YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

Shri U.P.Arts, Smt. M.G.Panchal Science and Shri V.L.Shah Commerce College, Pilvai

- Name of the Head of the institution

  Sanjaykumar Sumantlal Shah

- Designation

  Principal

- Does the institution function from its own campus?

  Yes

- Phone no./Alternate phone no.

  02763289081

- Mobile no

  9428047489

- Registered e-mail

  collegepilvai@yahoo.com

- Alternate e-mail

  pilvaicollege@gmail.com

- Address

  At & Post: Pilvai, Ta. Vijapur, Dist.: Mehsana

- City/Town

  Pilvai

- State/UT

  Gujarat

- Pin Code

  384550

2.Institutional status

- Affiliated /Constituent

  Affiliated

- Type of Institution

  Co-education

- Location

  Rural

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **Hemchandracharya North Gujarat University, Patan**

- Name of the IQAC Coordinator   **Dr. Chirag A. Acharya**

- Phone No.   **02763289081**

- Alternate phone No.   **02763289081**

- Mobile   **9428224791**

- IQAC e-mail address   **iqac.pilvai@gmail.com**

- Alternate Email address   **mnc.chiragacharya@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

https://pilvaicollege.org/wp-content/uploads/2021/08/AQAR-2019-20.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

https://pilvaicollege.org/academic-calendar-2/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**72.7**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 2	**A**	**3.01**	**2014**	**21/02/2014**	**20/02/2019**
Cycle 3	**A+**	**3.45**	**2019**	**09/09/2019**	**08/09/2024**

6.Date of Establishment of IQAC   **29/06/2007**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Salary	Goverment of Gujarat	2021	67694257
Institutional	Adjustment Grant	Goverment of Gujarat	2021	264383
Institutional	NSS	University	2021	9200
Institutional	Finishing School	Goverment of Gujarat	2021	125000
Institutional	Palcement	Goverment of Gujarat	2021	50000
Institutional	DEDF Fund	Goverment of Gujarat	2021	50000
Institutional	National Gree Crops	Goverment of Gujarat	2021	5000

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

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   03

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

- If yes, mention the amount

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

- The IQAC discus on Peer team suggestions and work according to it.
- The IQAC organized two batches of Finishing School sponsored by Knowledge Consortium of Gujarat (KCG) of Gujarat Government and completed successfully. • The institute starts to utilized the grant of RUSA 2.0 Component 9. • During the year due to Covid-19 situation mostly online activities were arranged. • The IQAC has arranged the programmes under MoUs by online mode.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To do Online teaching work due to Corona Pandemic.	IQAC decided to organize and conduct online educational work in the interest of the students in the pandemic situation of Corona. To do this, create user ID passwords of all the students in the MS Team software and organize the educational work in a planned manner.
To arrange training workshop on Online Teaching & Academic Video Preparation	The institute provides intensive training of MS team software for online teaching to the faculty staff and students in the special situation of Corona. The institute also arrange the training to make academic videos using various softwares.
To organize Online co curricular & extracurricular activities for students	The committee successfully organized the co-curricular & extracurricular activities named Rasotsav and Gnanotsav during the academic year 2020-21
To prepare and submit AQAR.	The committee reviewed the activities and achievement of the institution for the academic year 2019-20. The committee decided to collect the necessary data and documents for AQAR, analyze it, prepare an annual report for year 2019-20 and send

	it in time.
To maintain Botanical Garden	The institute maintain the botanical garden properly and take appropriate action to enriched it with varieties of plants.
To handle the online academic activities properly.	The institute makes Whatsapp group of teacher-students of each class to communicate easily. Aware and train students about online teaching technology. We also organized Training of teachers-students regarding Online examinations. The institute also selected in top five college among all the colleges of the state and awarded Rs. One lakh by the Government.
Enhance research environment by promoting research activities of teachers.	The IQAC and Research Committee promote and encourage teachers for publishing research papers, attending seminars & workshops, applying for recognized research guides and applying for MRP to various funding agencies for creating research environment in the institute. Total 28 registered Ph.D. students among them 5 students got Ph.D. Degree under the guidance of our Teachers. Total 12- research papers and 5 books have been published during the year.
To review the online teaching and online evaluation of students.	The committee commended the planned educational work done by the teachers in Corona's situation and the work of the academic videos uploaded on the institute and personal YouTube channels. Under the UDYAM program run by KCG, Government of Gujarat, the institute was

	selected among the top five colleges of the State for its outstanding performance in online education. This was announced by the Minister of State for Education, Shri Bhupendrasinh Chudasama on Teacher's Day. The Institution was awarded Rs.1 lakh by State Government. The Committee congratulate and appreciate the teamwork of the staff.
To discuss the online Admission Process and online Fee collection for the next academic year.	The IQAC successfully implements online admission process and Online Fee collection done through Office Management Software.
To organize online Experts' Lectures.	The institute organized online experts' lectures through out the year even in the situation of Corona.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Academic Council and Executive committee	17/03/2022

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Shri U.P.Arts, Smt. M.G.Panchal Science and Shri V.L.Shah Commerce College, Pilvai
• Name of the Head of the institution	Sanjaykumar Sumantlal Shah
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02763289081
• Mobile no	9428047489
• Registered e-mail	collegepilvai@yahoo.com
• Alternate e-mail	pilvaicollege@gmail.com
• Address	At & Post: Pilvai, Ta. Vijapur, Dist.: Mehsana
• City/Town	Pilvai
• State/UT	Gujarat
• Pin Code	384550
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid
• Name of the Affiliating University	Hemchandracharya North Gujarat University, Patan

• Name of the IQAC Coordinator	**Dr. Chirag A. Acharya**
• Phone No.	**02763289081**
• Alternate phone No.	**02763289081**
• Mobile	**9428224791**
• IQAC e-mail address	**iqac.pilvai@gmail.com**
• Alternate Email address	**mnc.chiragacharya@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://pilvaicollege.org/wp-content/uploads/2021/08/AQAR-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://pilvaicollege.org/academic-calendar-2/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**72.7**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 2	**A**	**3.01**	**2014**	**21/02/2014**	**20/02/2019**
Cycle 3	**A+**	**3.45**	**2019**	**09/09/2019**	**08/09/2024**

6.Date of Establishment of IQAC	**29/06/2007**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Salary	Goverment of Gujarat	2021	67694257
Institutional	Adjustment Grant	Goverment of Gujarat	2021	264383
Institutional	NSS	University	2021	9200
Institutional	Finishing School	Goverment of Gujarat	2021	125000
Institutional	Palcement	Goverment of Gujarat	2021	50000
Institutional	DEDF Fund	Goverment of Gujarat	2021	50000
Institutional	National Gree Crops	Goverment of Gujarat	2021	5000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	03	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	

• If yes, mention the amount	

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

• The IQAC discus on Peer team suggestions and work according to it. • The IQAC organized two batches of Finishing School sponsored by Knowledge Consortium of Gujarat (KCG) of Gujarat Government and completed successfully. • The institute starts to utilized the grant of RUSA 2.0 Component 9. • During the year due to Covid-19 situation mostly online activities were arranged. • The IQAC has arranged the programmes under MoUs by online mode.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To do Online teaching work due to Corona Pandemic.	IQAC decided to organize and conduct online educational work in the interest of the students in the pandemic situation of Corona. To do this, create user ID passwords of all the students in the MS Team software and organize the educational work in a planned manner.
To arrange training workshop on Online Teaching & Academic Video Preparation	The institute provides intensive training of MS team software for online teaching to the faculty staff and students in the special situation of Corona. The institute also arrange the training to make academic videos using various softwares.
To organize Online co curricular & extracurricular activities for students	The committee successfully organized the co-curricular & extracurricular activities named Rasotsav and Gnanotsav during the academic year 2020-21
To prepare and submit AQAR.	The committee reviewed the activities and achievement of the institution for the

	academic year 2019-20. The committee decided to collect the necessary data and documents for AQAR, analyze it, prepare an annual report for year 2019-20 and send it in time.
To maintain Botanical Garden	The institute maintain the botanical garden properly and take appropriate action to enriched it with varieties of plants.
To handle the online academic activities properly.	The institute makes Whatsapp group of teacher-students of each class to communicate easily. Aware and train students about online teaching technology. We also organized Training of teachers-students regarding Online examinations. The institute also selected in top five college among all the colleges of the state and awarded Rs. One lakh by the Government.
Enhance research environment by promoting research activities of teachers.	The IQAC and Research Committee promote and encourage teachers for publishing research papers, attending seminars & workshops, applying for recognized research guides and applying for MRP to various funding agencies for creating research environment in the institute. Total 28 registered Ph.D. students among them 5 students got Ph.D. Degree under the guidance of our Teachers. Total 12- research papers and 5 books have been published during the year.
To review the online teaching and online evaluation of	The committee commended the planned educational work done

students.	by the teachers in Corona's situation and the work of the academic videos uploaded on the institute and personal YouTube channels. Under the UDYAM program run by KCG, Government of Gujarat, the institute was selected among the top five colleges of the State for its outstanding performance in online education. This was announced by the Minister of State for Education, Shri Bhupendrasinh Chudasama on Teacher's Day. The Institution was awarded Rs.1 lakh by State Government. The Committee congratulate and appreciate the teamwork of the staff.
To discuss the online Admission Process and online Fee collection for the next academic year.	The IQAC successfully implements online admission process and Online Fee collection done through Office Management Software.
To organize online Experts' Lectures.	The institute organized online experts' lectures through out the year even in the situation of Corona.

13. Whether the AQAR was placed before statutory body? | **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Academic Council and Executive committee	17/03/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	17/03/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, 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 Number of courses offered by the institution across all programs during the year	**421**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1803**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1064**

File Description	Documents
Data Template	View File

2.3	**545**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**34**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**42**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**43**
Total number of Classrooms and Seminar halls	

4.2	**4640600**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**148**
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 College is affiliated to the Hemchandracharya North Gujarat University, Patan and follows the University designed curriculum. It operates at UG and PG level keeping in mind goals and objectives that is to make the students employable through holistic education and skill development.

- The University prepares an academic calendar that specifies the duration of the semester, the date of commencement and end of semesters. Choice Based Credit System (CBCS)/elective course system and Semester System have been implemented in all UG and PG courses offered by the College.
- In College Prospectus and Welcome Ceremony all the information regarding programmes, selection of courses, weightage of marks in the internal and external examination and availability of syllabus-study materials-old question papers are given.
- At the beginning of the academic year, an Action Plan is prepared by the IQAC. Academic Calendar of College and Time Tables for all Arts, Commerce and Science programmers are prepared. The Academic Calendar of College and Time Tables are Circulated on the WhatsApp group, Website, Facebook Page and Android App. Due to Corona pandemic, the teaching was arranged online through MS Team.
- Starting of academic year HOD of each department arrange a departmental meeting regarding the Distribution of Syllabus to all faculty members. The department prepares Programme Outcomes and Learning Outcomes of the syllabus of each course. The modules and link of the syllabus of each course are displaying on the college website also. Teachers prepare Teaching Plan as per the academic calendar.
- In tune with the changes of syllabi made by the university, the college procures a required number of books and research journals in the Central Library. The department ensures all the requirements of equipment, materials, chemicals and glassware for practical work.
- All the departments have their own computers with internet connectivity. The teachers are preparing PowerPoint Presentation and download YouTube video encouraged to use the ICT in classes. The use of ICT, laptop, well-equipped laboratory facilitates etc. are made available to the staff and students to ensures effective curriculum delivery and improve their performance.
- To make learning easy, we provide study materials, old

- question papers, video lectures and subjective online quiz with use of ICT through Pilvai College Android App and INTRANET Facility
- The teaching-learning process is according to the course wise outcome of the curriculum.
- To make learning effective and strengthen, various co-curricular activities are organized. All the activities are guided and monitored by the HOD. If there are constraints to complete the curriculum, extra classes and practical sessions are conducted.
- The whole teaching-learning process is monitored regularly by each Faculty I/c, Vice-Principal and Principal.
- The feedback and suggestions received regarding syllabus communicated to university for modifications through our teachers who are members of various university bodies like EC, AC and BOS.
- We find slow, average and advance learner and then plan time table for arranging remedial lectures for slow and average learners

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

- The Institution is affiliated to Hemchandrachary North Gujarat University, Patan and the University prepares the academic calender.
- The College prepares its academic calendar accordance with University Academic Calendar at the beginning of the academic year. The academic activities and schedule of examinations is generally worked out according to the academic calendar provided by the University. The objective behind the preparation of academic calendar is that there should be maximum working days to complete the syllabus and CIE.
- The College uploads academic calendar on college website. Further, it is displayed on the College notice board to enable the students to know well-in advance, the way programmes are going to be conducted.
- During the orientation of new students, they are informed

- about the academic calendar of the college and the CIE.
- The Principal conducts meeting with the HoDs and Staff regarding smooth implementation of the academic calendar.
- The HoDs also conduct departmental meetings and intimate their colleagues about conduct of CIE (Continuous Internal Evaluation). Out of the 30 internal marks of each course, 15 marks are given based on the unit tests and 15 marks are given based on assignments, seminars, attendance, workshops, book review, projects, etc.
- The time of Internal Evaluation (15 Marks) is mentioned clearly in the academic calendar. Department decides the schedule of continuous assessment (15 Marks). All the faculty members follow the academic calendar to complete their CIE task.
- Assignments are given well in advance and the departments ensure their submission as per schedule. In every semester assignments are given and evaluated continuously. The continuous internal evaluation helps the students.
- Internal marks are displayed on the notice boards as well as college website to ensure transparency and correctness before they are forwarded to the university.
- All the matters relating to assignments, HoDs discuss unit tests, marks and performance in the meeting.
- The Heads of the Department monitor attendance and progress of the student every year.
- The institute follows University Academic Calendar for major activities during the year.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://pilvaicollege.org/wp-admin/post.php?vc_action=vc_inline&post_id=1414&post_type=page

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/	B. Any 3 of the above

Diploma Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

02

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

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

100

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The College affiliated to Hemchandracharya North Gujarat University, Patan. The University designed curriculum, on the basis of gender, Environment and sustainability, human values and professional ethics. The core courses having ethical value will be a part of value education leading towards sensitizing the students on the value of life and preparing them for life.

- **Gender equality is an important human right. Our constitution gives equal rights to man and woman apart from their gender. Following generic courses regarding Gender Equality are introduced in our curriculum to aware UG students.**
    - **Human Rights**
    - **Indian Constitution**
- **Environmental studies are very important nowadays. The need for sustainable development is key to the future of mankind. Continuing problems of pollution, loss of forest, solid waste disposal, degradation of the environment, issues like economic productivity and national security, Global warming, the depletion of the ozone layer and loss of biodiversity have made everyone aware of environmental issues. It is clear that no citizen of the earth can afford to be ignorant of environment issues. Environmental management has captured the attention of health care management. Managing environmental hazards has become very important. Human beings have been interested in ecology since the beginning of civilization. Even our ancient scriptures have emphasized on practices and values of environmental conservation. It is now even more critical than ever before for mankind as a whole to have a clear understanding of environmental concerns and to follow sustainable development practices. Following generic courses regarding Environment and Sustainability are introduced in our curriculum to educate UG students.**

- ○ Environmental Science
- ○ Environments Studies
- ○ Disaster Management
- ○ Indian Geography
- In the CBSC pattern, University introduces various Skill Enhancement courses as compulsory generic subjects. Following Professional ethics and Human values added courses are offered to UG students of the College.
- Indian Tribal Culture
- Indian History (Modern Period)
- Cultural Heritage of Gujarat
- Personality Development
- General Knowledge-I
- General Knowledge-II
- Sports & Practice
- Fundamental of Banking
- Communication skill
- Information Technology
- Fundamental of Entrepreneurship-I
- Fundamental of Entrepreneurship-II
- Following core courses on Human Values and Ethics are also offer to UG students of the College
- Shrimad Bhagwat Geeta (Adhyay: 1-9)
- Shrimad Bhagwat Geeta (Adhyay:10-18)
- Kumar Sambhav
- Raghuvansham
- Panchatantra – Mitrabhed
- Constitution of Republic India(Part-II)
- Social Psychology – An Introduction
- Contemporary Issues of Social Psychology
- Applied Psychology
- Adjustment Psychology
- Psychology for Living
- Married Life Psychology
- Cooperation

The curriculum designed to address create awareness in students towards realizing self and effect of right understanding, to lead a practical life adding values to Haman relations and also fulfilling social responsibility.

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

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

199

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

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

207

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**A. All of the above**

from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://pilvaicollege.org/feedback-report/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://pilvaicollege.org/feedback-report/

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

1803

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

1094

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

- **The Institute is situated in a rural area. The process of admission is transparent and on merit basis. In each class, heterogeneous groups of students are admitted. As early as possible, we identify slow and advanced learners by conducting the first internal test. Slow and Advanced learners are also identified through:**

  - **Academic history/Parent feedback**
  - **Performance in class test**
  - **Performance in assignments**
  - **Aptitude test**
  - **Online Quiz**
  - **Counselling Orientation programme**
  - **Involvement in academic and curricular activities**
  - **Academic reports**
  - **Faculty feedback**
  - **Classroom/Lab involvement**

- **The institution responds to the needs of these Advanced learners through the following manners:**

  - **Motivated to secure rank & distinction in University examination**
  - **Extended library facilities and extra tickets are also given**
  - **Encouraged to participate in seminars, assignment, workshop, Science Club and PPT presentation**
  - **Recognition at various forums in terms of cash awards, medals, appreciation certificates.**
  - **Scholarships/awards and rewards**
  - **The numerous intellectual and cultural programmes within and outside the campus provide exposure to develop their innate talents in organizing and it also serves as a platform for interaction and experiential learning**
  - **They are encouraged to offer online courses.**
  - **They are motivated to plunge into competitive examinations**

like GPSC, UPSC, Staff Selection Commission, and other competitive exams.
- **Remedial Measures were taken for Disadvantaged Sections/Slow Learners:**
- **Special Coaching/attention**
- **Remedial Classes Scholarships**
- **Financial aid**
- **Simplified learning material**
- **Personal counselling**
- **Bridge courses for lateral entry students**

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

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

Number of Students	Number of Teachers
1803	**33**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The Institution practices several student-centric participatory learning methods.

- **Participatory learning activities like the presentation of seminars, assignments and project work.**
- **During their academic schedule, PG students are given term projects.**
- **Science department like Physics, Botany, Chemistry and Mathematics to study natural science phenomenon organizes field trips.**
- **Through Pilvai College Android App and INTRANET facilities, the students are made available Online Objective Quiz for 15 subjects.**
- **Students are encouraged to participate in Seminars,**

Workshops, 'Saptdhara' program, NCC, NSS and other competitive events.

- Remedial coaching is provided for weak and slow students.
- Revision of practical work is beneficial to both slow and advanced learners.
- In the science stream, experimental methods are adopted that make teaching and learning more student-centric.
- Various departments conduct a number of activities like seminars, debate and elocution on current issues, group discussion, and science quiz.
- A culture is imbibed among the student that the acquisition of the knowledge and the skills not only takes place during their affiliation with the college but it is a lifelong learning process
- Special computer training workshops for those who do not know the computer. Industrial/ field/ Educational visits/ Field training.
- Students work in Mathematica software and language C in Mathematics laboratory.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

- All the teachers of the institute are ICT enabled. They teach in the classroom through their PowerPoint presentations. During the Corona Pandemic, all the teachers of the college took their lectures online through the MS Team software.
- All the teachers took online internal exam using MCQ method by MS team. They also checked the assignment online. All the teachers were given intensive training on online touching by the institute.
- The institute also provided training to teachers on making video lectures. All the teachers of the institute made video lectures on their subject and uploaded it on the college and personal YouTube channel.
- About 600 academic videos were uploaded on YouTube channel by college teachers in the current academic year. Which benefited not only the college students but the students of

the entire state.

- Under the UDYAM program run by KCG, Government of Gujarat, the institute was selected among the top five colleges of the State for its outstanding performance in online education. This was announced by the Minister of State for Education, Shri Bhupendrasinh Chudasama on Teacher's Day. The Institution was awarded Rs.1 lakh by State Government.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

1:55

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

2.4 - Teacher Profile and Quality

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

33

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

25

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

577.64

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

- In order to ensure rigor and transparency in the internal assessment, the examination committee is formed internally.
- The ratio of the weightage of marks in core compulsory subject is 70% through External Exam and 30% through continuous internal evaluation as per the university rule.
- The systems of internal assessment notifications are communicated to the students well in time. The setting of question paper as per the university examination pattern.
- The facility of in-house printing of the question papers is available. Examination committee prepares the in-house printing schedule and the representative of the respective department remains present accordingly to maintain secrecy. The respective faculty evaluates the test papers promptly and answer papers are submitted to college factotum with in time.
- The CIE includes:
    ○ MCQ
    ○ Assignments
    ○ Seminars
    ○ Book review
    ○ Projects
- Mark sheets of internal marks are circulated. The rechecking/reassessment system in the internal examination is available. The rules for gracing decided by the examination committee are communicated to students.
- The external practical examinations are also conducted and the result is submitted to the university by examiner. Students are giving instruction regarding practical exams and their doubts regarding practical exams are cleared

File Description	Documents
Any additional information	[View File]()
Link for additional information	Nil

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

- College level:
- In case the students are dissatisfied with their result in the Internal Test they are allowed to apply for Rechecking/reassessment by filling in a prescribed form along with the fees for the same.
- The answer sheet/s of such students are sent to the Head of the Department by the Principal/Examination Committee.

- **The HOD gets the reassessment done and submits the result along with his report to the Examination committee. If there is an improvement in the result, it is rectified soon.**
- **University Level:**
- **If a student is dissatisfied with result in the University Exam the process according to the rules of the University.**
- **Although the passing out final exams are conducted by the affiliating university and marks sheets and degree certificates are issued by the university**
- **The college appoints the examination committee, which takes complete responsibility along with the office staff to conduct the entire examination process smoothly.**
- **In order to get the results, marks sheets, and degree certificates from the university, the college has assigned designate office staff.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

- **The BOS of affiliating university prepares the syllabus of each course of the subject. Syllabus of each course communicated to colleges and also available on the University website.**
- **Starting of academic year HOD of each department arrange a departmental meeting regarding the Distribution of Syllabus to all faculty members. The department prepares Programme Outcomes(POs), Programmes Specific Outcomes (PSOs) and Course Outcomes(Cos). The POs, PSOs and COs and link of the syllabus of each programme and course are displaying on College website and hence the students can access any time online.**
- **The college ensures that these POs, PSOs and COs are also communicated to the students through either providing a photocopy or in any case it is dictated in the classrooms. The departments ensure that these POs, PSOs and COs are properly explained and made to understand in the orientation programme itself.**
- **Besides these, each subject teacher makes sure that the**

outcomes are specially explained and notes on these are given so that the students are well informed.

- Besides these, the entire programmes and special lectures and discussion in the classroom teaching are centred around these. Hence there is a continuous communication of the POs, PSOs and COs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://surl.li/cfcen
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

- **Direct Method :**

- In direct assessment, the course outcome is assessed through internal examinations and a final examination at the end of the semester.
- The questions for the internal examinations are framed in line with course outcomes and the attainment is assessed from the answer scripts. The results of the final examinations are used to measure their attainment of POs and COs.
- The overall Course Outcome is calculated by taking the average of percentage attainment of internal assessment and final examination. Computing all COs attainment enables the assessment of POs attainment.
- Various Co-curricular activities such as seminars, workshops, book review, projects, assignments, etc. are also useful for the attainment of POs and COs.

- **Indirect Method :**

- The indirect method of assessment is done through feedback collected from the outgoing students at the end of the course.
- The college has the following mechanism to analyze data on the student performance and learning outcomes to use it for

planning and overcoming barriers of learning:
  - ○ **Result analysis**
  - ○ **Remedial Coaching**
  - ○ **Student Counselling**
  - ○ **Identification of weak learners**
  - ○ **Identification of advanced learners**
- **Feedback mechanism and action-taken report**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://pilvaicollege.org/result-analysis/

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

513

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://pilvaicollege.org/wp-content/uploads/2022/04/Feedback-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

`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)	<u>View File</u>

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

`11`

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

`00`

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
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 always been positive and genuine in creating an academic atmosphere that is encouraging, creative, innovative and progressive to all the stakeholders. The entire teaching learning process, the utmost purpose has been to create a bunch of students and teachers who excel in whatever they are engaged and to promote flavour for research and development. The Institution has constituted a Research Committee to promote, facilitate and monitor research activities in the College. The following initiatives have been taken for creation and transfer of knowledge in the institution.

- Separate research laboratories have been established by Chemistry, Botany and Zoology Departments, in which the equipment for research, glassware and chemicals have been supplied to students of PG and Ph.D do their research work easily and successfully.
- The Research Committee encourages and provides necessary guidance to the faculties in submitting research proposals to UGC and other funding agencies.
- The teachers are encouraged to apply for recognized research of affiliated University.
- It also helps departments in submitting seminar proposals and motivates the teachers to pursue Ph. D. studies.
- The institute encourages and facilitates the faculties for attending seminars/workshops and presenting their research papers.
- The institute also encourages the faculties for publishing research papers.
- The teachers are encouraged for publishing research papers. They are provided with umpteen opportunities to submit innovative research papers, publish them as chapters, books and in journals with ISBN and ISSN respectively.
- To facilitate smooth progress and implementation of research scheme/project following steps are taken:
  - Due independence is given to the teacher plunged into research work.
  - Due efforts we made to make available all the or research work.
  - Resources like, laboratory, equipment, computer, internet, Journals, Chemicals, Glassware, etc., are provided for research work.
  - Separate research section in central library is developed to access back volume of research journal

and thesis. Each teacher can make use of e-library due to personal account in INFLIBNET.
- Honouring the faculty members who have obtained Ph.D, research guide, faculty member who have presented their paper abroad.
- MOU with other academic institute research institute and industry for research co-operation. It also includes students & faculty exchange programme.

- Following efforts are we made by the institute ion to develop scientific temper and research culture and aptitude among students.
  - Students are informed about the research carried out by faculty members, which works as inspiration.
  - Displaying the information regarding various student's projects on notice board and providing guidance of particulars.
  - Our institution organizes seminars/workshop and expert's lecture
  - The research projects are given and guided to the PG students.
- Transfer of knowledge is also done with the help of the workshops on research methodology, guest lectures and students are encouraged to participate in the seminars which are organized
- The college promotes and grants duty leave to the faculty to participate in orientation course, Refresher course and short term training programmes organized all over India. The college supports the departments to organize university level, state level and national level workshops, seminars in the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://pilvaicollege.org/research/

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

183

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

28

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

12

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

05

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

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 classrooms to real life, we have an active NSS (National Service Scheme) which consists of an NSS coordinator, one woman faculty member and 5 student members. This committee performs a unique mentoring process through which many social activities are conducted in a neighbouring society. These extension activities influence the students, their understanding of the problems in the rural and urban areas of the state, the various policies of the Government or the society and their impact on human life are brought to the perception of the students. They are encouraged to participate in various community development programs to develop their allaround personality. Self-discipline, loyalty, respect and patriotism is nurtured among the NCC students. As a part of the whole exercise, the college has adopted nearby villages. In addition, the students are involved in the below-mentioned activities.

- The NSS (National Service Scheme) conducts annual camp in the neighbouring villages for 7 days, which helps them to mingle with the village and rural people to understand their lifestyles and needs better. Various activities enable the students to cultivate the much-needed traits like selfconfidence, leadership, self-discipline, commitment and devotion, hard work and teamwork and the same qualities will help them to excel in academics as well. The students accumulate new knowledge, experience changes in their attitude and behaviour positively towards the socially deprived or oppressed.
- The awareness and thalassemia test for all the students admitted in the first year is compulsory. The counselling to thalassemia minor students and parents are also done.

- Health awareness Programmes, Chikungunya, Dengue and Swine flu Awareness.
- The institution has taken the initiative to make aware the society about social and health problems like female feticide, dowry system, environment protection, waste plastic collection, Back to Nature Awareness Program, consumer protection awareness, anti-corruption, HIV awareness, antitobacco and cleanliness awareness etc.
- Awareness about Government schemes like Jandhan Yojana, Swachchh Bharat Abhiyan, In house toilets, Beti Bachao-Beti Padhao, Vyasan Mukti (about De-addiction), Voting awareness Programmes.
- Activities to celebrate the birth anniversaries of Mahatma Gandhi and Swami Vivekanand, Sardar Patel to spread their messages.
- Celebration of independence day and Republic Day to spread patriotic awareness among the society
- All the significant dates such as Environment day, Yoga Day, Teachers Day, Hindi Day, etc., are celebrated periodically to familiarize students with the value of our ancestors and traditions.
- Various generic courses regarding Environment and Sustainability have introduced our curriculum for UG students.
- To conserve the environment, we cultivate and nurture about 10,000 plants and trees of 300 species by creating ANANDIVAN.
- The Community Science Centre (CSC) and Science Society play an important role to popularize and promote scientific temper in community

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

01

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

28

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

4241

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

10

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	[View File](#)
Details of Collaborative activities with institutions/industries for research, Faculty	[View File](#)

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

14

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	[View File](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

- **The college has a beautiful huge campus with 49 acres of land. The institute has separate buildings like Administrative building, Arts building, Science building,**

Commerce building, Central library building and Hostel building, Principal Bungalow, Staff quarters, Hostel, Canteen, etc. The College has total 6793.15 Sq. Mt. built up area.

- The college is well equipped with the following teaching-learning facilities.
    - Each department has a well-equipped staff room and all staff have computer, printer and internet facility. The campus is Wi-Fi with 13 routers. The faculty members make use of this facility for updating their knowledge and in delivering the lecture.
    - The institution has two well-equipped seminar halls for various academic and cultural activities. Out of it, one has 200 seating capacity and facilitated with AC, two LCD projectors, Inter-active board, LCD Screen, Digital podium, Audio System, etc., while another has 500 seating capacity with Audio-Visual Aids.
    - The institution has a Digital Education and Learning Laboratory (DELL) with 25 computers in LAN with Wi-Fi and Globarina software.
    - A Central Computer Laboratory with 55 computers with LAN and internet facility, Inter[1]active board, Touch screen LCD projector, etc., has been developed under the CPE Scheme.
    - The institution has a Mathematics Computer Lab has 31 computers with LAN and internet facility, Inter-active board, LCD projector, Matlab software, etc., for UG and PG students.
    - A Chemistry Research Lab with sophisticated equipment like FT-IR, AAS, HPLC, Microwave Synthesizer, UV-VIS spectrophotometer, etc., to promote and enhance research activities in the institution. The Synthetic Research Lab and Biology Research Lab are also developed for research purpose.
    - The institution has well-equipped nine science laboratories includes three chemistry Labs, two Physical Chemistry Labs, two Physics Labs, two Biology Labs. Apart from them a Biology Museum with various rare specimens.
    - The College has a huge Botanical garden name 'Anandi Van', which is established with the collaboration with Forest Department. In 25 acres land, we planted 10 rare, 11 endangered and 01 endemic species and total 300 plant species with the help of the forest department. For irrigation, the institute established

- one tube well. To protect plants, we have built a 2.25 km long fencing wall. For the maintenance of the garden, we recruit one garden keeper. Financial support for the maintenance of botanical garden provided by the management of our institute.
  - Total 40 rooms are available for Academic activities these rooms are connected with wi-fi and out of which most of the rooms have LCD projectors and some of them have interactive board also, so all the rooms in the campus are ICT enable.
  - Our College has five internet connection out of which one NAMO Wi-Fi and four GTPL.
  - Government of Gujarat gives tablets at subsidies rate to first-year students of the college.
  - The college has a canteen facility, adequate number of washrooms, NCC office, NSS office, Girls rooms, Community Hall, Women hostel and Mineral Water Facility.
  - The entire campus is under CCTV surveillance.

File Description	Documents
Upload any additional information	[View File](View%20File)
Paste link for additional information	https://pilvaicollege.org/resources-2/

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

SPORTS AND YOGA FACILITIES:

Along with the academic development of a student, it is essential that an educational institution should take care of the physical and athletic capabilities also. The institution has always tried to produce students who become part of the University and State level teams. The Physical Director conducts intercollegiate tournaments and Annual Sports Day every year. Necessary playgrounds, equipment, kits and sportswear are all provided with. Both students and faculty use the indoor and outdoor gymnasium. The College participated in almost all university-level sports competitions and performed well. Many students got selection for all-India inter-university competitions during the last five years. The college facilitated the sportspersons who have selected for the inter-university team.

Yoga and Meditation training sessions are conducted for both students and faculty. International Yoga Day is celebrated every year. The institution frequently organizes a session for meditation, relaxation techniques and stress management, such as laughter therapy.

CULTURAL FACILITIES:

The overall development of a scholar, of course, includes nurturing the cultural and artistic talents too. The college is home for immensely talented students and faculties who take care to nurture the innate talents of the students. The Saptdhara and Cultural Committee focus on polishing the skills of students, under the guidance of the faculty in charge. The college has one open-air multipurpose Stage and two halls which are used for organizing the major cultural events of the college. The college takes part in the University Youth Festival every year. We provide training for the students to participate in the youth festival, along with necessary costumes and props for the group events. The institution organizes Annual Day and Traditional Dress Day every Year. The college facilitated the students who have performed well in the Youth Festival and cultural events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pilvaicollege.org/resources-2/

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

43

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1uB_nvaKhV i8ynJI8vEwbxUnm94fQb8N8/view?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

52.7

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	<u>View File</u>
Upload Details of budget allocation, excluding salary during the year (Data Template	<u>View File</u>

4.2 - Library as a Learning Resource

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

- **The college has a library committee to take care of the issues related to the Central Library. The principal is the Chairperson and the Librarian is the co-coordinator of the committee. All the Heads of the Department are the members of the committee.**
- **The Library Committee plays an important role in deciding the infrastructural requirements of the library, particularly with regard to purchasing of books, journals, software and providing access of online journals to the Departments.**
  - **The details of the library are as follows:**
  - **The total area of the library (in Sq. Mts.): 293.68+233.94=527.62 Sq. Mts.**
  - **Total seating capacity: Common Space-50 for Girls-20, for staff-10**
  - **Working hours (on working days): 10-30 A.M. to 5-00 P.M.**
  - **Working hours (During vacation): 8-00 to 01-00 P.M.**
- **The College has a good collection of about 42,000 books. A good number of books and journals are added every year. The General Library subscribes 88 Periodicals, Magazines and Research Journals and 11 Newspapers. The Library has online access to INFLIBNET e-Resources which provides more than 6,000 online Journals and 31,35,000 e-books.**
- **The library has automated, using integrated library**

management software SOUL 2.0. It provides a very user-friendly atmosphere in the library.

- The college is a member of INFLIBNET N-List consortia for many years and provides access to thousands of e-resources.
- It provides web-based services including access to e-books, e-journals, and research databases.
- Thousands of e-resources are made available from a single point of access
- Details of ICT and Other Tools Deployed to Provide Maximum Access to the Library ILMS software:
  - Soul 2.0 Software OPAC (on the public Access catalogue): Yes
  - Electronic Resource Management Package for E-journals: N-List of INFLIBNET is available
  - Library automation: Yes
  - Total number of computers for public access: 04 Printer: 01 Barcode Scanner: 01
  - Photocopier: 01
  - Internet band with speed: 10 Mbps
  - NAMO Wi-Fi: 100 Mbps
  - Institutional Repository: Yes
- The Highlight of Central Library:
  - A well-furnished fully automated library
  - A wide repository of books, journals, CDs, educational videos, films, newspapers, rare books, e-resources, etc.
  - The facility of Poor Boys Library
  - Special sections of books earmarked for BPL, NET/SET Coaching, Remedial Studies, State Public Service Examination, Civil Service Examination, Career and Counselling Guidance
  - Availability of issue slip, barcode printer and barcode reader, systems for internet browsing and National journals on most of the subjects taught in the College
  - Regular activities like book exhibitions, GK Conner, Wall Paper
  - The college provides old paper sets of University as well as College exams
  - Dissemination of new arrivals

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | **B. Any 3 of the above**

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

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

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

1.08275

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

5.7

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College has successfully oriented the campus and office activities towards integrating IT into everyday activities. IT has been amalgamated into the college activities for improving the quality of teaching, learning and evaluation processes, and also for making the administrative processes user-friendly, efficient and transparent.

- The Administrative office is fully automized and OS and all clerks facilitated with computers, printers, barcode scanner, LAN, etc. It also facilitated with software like Office Management software, Online Scholarship Management Software, Feedback Management Software (Students, Alumni, employers & Parents), Online Examination Software, Online Admission & Fee Management Software, Library Web with OPAC, DMS with Offline Portal- Software etc. The college has also facilitated with software like WINEHOME 10 SNGL OLP NL, WIN PRO 10 SNGL OLP and MICROSOFT OFFICE PRO 2016 SNGL OLP NL for office and library use. The CYBERROM 10 ING FIREWALL software for internet security and distribution management is also purchased.
- The Central Computer Laboratory is developed under the CPE scheme and UGC Development Grant 12th Plan having the facility of one (01) server, fifty-four (54) computers in LAN with Internet Facility.
- The Mathematics Computer Laboratory is developed under CPE scheme having the facility of one (01) server, thirty (30) computers in LAN, MATLAB software and Internet Facility.
- The Digital Educational Learning Laboratory (DELL) established with the help of state Government is facilitated with 25 computers, LAN, internet and spoken English software (GLOBARINA).
- The Central library is the heart of the institution. We have installed the library software SOUL 2.0 to make easy access to resources. We have facilitated central library with computers, printers, photocopier, Barcode Scanners, and internet connection. Membership with INFLIBNET N-list to

access e-resources

- The CAMPUS Wi-Fi SYSTEMS with the help of 13 routers and OPTIC FIBRE NETWORK having high bandwidth is provided to teachers and staff. The INTRANET FACILITY is also provided using the Wi-Fi System. The study materials, Question papers, Question Bank, Educational Videos, Online QUIZ, etc., are also made available to students through this Intranet Facility.
- The college has developed an informative Dynamic Website, which includes online admission, examination, feedbacks, results, scholarship, etc.
- The Government Provided 100 Mbps Internet Facility under NAMO WiFi Scheme for Students.
- Each Faculty is given computer and internet facility. The college provides the facility of the laptop to each department for PPT presentation in and outside the campus.
- In Career Guidance Center, LAN, internet connection, printer, photocopier facilities are available for the students.
- The Research Laboratory of chemistry is facilitated with four (04) computers, printers, internet and subjective/instrumental software facilities.
- Thirteen (13) Audio Visual Class Rooms/Smart Class are well equipped with LCD projectors, Interactive Boards, Audio System, internet facility.
- A Virtual Class Room developed under the CPE scheme from where the live telecast of the lecture can be viewed from various academic institutions outside the college by video conference system.
- Well-equipped Examination Room computers, photocopiers, printer, ADF scanner, internet, OMR Reader software. Laptop and Internet facility is provided to Principal, Vice-principal and IQAC Coordinator for data portability.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://pilvaicollege.org/resources-2/

4.3.2 - Number of Computers

148

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

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

52.70

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

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

The college has well-established machinery in place for maintenance of campus facilities. This is primarily achieved through the monitoring of various committees like Academic Council, Planning Board, Building Committee, Purchase Committee and IQAC with necessary support systems.

The college has made adequate arrangements for the maintenance and

upkeep of the college infrastructure. The management ensures that enough UGC grants and funds are allocated and then utilized for the maintenance. We have a committee to ensure optimum allocation and utilization of the available finance. It functions in following manner. The institution collects the suggestions and complaints from the students and staff members. The committee classifies it on the basis of requirements and then it is forwarded to the head of the institution. The head of the institution solves the problem and makes suggestion to related person who looks after the maintenance task. Analyze them. Allocate appropriate financial aid to the requirement. Invite tenders from different agencies. Compare it and the select tender on the basis of lowest cost qualitative work. Place the order

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://pilvaicollege.org/wp-content/uploads/2021/02/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1213

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

`23`

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to Institutional website	https://pilvaicollege.org/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

`220`

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

`00`

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student 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	B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

210

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

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

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

00

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

5.3 - Student Participation and Activities

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

one) during the year

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

`00`

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

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 Pilvai College Vartul is an active Students' Council established in 2003. The College always boasts of a proactive Students' Council with the best of the student talents in the campus. The Pilvai College Vartul includes 16 vartuls. Each subject has a Vartul. The students of each subject are the member of the subject of the Vartul. Each departmental Vartul runs a "Wall magazine". In addition to "Wall magazine", a number of varied activities take place under the title of the Pilvai College Vartul, i.e. seminars, workshops, debate, elocution competition, poem reciting, shloka chanting, quiz, etc. Moreover, resource persons of different subject are invited to deliver lectures. The teachers provide a 'generating force' to these Vartuls. At the end of the year, students, playing an active role in keeping the wheel of Vartul moving smoothly, are duly awarded.

The HOD of each Vartul nominates one male and one female student as Student Representatives based on their merit in the respective subject. This Vartul works as a bridge between the institution and students and ensures a smooth and timely dissemination of information and solution of some problems. It also facilitates various activities in the classrooms and college campus.

The College has a policy for the dynamic participation of the

students in the various academic, cultural and administrative bodies/committees and other day-to-day activities. This prepares the students for leadership roles, organizing events teamwork, execution skills. The student representatives in various collegecommittees like IQAC, Saptdhara, Science Society, Cultural Committee, NSS, NCC, Career Guidance Centre, etc., for academic, co-curricular and extension activities play a vital role in the coordination and cooperation in organizing these activities.

The major objectives are as under:

- The Student Representatives play an important role in maintaining the code of conduct of the college and reporting any disciplinary issues to the committee members.
- The representatives help the class teacher in conducting class activities, Unit Tests, assignments as well as attendance of students.
- To develop skills of students by involving them in the planning and implementation of academic and co-curricular activities.
- To cultivate the learning process through practical experience that encourages and makes students more confident. It also improves their communication and leadership skills.

Every year, the college follows a unique designed process and announces Best Boy - Best Girl for each stream. Each department nominates one-boy and one-girl representatives based on their merit, active participation in NSS, NCC and Cultural activities. The interview committee decided the Best Boy - Best Girl for arts, science and commerce stream after the oral interview of these candidates. Based on the interview, a Principal, Vice-Principal and Faculty I/Cs are selected for Teachers' Day celebration. Best Boys - Best Girls are facilitated on Annual Day. They help in organizing various academic, cultural and extension activities.

File Description	Documents
Paste link for additional information	https://pilvaicollege.org/pilvai-college-vartul/
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

17

File Description	Documents
Report of the event	*View File*
Upload any additional information	*View File*
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	*View File*

5.4 - Alumni Engagement

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

- **The institution has spent 59 years of its esteemed existence. This institution is fulfilling its mission and vision and has fortified a number of youths with higher education. Three generations of people of this area have acquired higher education through this institution**
- **This institute is very lucky that three secretaries and about 50% of members of the Managerial Body and Executive Body of the Management are alumni of this Institution. The Principal Dr Sanjay Shah is also alumni of this college. This factor plays a remarkable role in the development of the Institution.**
- **A number of our alumni have proved their merit in the respective fields of their career. Our alumni are academicians as VC, Principals, Teachers from Colleges and Schools all over Gujarat.**
- **Legendary Politicians like Mrs. Anandiben Patel (Hon. Governor of MP, Ex. CM, Gujarat), Shri Ramanbhai Patel (MLA, Vijapur), Dr C.J.Chavada (Ex. MLA, Gandhinagar), Shri Kantibhai Patel (Ex. MLA, Vijapur) and Shri Dipak Babariya (MahaSachiv, Congress) are alumni of this institution.**
- **Officers ranging from Magistrates, Army personnel, Police officers, Revenue Personnel and social workers are alumni of this college.**
- **Pilvai College Vartul- Alumni association**

- The College has established unregistered active Alumni association under the patronage of "Pilvai College Vartul". The Pilvai College Vartul is a Students-Alumni association. After completion of Programme, the outgoing student automatically becomes a member of the Alumni Association. Thousands of alumni are members of the Alumni Association.
- The Alumni Association has a strong mechanism. All the alumni can register themselves online through registration on the webpage. It acts as a bridge between the former students, current students and stakeholders.
- The annual alumni gathering normally takes place on Annual Day every year. The Annual day is fixed in order to ensure maximum participation of the members. These alumni are invited to the annual meeting through personal contacts, Facebook page and college website. The feedbacks of alumni are also taken through the website online.
- The association proposes to do the following activities
    - To arrange annual get-together during the annual day and honour the alumni who have secured a prominent position.
    - Alumni give their suggestions for improvement and development of the college.
    - To encourage and inspire the Alumni to donate the college generously and be helpful in the placement of students.
    - The alumni contribute to college through their valuable suggestions, helping in expert's lectures, placement, financial support and help in grievance redressal.
    - To elect the President, Vice-President, Secretary and executive members of the Alumni Association every year.
    - To become a part of academic and holistic development of the college, including financial assistance to meritorious students

File Description	Documents
Paste link for additional information	https://pilvaicollege.org/pilvai-college-vartul/
Upload any additional information	**No File Uploaded**

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Shri U. P. Arts, M. G. Panchal Science and Shri V.L.Shah Commerce College, Pilvai was started by Uttar-Purva Gujarat Uchcha Kelvani Mandal, Pilvai in 1960 by donors truly devoted to the aim of education with a view to imparting higher education to brilliant but socially backward and economically poor students belonging to the rural area. This college is only one tri-faculty(Arts-Science-Commerce) college of the University. Ever since its establishment, the institution is benefited with sighted Managing Authorities and enthusiastic Principals. The institution has spent 59 years of its esteemed existence. This institution is fulfilling its mission and vision and has fortified a number of youths with higher education. Three generations of people of this area have acquired higher education through this institution. In this smooth and successful completion of 59 years, a great contribution of local society has remained notable.

The Vision and Missions of the Institution are given below:

Vision:

- **To educate and enable youth to enhance the dignity and progress of the society as well as the nation.**

MIssions:

- To make the rural youth aware and obedient of constitutional values like democracy, secularism and freedom of opinion and to make them execute the duties of a true citizen sincerely.
- To nurture them at gender equilibrium in order to avoid partiality with regard to sex in daily life.
- To enable a village to be economically and socially potential centre of development.
- To make the youth live in honour by undertaking inherited and traditional business by employing appropriate technology.
- To arouse vocational skill and curiosity of self-employment in the mind of the youth.
- To disseminate science and technology, and to eliminate social evils in society by developing the scientific approach.

The Sanskrit line "Aa No Bhdraha Kratvo Yantu Vishvatah" means "May auspicious thoughts come to us from all over the world" written on the logo itself indicates the importance and openness to acquire knowledge for the Institution.

To fulfil the Vision-Mission, the Institute has been promoting quality education to students from the rural area having diverse backgrounds and abilities are admitted. Their individual needs are properly addressed. The governance of the institution is always committed and eager to fulfil all the educational needs of this college located in a small village. The latest ICT tools and requirements needed to enrich the knowledge of teachers and students have been made available here. The College ensures the competency of staff and helps the faculty to develop continuously. For this purpose, the college encourages teachers for research activities and organizes various training seminars/workshops. In addition to regular education, highly qualified teachers of this organization are also doing innovative experiments in the teaching-learning process. With a view to arousing versatile personality of students, co-curricular and extracurricular activities like cultural, sports, NSS., NCC., seminars, workshops, skill-based training are duly carried out here. Huge physical and academic infrastructure and eco-friendly academic atmosphere are the peculiarities of this institution.

File Description	Documents
Paste link for additional information	https://pilvaicollege.org/
Upload any additional information	No File Uploaded

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

- **The Governing authorities of Mandal take the lead in the governance and management of the institution. The Managerial Body and Executive committee of the management along with the Principal support day to day functioning of the Institution administration.**
- **The management inspires the staff members by its personal interaction during get together meetings and motivates the staff to give the best in the teaching assignments. Authority and executive members of Management are always available to guide us for the overall development of the Institute. They encourage and sanction funds to utilize the funds for different developmental activities of the college. They also contribute generously in terms of awards and recognition to deserving candidates.**
- **The college practices decentralization and participative management by constituting Institution level committees and assigning work to different committee members. Each committee is headed by a convener and few members under the chairmanship of the Principal. The official notice is issued along with the guidelines defining the roles and responsibilities of the committees.**
- **Policies and plans are constituted, monitored and evaluated by IQAC.**
- **The Principal, Vice Principal, Faculty In-charges, HODs, Administrative Coordinator and the various committees implement the plans and policies together.**
- **The staff members participating in the execution of the institutional activities are motivated and good work is appreciated by the authority.**
- **The committees prepare action plans and submit to the principal for approval. The committees carry out the activities and at the end of the academic year, the conveners submit the reports of the work done to the head of the institution.**
- **The students' representatives are also nominated to carry out the co-curricular and extracurricular activities.**

- Feedbacks available from the students and stakeholders are considered for the improvement of the plans and policies.
- The Principal constitutes different committees at the beginning of each academic year. These committees are

- IQAC
- Admission Committee
- Time-Table Committee
- Library Committee
- Finance Committee
- Research Committee
- Saptdhara
- Career Guidance Centre
- Grievance Redressal Committee
- Pilvai College Vartul

- Cultural Committee
- Sports Committee
- Examination Committee
- Anti-Ragging Committee
- SC/ST/OBC Cell
- Women Development Cell
- NSS
- NCC
- Science Society
- IPR Cell

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective/Strategic plan and Deployment The college follows a formally stated policy. After accreditation by NAAC in 2007, the IQAC was constituted. The IQAC comprises of eight 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 Managerial body and IQAC
- The feedback system (From Stakeholders, Alumni, Staff, Parents 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
- Heads of the departments monitor the system of each department regularly. Faculty meet for feedback twice in a semester.
- The Principal of the institute is a liaison between the students and the Management. Infrastructure requirements (Academic, Research, Physical) for the institute are conveyed to the management and the Principal sees to it that they are fulfilled.
- Policies and plans are constituted, monitored and evaluated by IQAC.
- The Principal, Vice Principal, Faculty Incharge, HODs and the various committees implement the plans and policies together.
- The institute has developed and established the culture of excellence through the excellent teamwork of the staff under the guidance and leadership of the Principal. As a result, the institution has achieved A-Grade in 2nd Cycle and the "College with Potential for Excellence (CPE)" (2nd Phase) Status of UGC. It is a matter of great pride for our institute, which is situated in a rural area. Due to CPE status, a major change has been brought about in the organization in term of physical as well as academic infrastructure. Along with that the psychological transformation of the staff will increase the ability and quality of teamwork. This will be proving more beneficial for the institution in future.
- Authority and executive members of Management are always available to guide us for the overall development of the institute.
- The official notice is issued along with the guidelines defining the roles and responsibilities of the committees.
- The committees prepare action plans and submit to the principal for approval. The committees carry out the activities and at the end of the academic year, the conveners submit the reports of the work done to the head of the institution.
- To groom leadership at the student level, the students' representative is also encouraged and nominated to handle the co-curricular and extracurricular activities.

- **For academic matters, HODs are given full liberty to improve the academic level.**
- **Physical Director, Librarian, Rector, Programme officer of NSS, Officer of NCC and conveners of different committees are also independent to perform their duties.**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://pilvaicollege.org/academic-calendar-2/
Upload any additional information	**No File Uploaded**

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

- **The Managerial Committee of Uttar-Purva Gujarat Uchcha Kelavani Mandal, PILVAI consist a President, a Vice-president, four Secretaries and other 31 members including the Principal. Other important bodies of the management are the Executive committee and the Academic Council.**
- **The Principal of the institute is a liaison between the Staff-Students and the Management. Infrastructure requirements (Academic, Research, Physical) for the institute are conveyed to the management and the Principal sees to it that they are fulfilled.**
- **The Management also appointed Vice-principal, Administrative Coordinator and three Faculty I/Cs for strengthening administrative and academic activities.**
- **The HOD of each department leads the academic and administrative work of the concerned department. The HoDs are given total academic freedom by the Management.**
- **The Principal, head of the institution constitutes different committees at the beginning of each academic year for the smooth functioning of Administrative, Academic, Extracurricular and Research activities.**
  - **IQAC**
  - **Admission Committee**
  - **Time-Table Committee**
  - **Library Committee**
  - **Grievance Redressal Committee**
  - **Cultural Committee**
  - **Sports Committee**

- Examination Committee
- Anti-Ragging Committee
- SC/ST/OBC Cell
- Finance Committee
- Research Committee
- Saptdhara
- Career Guidance Centre
- Women Development Cell
- NSS
- NCC
- Science Society
- Pilvai College Vartul
- IPR Cell

- The Management of the Institution is visionary and committed. In short, Management monitors the following processes:
  - Teaching-Learning Process
  - Recruitment
  - Promotion of Staff
  - Freedom for Academic Development
  - Financial Support
  - Evaluation of Teachers Performance

- The recruitment of the teacher is as per the norms of the UGC, State Government and the affiliated University. The institution working hours are set according to UGC and Government of Gujarat norms. GPF, Casual Leave, Earned Leave, Medical Leave, Maternity leave, etc., have benefited the teaching and non-teaching faculty.

- Each and every staff as and when eligible for a promotion by acquiring required qualification and the score as stipulated by the API of UGC norms, the College management follows the procedures as early as possible for his / her promotion. Institute has constituted a Grievances Redressal Committee.

- The Grievance Redressal Committee heading by the Principal. This committee discusses the matter with the Principal to solve the problem. The institute has well-defined grievance redressal procedure. Prompt and effective disposal of grievances of various stakeholders is being done.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Welfare scheme for Employee:

The Welfare measures provided by the institute for teaching and non-teaching staff are as under:

- **Group insurance scheme like GSLI by the government for all permanent employees**
- **Various leaves are available to teaching and non-teaching staff are vacation leave, Casual Leave, Earned Leave, Medical Leave, Maternity and Paternity Leave.**
- **EPF [Employee Provident Fund] for Self-Financed staff.**
- **Accommodation facility for Teaching and non-teaching in staff quarters and temporary accommodation facility in Guest Room.**
- **The class III & IV employees get the facility of Bonus once a year for the festival.**

- The class IV employees get the benefit of uniform.
- There is a Registered Co-Operative Credit Society on the Campus, directed and managed by the staff. This credit society provides various services like deposit and loan to its shareholders up to a limit.
- Gratuities, Pension and all other such Government welfare schemes and measures are given to the staff
- First Aid Facility on the campus
- Additional Facility of the Central Library, computer and laboratory are provided to teachers conducting research.
- Duty Leave is granted to teachers to participate and present papers in seminars
- Grievance Redressal Cell takes care of the complaints of the students as well as staff.
- Medical reimbursement Scheme: refunds the medical expenditure of employees and their Dependents.
- Sexual Harassment Policy: A Women's grievance redressal cell for addressing complaints regarding sexual harassment
- Parking Facility
- Free Wi-Fi facility throughout the college.
- Complete support and assistance is provided to the faculty for pursuing higher studies and Research Projects
- Leave Travel Concession: Subject to rules and regulations, the travelling expenditure of the employees to any place in India is refunded.
- Accidental Death Policy Insurance Scheme for all staff members as well as all the students on the campus
- Faculty members are encouraged to take up/join self-development programs and higher education.

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

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

00

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

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

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

00

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

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

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

11

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

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

The college has an effective performance appraisal system for both teaching and non-teaching staff. For assessing performance related to teaching, the evaluation indicators are academic excellence gained by the students, learning the outcome of the students and the API scores of the faculty. For non-teaching staff, the indicators are efficiency, economy and time-bound completion of tasks.

PERFORMANCE APPRAISAL SYSTEM FOR TEACHING STAFF

The Institution has a three-level mechanism for appraisal of the performance of the teachers.

Teacher's Self-Appraisal System:

It is a mandatory process for every teacher to have the self-appraisal form furnished by College every year. In this stage, the teacher furnishes the form in such a manner that it sheds light on the activities pertinent to the creation and dissemination of knowledge apart from the teaching-learning process. It also evaluates the involvement of the teacher in the extracurricular and co-curricular activities. Participation in seminars and conferences; presentation of papers in seminars and publication of articles in journals and involvement in extension activities are also assessed at this juncture. The self-furnished appraisal form transfers to the IQAC through HOD. This introspective mechanism equips the teacher to chalk out plans to strengthen the areas to which one is not accustomed.

Teacher's Evaluation by Students

The students get an opportunity to evaluate the performance of their teachers through an online questionnaire on website and Android App. The parameters evaluated in the rating scale. The IQAC and the Principal analyze the analysis report generated. The analysis report is shown to the teacher and the Principal give suggestions for improvement and takes actions if required.

Teacher's Evaluation by Authorities:

The HOD, Faculty I/C, Vice-Principal and the Principal continuously monitor and evaluate the daily work of teacher throughout the year. On the bases of the analysis of the results of University examinations, the Principal tries to judge the performance of the teacher and discusses the matter with the concerned teacher personally. He guides the teacher for improvement in his/her performance

- Parameters of performance appraisal consist of:
- Punctuality
- Use of innovative teaching methods
- Completion of syllabus
- Feedback
- Attainment of higher qualifications and participation Research, curricular, co-curricular & extracurricular activities
- Computer literacy and the ability of ICT Honesty and Integrity

PERFORMANCE APPRAISAL SYSTEM FOR NON-TEACHING STAFF

- It is mandatory for every non-teaching staff to have the self-appraisal form furnished by the college every year.
- The performance of the non-teaching staff of the college is also assessed through general online feedback form filled by the students, alumni and parents about the college.
- The Principal and Administrative Advisor continuously monitor and evaluate the daily work of nonteaching staff throughout the year.
- The parameters of the performance appraisal system for nonteaching staff:
  - Punctuality
  - Agility
  - Discipline
  - Honesty

- ○ **Dependability**
- ○ **Integrity**
- ○ **Reliability**
- ○ **Technical skill enhancement**
- ○ **Vertical enhancement of qualification**
- **The Principal, based on all analysis, give suggestions for improvement to non-teaching staff if find necessary**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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 accounts are done by Tally software so authorities can monitor entries. There is a mechanism of checking, rechecking and crosschecking of accounts by the Accountant, Office Superintendent, Administrative Coordinator and Principal periodically.**
- **Besides, an arrangement is made by the management for internal audit at least two times a year by C.A. firm, Patel Mankad & Co., Ahmedabad. In the case of spending of UGC grant, there is IQAC, Finance Committee and Library Committee. It finalizes the purchase of necessary equipment and books of the Institute. All purchases are done through a tender system.**
- **The state government periodically also does an external audit. The grant of state government is finalized only after the audit. The last government audit was done in January 2019. There were no major objections raised by the auditor**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

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

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

Mobilization of funds:

The sources of fund for the Institute are

- The grant from State government
- The grant from UGC under various schemes
- Fees from aided courses
- Fees from courses under Self Finance Programmes
- Donations from Alumni, Senior staff members and general public/community
- Supporting financial assistance from the Management
- Pilvai College Vartul- A Student-Alumni association

Utilization Policy :

- Financial resources are available through State Government, UGC and various fees from students which are utilized and monitored by the top management, Principal, Accountant & different committees.
- The State Govt. provides grants only for the salary of the staff (teaching and non-teaching) working in aided departments.
- Grant received from UGC under various schemes like CPE, College Development Grant, Additional Grants, Golden Jubilee Grant, Merged Scheme, Women Hostel, BSR, MRP, RUSA, etc., can be used only for the purpose it is granted for.
- Fees from the aided courses are collected under different heads and there is no liberty to divert it for any other purpose. The tuition fees collected is deposited to the

Government in the salary grant account. The college uses the development fee for different purposes.

- Fees from the courses under SF are the main source of fund for the Institute which is used for the various needs. The major part of it is used for the salary of teaching and non-teaching staff working in the SF departments. Seven teaching posts and half of the non-teaching posts under aided departments are vacant. The management appoints part-time/visiting teachers and non-teaching staff against vacant posts. A part of this fund is used for the salary of part-time teachers and staff.

- The Managerial body and IQAC of the college from time to time according to the need of the college decide the policy and procedure for resource mobilization. The Purchase Committee decides the policy and procedure for purchasing any item. Each item is purchased by comparing a minimum of three quotations received from different vendors. The comparative statement of quotations placed before the Purchase Committee. The purchase order is released after the final decision of the committee. The payment made over Rs 10000 only by cheques.

- Collection of tuition fees, purchases of materials, books, stationeries, equipment and its maintenance, payment of bills are through centralized accounts department. All purchases are done through a tender system. Each and every transaction is supported by the vouchers.

- All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheques. Only authorized persons by management can operate the transaction through the bank. Internal Chartered Accountant conducts a financial audit twice in every financial year to verify the compliance.

- The State Government periodically does the external audit. The grant of State Government is finalized only after the audit.

- The accounts are done by Tally software, so all the entries can be monitored by authorities.

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

6.5 - Internal Quality Assurance System

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

```
Contribution of IQAC to Institutionalize Quality Assurance
Strategies and Processes:

Development and Application of Quality parameters

IQAC has made the faculty and the staff aware of the parameters of
quality assessment, and channelize the activities, introduce new
models, design the forms as well as maintains records of their
activities.

Creating a Learner-Centric Environment

The IQAC undoubtedly took the lead in transforming the learning
atmosphere in the campus into a learner[1]centric one, though the
institution functions within the limitations of a traditionally
structured curriculum and time-pressed semester examination
system. Moodle, the free Open Source software package, is utilized
as the learning platform or Course/Learning management system.
Also motivates teachers to adapt their teaching approaches so that
the learning system becomes easy and interesting and the
facilities can be utilized more effectively.

Feedback Response System

Every year, under the initiative of the IQAC, the feedbacks on the
academic and administrative processes and facilities are taken
online from the stakeholders. Relevant issues are taken up and
appropriate responses and measures are suggested by the IQAC to
the Management, which sees to the implementation of these in due
course of time.

Enhancement in Curricular, Co-curricular and Extension Activities

IQAC organizes workshops, seminars, exhibition, competitions
aiming at the interaction of the academic and industrial realms,
which is hugely beneficial for the teachers and the students. The
IQAC also emphasizes for increases the involvement of students in
Curricular, Co-curricular and Extension Activities

Documentation

The IQAC meticulously document the participation of faculty and
students in various curricular and extracurricular activities. The
```

IQAC monitors the departmental documents by providing clear guidelines and documentation materials. Each faculty and department is asked to maintain a record of their academic activities. All the documents are collected by the IQAC at the end of the Year. The activities are reflected in the Annual Report published by the College.

Implementation of Best Practices

IQAC is also the nodal agency for coordinating and implementing the best practices of the institution. The best practices such as Green Audit, Energy Audit and Academic Audit were conducted on the campus. All the studies were done in a time-bound manner and its recommendations were implemented in the campus. The IQAC convener also headed the Strategic Plan.

Development of Quality Culture in the Institution.

The IQAC associates closely with the conduct of various programmes on the campus and provides guidelines for the Committee/body/ department regarding the organizing of events. IQAC ensures the avoidance of plastic, for instance, and works with the NSS and the NCC in maintaining the Green Protocol. IQAC also makes sure that while new constructions are being done, the differently abled are kept in mind. Preparation and Submission of AQAR Preparation of the Annual Quality Assurance Report (AQAR) based on the guidelines and parameters of NAAC is definitely a prime duty of the IQAC.

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

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

IQAC reviews its teaching-learning process, structures & methodologies of operation annually. It also verifies the learning outcomes periodically through student feedback and departmental meetings. IQAC found that the teaching method must be made more interactive and more visual in the benefit of the students. IQAC of the college has initiated a number of steps for making the teaching-learning more interactive. As an illustration of the IQAC

initiated review processes below two case illustrations are presented.

I. Institutional reviews facilitated by the IQAC:

Feedback on Teachers' Performance: Every year the College conducts a performance appraisal of teachers by randomly selected students from each class, as per the requirement. The IQAC of the College undertakes the analysis of this feedback. This feedback includes both content and methods of teaching, teachers' strengths and weaknesses in teaching. The feedback analysis provides a reliable source of information regarding the quality status of the teaching-learning process in the College during that particular year. The coordinator of the IQAC communicates the feedback analysis to the Principal who takes necessary action where required. From the year 2017-18, the online feedback system is started.

Annual Academic and Administrative Audit: Each year toward the end of the second semester, the IQAC undertakes the annual academic and administrative audit. This is done by collecting information regarding the various developments in the College during the year as per the NAAC criterions. This information also is reflected in the Annual Report of the College prepared by the College. The annual Academic and Administrative Audit (AAA) is the primary source for preparing the AQAR each year.

II. Implementation of teaching-learning reforms facilitated by the IQAC:

The IQAC in its annual Plan of Action makes several recommendations aimed at bringing about general improvements in the overall functioning of the College. This includes plans to reform teaching, learning and evaluation. The IQAC has recommended several steps to enhance the effectiveness of the teaching[1]learning process through its Plan of Action. The institution enhanced students centric methods to make teaching interesting. During this period the College launched To cater to these developments and to attend to the changing requirements, the College has undertaken many steps to reform the teaching-learning process and facilities. These include new Central Computer Lab; new ICT enabled Smart Class Rooms, Upgradation of Seminar Hall, Wi-Fi Campus, new Laboratory Equipment, Additional Books and Journals, organizing guest lectures, seminars/conferences.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://pilvaicollege.org/iqac-minutes/
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

PROMOTION OF GENDER EQUITY

- **Gender equity is promoted by the organization through various programmes.The organization has been allotted a grant for gender equity under RUSA 1.0 grant.Under this scheme various seminars, workshops etc. on Gender Equity were organized by the organization during the year.**

SAFETY AND SECURITY:

- **Our institute is located in a rural and natural setting;**

therefore special measures are taken for security and safety. The campus is protected from a 2.25km long compound wall. 24 hours of security is employed for the campus.

- While entering the college premises it is mandatory for the students enrolled at this institution to wear the ID card issued by the college. This helps to keep a check on the entry/presence of unscrupulous elements on the campus.
- The identity of any visitor to the college is first ascertained /checked by the watchman and then communicated to the college office.
- The campus is under CCTV surveillance.
- Anti-ragging Cell: Ragging in any form is strictly prohibited inside the college campus and hostel. The authority of college deals students seriously who indulge in any such activity. Anti-ragging Cell has been established in college as per the UGC and plays a vital role in the welfare of the students. The information regarding Anti-ragging Cell is displayed at college campus and college website also.
- Grievance Redressal Cell and Women Development Cell: All stakeholders including students, faculty members and parents can complain about their grievance to the Principal or to a specially created complaint box. All complaints received are processed and communicated.
- Objectives :

  - To deal with the complaints of sexual harassment and any other type of harassment of the female students, women staff of the college.
  - To process all the individual complaints and take immediate suitable action.
  - To provide assistance to the Faculty/Colleges for taking preventive steps in the matter of gender discrimination and sexual harassment.
  - To form/review the guidelines/policy for redressal of the grievance as required from time to time, which may be in accordance with those issued by Supreme Court and Government Agencies

COUNSELLING

- Regular teachers of the college are appointed as mentors for counselling of students. Each mentor is allotted a group of 50-60 students. To help Mentor, two senior students per group also play the role of an assistant mentor. T
- he institute displays and communicates students the list of Counseling Groups (including Mentor, Senior Students and

allotted students) at the begging of the academic year.

- **Mentors are helpful in students' academic, administrative and personal social problems. They are counselling students from time to time. They also use their expertise to help and guide the students in their regular study and improve their performance.**

COMMON ROOM

- **There are separate washrooms for girls. The facility of two special common rooms is also available to the girl students.**

File Description	Documents
Annual gender sensitization action plan	https://docs.google.com/spreadsheets/d/1dvqEZPqBGXFNdaqZ6jdV0sUdxKAmmoiK/edit?usp=sharing&ouid=111404864028353654018&rtpof=true&sd=true
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/11J3r--f9fmURxpeOgrunVRUJYaINl_FT/view?usp=sharing

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	View File
Any other relevant information	**No File Uploaded**

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

SOLID WASTE MANAGEMENT:

- **Each classroom/staffroom/office/library is provided with**

dustbin, which is regularly emptied. Most of all the solid waste is biodegradable and in the form of leaf and papers which thrown into the dug pit and converted into natural fertilizer by providing a suitable environment.

- The institution follows 'Green Protocol' while conducting seminars and other events.
- Students and faculty are encouraged to use steel lunch boxes.
- Proper maintenance of infrastructure and timely repair of furniture is done to minimize solid waste.
- Used papers and newspapers are sold for recycling.
- The college canteen strictly sees that any kind of non-biodegradable materials is not used for its functioning.

LIQUID WASTE MANAGEMENT

- Wastewater Treatment Plant: The wastewater from chemistry laboratories causes heavy damage to the soil and ecosystem in the long run. The wastewater is cleaned by a small self-made treatment plant by the chemistry department. Wastewater of labs is collected with pipes in the topper tank of the plant. In this, by adding potassium hydroxide pellet the present heavy metals are precipitated in their corresponding hydroxides. Precipitates keep overnight; the above clean water is decanted in a lower tank of the plant. In the lower tank, the collected basic water is neutralized with the required amount of weak-acid. The water is then treated with hydrogen peroxide resulting in the degradation of carbonates and organic compounds into non-hazardous compounds. Finally treated water was used for irrigation purposes.

E-WASTE MANAGEMENT

- E-waste is minimal as the staff-students are not encouraged to use CDs and other temporary e[1]resources. Most of the information is shared through online or through web and hence the e-waste is minimal. File Description

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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

D. Any 1 of the above

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

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

- **The Institution always takes initiatives for providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.**
- **Staff and Students of all religions and castes are treated**

- equally in the institute.
- Festivals of all religions and castes are enthusiastically celebrated in the organization.
- The cultural activities of the institute also include regional and religious dances of different states.
- Expert Lectures on tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, etc., are organized regularly.
- Various activities have been done under RUSA 1.0 grant under the Equal Opportunity Center established in the organization.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

- Every effort is made to make the students and staff of the institute understand and be sensitive to their constitutional rights, duties, values ??and responsibilities.
- For this, various lectures of experts and activities are arranged in the institute.
- In the generic course conducted at UG level in the college, students are given detailed guidance on Indian Constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://docs.google.com/spreadsheets/d/1S-bjcduxAjRefGC6m5tB3CFa1p0oafWI/edit?usp=sharing&ouid=111404864028353654018&rtpof=true&sd=true
Any other relevant information	https://drive.google.com/file/d/169v-68PAee9tYQ-6sgIIZ5qZAmIE1Qit/view?usp=sharing

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts	A. All of the above

periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The Institution has organized the following activities related to the national and international commemorative days, events and festivals:

- **Gandhi Jayanthi: Prarthna, cleaning – college campus**
- **International Yoga Day: Our college ground has been one of the few venues of the Taluka level celebration of Yoga Day (21st June) for the last three years. The college organizes Yoga Training classes for the students and staff for a week preceding the Yoga Day.**
- **Teachers Day (5th September) is celebrated on a grand scale in the college. The students pay tribute to great teachers by performing the work of teachers for a day. The students handle all the positions of the college. At the end of the day, they felicitate their real gurus.**
- **Hindi Diwas: The Department of Hindi in the college leads the celebration of Hindi Diwas on 14th September every year. They conduct various literary competitions for students.**
- **National Unity Day is celebrated on 31st October as the annual commemoration of the birthday of Sardar Vallabhai Patel. Staff and students take the Unity Pledge on this**

occasion.

- **World AIDS Day (1st December): The NSS Unit organizes an awareness rally on World AIDS Day. The message about healthy living and the dangers of this deadly disease are conveyed to the society through play-cards and chanting of slogans.**
- **National Youth Day (12th January) is celebrated on the birthday of Swami Vivekananda. Students are given a motivational lecture by an expert on the thoughts of Swami Vivekanand.**
- **Children's Day (14 Nov) Celebration**
- **Independence and Republic Day - flag hoisting ceremony, oath-taking, and motivation talks.**
- **National Science Day (Dr Vikram Sarabhai) Celebration: Seminars and exhibitions held on diverse focal themes every year.**
- **International Literacy Day, National Blood Donation Day, World Health Day by incorporating NSS, NCC and Pilvai College Vartul.**
- **Gurupurnima Celebration**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	[View File](#)
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

TITLE: ONLINE FIGHT AGAINST PANDEMIC… A successful experiment

OBJECTIVES OF THE PRACTICE:

- **To arrange regular online teaching for students.**
- **To provide training to staff on online teaching software MS Team.**
- **To train students for online teaching software.**
- **To train and encourage teachers to create online content and**

video lectures.
- To create YouTube Channels of College and Teachers.
- To use Facebook and WhatsApp for exchanging academic information.
- To demonstrate the experimental work through video lectures.
- To do administrative work online like admission process and fee collection etc.
- To arrange the internal exam online and declared the results online.
- Organizing online co-curricular and extracurricular activities.

THE CONTEXT:

The whole world was engulfed in the pandemic of Corona. And lockdown was imposed across the country. In such special circumstances, it was imperative to make arrangements so that the administrative and academic work of the college would not be hampered. In such circumstances it became imperative to start online education by making maximum use of technology. Online education software training was required for students and staff. It was a challenge for the organization to work in such a pandemic once in a century.

THE PRACTICE:

- The IQAC was consulted on how to do online touching in special circumstances. MS TEAM software for online teaching has been made available to the institute by the Government of Gujarat.
- All the teachers were given three days intensive training on MS Team software by the institute.
- In MS team, teams of all classes of students were formed and user ID and password of each student were generated. These user ID passwords were circulated by the created WhatsApp group of each class.
- Students were trained on how to download MS Team software in their mobiles and how to use it.
- Lectures were arranged according to the time table allotted to them by the teachers. The regular academic work was constantly monitored by the Principal, Vice-Principal and Faculty I/Cs.
- The entire admission process and fee collection of the college was also done online through the software of the college. Students get admission at home except when they come to college and pay the fee online.

- The internal examinations were successfully conducted through the college's online software.
- The curricular, co-curricular and extra-curricular activities were also organized online through MS Team.
- Various Expert's Lectures on various topics were also arranged online.
- Online Gnanotsav and Rasotsav were also organized and the videos were also uploaded on YouTube Channel.
- Teachers were encouraged and trained by IQAC to create video lectures and upload them to college and personal YouTube channels.
- About 600 academic videos of all subjects were uploaded on YouTube channel during the year by the teachers of the institute.
- The practical work was also demonstrated by the teachers through video lectures.

EVIDENCE OF SUCCESS:

- 100% successfully and accurately completion of academic work by the teachers in each subject.
- Students were continuously assessed through assignment, online tests and internal tesst. The results of the students' university exams were encouraging.
- More than 600 videos were uploaded during the year by the teachers on the college and their personal YouTube channels. Which benefited not only the college students but the students of the entire state.
- Under the UDYAM program run by KCG, Government of Gujarat, the institute was selected among the top five colleges of the State for its outstanding performance in online education. This was announced by the Minister of State for Education, Shri Bhupendrasinh Chudasama on Teacher's Day. The Institution was awarded Rs.1 lakh by State Government.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- Problem: The institute did not have the financial aids for all the students to purchase software that can be touched online at once.
- : The sensitive Government of Gujarat solved this problem by providing MS Team software to all the grant-in-aid institutions of the state during the difficult period of Corona pandemic.
- Problem: Staff and students were not equipped with the use of MS Team software.

Solutions: All the teachers were given three days intensive training on MS Team software by the institute. Teachers were also encouraged and trained to create video lectures and upload them to college and personal YouTube channels. Students were trained on how to download MS Team software in their mobiles and how to use it.

RESOURCES NEEDED:

- MS Team Software from Government of Gujarat
- Principal and IQAC Coordinator
- IQAC and Administrative Staff of College
- Financial Assistance from Institution

BEST PRACTICE-2

TITLE: MOVING TOWARDS QUALITY EDUCATION…. A humble endeavor

OBJECTIVES OF THE PRACTICE:

- To understand new online format of NAAC and work hard for achieving Good Grade.
- To encourage and help the higher nearby education institutes of Gujarat for NAAC accreditation process.
- Organizing National Seminars at the institute to provide guidance on the new online NAAC accreditation format.
- Visit the nearest higher education institute and exchange ideas for quality education.
- To serve as an expert in state level NAAC sponsored seminars organized by other organizations.
- To guide the staff of other colleges by visiting this institute.

THE CONTEXT:

NAAC accreditation process is very important for enhancing the quality of higher education institution. Going into the third cycle of NAAC accreditation, Principal Dr. Sanjay Shah and the entire IQAC decided to take this accreditation process as a celebration. It was decided to involve all the Stakeholders throughout the process to enhance their feelings towards the Institution.

It was decided to get a good grade in NAAC accreditation by properly understanding the new online format of NAAC. To make

efforts to increase the understanding of NAAC accreditation even in the surrounding higher education institutions and to participate in improving the quality of education of these institutions. It was decided by the Principal and IQAC to guide the surrounding higher education institutes as a mentor to benefit from the experience of this accreditation and also to involve them in the work of improving the quality of higher education.

THE PRACTICE:

- First, committees were formed as per the criteria of NAAC. Each of these committees was assigned to work on their criteria. Data on all the details and activities of the organization were collected. This data was analyzed and properly presented in the NAAC Self Study Report.
- IQAC prepared the information and required documents as stated in the Qualitative and Quantitative Metrics of each of the criteria and submitted them online on the portal of NAAC.
- After submitting the SSR, all the staff and students of the institute started preparations for the visit of the NAAC peer team. The management also had a very good cooperation.
- The institute organized training workshop on How to face Peer Team for staff on Dt. 16/08/2019. The IQAC also trained students for Peer Team Visit.
- The institute was visited by the Peer Team and they gave a comprehensive evaluation of the institute. In NAAC Accreditation, the institute got A + grade (3.45 CGPA) and got the first position in the whole of Gujarat in the new online format.
- Throughout the accreditation process all the employees of the institute gained first-hand experience on how quality education can be done in higher education institutions. .
- To encourage, promote and educate the nearby higher education institutes for NAAC accreditation process following activities were done by the institution…
  - Staff training and awareness for NAAC New Format on Dt 03/10/2019 at Smt M. P. Shah Mahila Arts College, Kadi by Principal Dr Sanjay Shah.
  - Principal Dr Sanjay Shah delivered his expert lecture on Qualitative and Quantitative Metrics in New Format in National Level Seminar on Dt 18/01/2020 at Smt M. P. Shah Mahila Arts College, Kadi and guided more than 125 Participants all over India. Dr Sanjay Shah was also facilitated for achieving A+ Grade.
  - The Institute organized a NAAC sponsored National

Seminar on Best Practices to Promote Quality Culture in Institution on Dt 11/02/2020. About 150 paricipants were remained present.

- Principal Dr Sanjay Shah delivered his expert lecture on NAAC Latest Revised Format in National Level Seminar on Dt 15/02/2020 at C N Arts and B D Commerce College, Kadi and guided more than 100 Participants all over India.
- Staff training and awareness for NAAC New Format on Dt 03/10/2019 at Arts and Commerce College, Mansa by Principal Dr Sanjay Shah.
- Staff training and awareness for NAAC New Format on Dt 03/10/2019 at M. G. Science Institute, Ahmedabad by Principal Dr Sanjay Shah and IQAC Coordinator Dr Chirag Acharya.
- Staff training and awareness for NAAC New Format on Dt 03/10/2019 at Arts College, Anand by Principal Dr Sanjay Shah, IQAC Coordinator Dr Chirag Acharya and Dr Kamlesh Patel.
- College Visit and guidance for NAAC to Arts college, Khedbrahma IQAC Team on Dt 21/09/2019
- College Visit and guidance for NAAC to Rajendranagar Arts college IQAC Team on Dt 04/10/2019.
- The college has participated in GSIRF rating of state Government and recognized as 4 Star Institution.
- Institutional visit of IQAC Coordinator and Teachers of Arts and Commerce College, Mansa for Guidance regarding Documentation and Preparation of NAAC SSR.

EVIDENCE OF SUCCESS:

- Located in a rural area, this organization has greatly enhanced its reputation due to its excellent performance in accreditation. This has had a huge positive impact on the management, Principal, staff and students of the institute. It enhances the reputation of Institution in Society.
- More than 10 colleges and about 1000 Principals, IQAC Coordinators and teachers were benefited by our efforts for enhancing quality education through promoting NAAC Accreditation Process.
- The Principal Dr Sanjay Shah was facilitated for his leadership to achieve A+ Grade (3.45 CGPA) at 21th National Conference of Association of Indian College Principals organized at Nagpur on 6-8 February 2020.
- The Management of Institution organized a grand programme

named "Hilloro" to facilitate the Principal and for staff for this great achievement.

- The Principal Dr Sanjay Shah was facilitated for his leadership for achieving A+ Grade (3.45 CGPA) at National Level Seminar on Dt 18/01/2020 at Smt M. P. Shah Mahila Arts College, Kadi

- Under the UDYAM program run by KCG, Government of Gujarat, the institute was selected among the top five colleges of the State for its outstanding performance in online education. This was announced by the Minister of State for Education, Shri Bhupendrasinh Chudasama on Teacher's Day. The Institution was awarded Rs.1 lakh by State Government.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

Problem: Many colleges were often sought for guidance of the NAAC. If all the colleges were frequently visited for guidance the students of our college would have difficulties in their studies.

Solutions:

- Lectures/Seminars were organized on guidance of NAAC in different colleges so as not to spoil the study of our students.
- IQAC team of many colleges were guided about NAAC process by visiting the institution in person.

Resources needed:

- Principal and IQAC Coordinator
- IQAC and Administrative Staff of College

Financial Assistance from Institution

File Description	Documents
Best practices in the Institutional website	https://pilvaicollege.org/best-practices/#1622260584805-c9dc2762-3633
Any other relevant information	https://pilvaicollege.org/best-practices/#1643106660779-5ecd47c9-324c

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

USE OF SCIENCE AND TECHNOLOGY

It is our basic mission to nurture a scientific approach among students to fulfil the organization's Vision. The institution is constantly striving to enhance the use of science & technology and to develop a scientific approach among rural students and people. Through the implantation of a scientific approach, this organization contributes to the development of society and the country and makes it unique. The institution has always preferred the use of science, technology and scientific approaches in its educational, administrative and other activities. The performance of college in this area is more distinctive than other colleges

IN EDUCATION:

- During the pandemic the regular academic work was done through MS Team software given by State Government.
- The internal examinations were successfully conducted through the college's online software.
- The curricular, co-curricular and extra-curricular activities were also organized online through MS Team.
- Various Expert's Lectures on various topics were also arranged online.
- Online Gnanotsav and Rasotsav were also organized and the videos were also uploaded on YouTube Channel.
- Teachers were encouraged and trained by IQAC to create video lectures and upload them to college and personal YouTube channels.
- About 600 academic videos of all subjects were uploaded on YouTube channel during the year by the teachers of the institute.
- The practical work was also demonstrated by the teachers through video lectures.
- Various educational resources have been made available in all classrooms/laboratories under various UGC grants in the organization, such as projectors, interactive boards, computers, laptops, audio systems etc.
- The NME-ICT scheme and the NAMO Wi-Fi scheme provided internet facility on the campus. The whole campus has been equipped with Wi-Fi using the 13 routers.
- Through Pilvai College Android App and INTRANET facilities,

the students made available various instructions/notices, study materials, university exam papers, video lectures and online objective quiz for 15 subjects.

- Sophisticated equipment, software and facilities are made available in labs for enhancing research and practical work.
- To meet the propagation, dissemination and need of science, we started three new programs BSc (Botany), BSc (Physics) and MSc (Maths).
- Using PPT through the use of ICT in educational work, most of the organization's teachers make the learning process more interesting and easier.

IN ADMINISTRATION:

- The entire admission process and fee collection of the college was also done online through the software of the college. Students get admission at home except when they come to college and pay the fee online.
- The organization Dynamic Website provides information regarding programs, educational and physical facilities available, various activities, student welfare schemes, results, etc. All the admissions are done through the online admission process.
- The administrative office uses the data management system to handle all the personal data of students. Generating reports related to internal exams, fees, scholarships, etc has become easier and faster. Moreover, it is useful for creating the general register of the institute.
- A Pilvai College Facebook Page has been created to regularly disseminate information related to exam timetables, scholarship updates, various events and news.
- Various information and notices are forwarded to students via the bulk message system.
- The College Android App allows accessing various staff notices, information about holidays, and makes communication easier.
- The entire administrative work is computerized by leasing all the computers of the administrative office. The distribution and monitoring of the Internet facility provided by the Campus WiFi System can be controlled with the Cyberoam software.
- The Central Library is computerized with the Soul 2.0 software.

AS SOCIAL RESPONSIBILITY:

- The NSS Unit of the institute is actively involved in the preservation of the environment, cleanliness campaign, and various social probes and their solutions.
- To conserve the environment, we cultivate and nurture about 12,000 plants and trees of 270 species by nurturing a Botanical Garden- ANANDIVAN.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Future Plan for Next Year:

- Due to Corona Pandemic following actions should be taken to ensure the online study of Students
  - Training of teachers-students regarding Online examinations.
  - Training of teachers Regarding making academic videos.
  - Training regarding create YouTube Channels and uploading videos.
  - Training of teachers regarding MS TEAM software for online teaching.
  - Making WhatsApp group of teacher-students of each class to communicate easily.
  - Aware and train students about online teaching technology.
  - To play an important role to create and aware students among Corona Pandemic Social responsibility.
  - To arrange Vaccination Camp
- To organize finishing School Programme of Government
- To arrange lecture series local and University level.
- Organize various student and faculty development programme.
- To organize various co-curricular and extracurricular activities for students.
- To maintain Botanical garden.
- Motivate students and staff to do research activity.
- To arrange workshop for newly appointed teaching staff.
- Celebrating various days.
- To initiate various awareness programme.
- To motivate PG student regarding NET/SLET examination.
- Enrich library by adding new reference books/ journal/periodicals /E resources.

- Upgrade institutional website.
- Implementation of RUSA 2.0 Component-9 grant.
- To made placement more efficient. To start academy for competitive examination.
- To encourage student to participate in NSS/NCC/Culture/Sport activities.
- To reform examination pattern.
- To extent the work and activities of IQAC like skill development.