knowledge Repository:** This is one of the unique practices that

include use of ICT in teaching learning process. Faculties at college upload their material, videos, content regarding syllabus on college website. From here students can download it any time. It provides students an opportunity to study from anywhere as in the era of technology, knowledge is just a one click away MoU with A grade institutions Our college has MoUs with other A grade institutes of the state. It offers faculty members an opportunity to study the practice going on in other colleges and they can adopt any if they find it better.

File Description	Documents
Paste link for additional information	<a href="http://vpsscience.org/KnowledgeRepository.aspx">http://vpsscience.org/KnowledgeRepository.aspx</a>
Upload any additional information	No File Uploaded

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

**A. All of the above**

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

can not plan due to lockdown

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

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

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

**Solid Waste Management:** we stress on Collection, Transportation, Disposal [CTD]. Collection: Dust bins are provided throughout the campus. Sweeper collects solid waste from classes and the departments. Throwing the waste anywhere is strictly prohibited. To discourage throwing of solid waste, a fine of Rs.500 fine is imposed on the offender. Use of plastic bags is discouraged within the premises of the College. The NSS unit is actively involved in not only campus cleaning, collection of plastic waste in vicinity and collection of small plastic but also collection of the National Flags r National festivals from roads and grounds, and collection of Plastic and other solid waste from places /sanctuaries they visit. Transportation: Solid waste collected and transported with the help of local municipal collection system Disposal: waste is disposed of by the municipality as per their tribunal norms. Liquid Waste Management: The town has a well constructed and managed drainage system since inception. Safety



the tanks are regularly cleaned to avoid stagnation of water. The cleaning part is outsourced

**E-Waste Management:** E -Waste, is very complex consisting of several hazardous constituents that can cause disorders in our system; therefore, some of the e-waste given to e-waste collection centre "Greeniva Recycler Private Ltd". for recycling.

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="http://www.vpscience.org/RAR_DOCS/715E-wasteMgmt.aspx">http://www.vpscience.org/RAR_DOCS/715E-wasteMgmt.aspx</a>
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

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

**7.1.5 - Green campus initiatives include**

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

**B. Any 3 of the above**

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

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

**B. Any 3 of the above**

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

can not plan due to lockdown

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

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

can not plan due to lockdown

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

**B. Any 3 of the above**

**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	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

can not plan due to lockdown

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

can not plan due to lockdown

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

## 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

can not plan due to lockdown

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

7.3.2 - Plan of action for the next academic year

can not plan due to lockdown