



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

DR. APJ ABDUL KALAM GOVERNMENT
COLLEGE, DADRA AND NAGAR HAVELI,
UCCHHA SIKSHA SAMITI,
SILVASSA(DOKMARDI)

- Name of the Head of the institution **Dr. Bhagwanjee Jha**
- Designation **Principal (In-charge)**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **02602992032**
- Mobile No: **7046610254**
- Registered e-mail **dnh.sih12011@gmail.com**
- Alternate e-mail **jha66b@gmail.com**
- Address **Dokmardi**
- City/Town **Silvassa, Dadra and Nagar Haveli**
- State/UT **Dadra & Nagar Haveli and Daman & Diu**
- Pin Code **396230**

2.Institutional status

- Type of Institution **Co-education**

- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Gujarat University**
- Name of the IQAC Coordinator **Dr. Pawan Agrawal**
- Phone No.
- Alternate phone No.
- Mobile **9376135580**
- IQAC e-mail address **apjakgcnaac@gmail.com**
- Alternate e-mail address **pawanagrwal4u4u@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) http://apjakgc.ac.in/Download/NAA C/AQAR2020_21.pdf

4. Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <http://apjakgc.ac.in/Download/AcademicCallander2021-22.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.33	2021	01/03/2021	28/01/2026

6. Date of Establishment of IQAC **16/03/2016**

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
Dept of Higher Education	Higher Education	U.T. Administration DNH&DD	2021-22	60000000
Dept of Science & Technology, GOI	Vigyan Prasar	Govt. of India	2021-22	790268

8. Whether composition of IQAC as per latest **Yes**

NAAC guidelines

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 1

- 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 [View File](#)

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

- If yes, mention the amount **586527**

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

1. IQAC has taken initiative to start skill training certificate courses with students with support of CSR.

2. IQAC has taken initiative to start remedial/ extra classes for slow learners, who fail in internal examination..

3. In collaboration of 'Research and IPR' Cell college organized a Webinar on topic "Intellectual property rights and patent process" on 21st July 2021.

4. On initiative of IQAC, with several departments and placement, the college organized mock interview and campus interview for the students.

5. IQAC has taken step to avail smart board. The requisition has been sent to Department of Higher Education, UT Administration of Dadra and Nagar Haveli and Daman and Diu to provide 32 smart boards.

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 introduce Value added courses for College Students.	Tally training programs held in college, Personality Development program were held with the help fo CSR. Vocational courses are under process
Enhacement in institutional collaboration.	5 MoUs were signed with Industries, NGOs etc.
To start remedial classes.	The college started remedial/extra classes for those students who failed in Internal examinations
To Promote IPR protocol in various programme for the knowledge of students.	A webinar on Intellectual property rights and patent process was organized.
To organized online industrial meet and online campus placement.	Mock interview and some campus placement program were organized in the college

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

- Name of the statutory body

Name	Date of meeting(s)
Director (Higher & Technical Education) DNH&DD/ Member Governing Body DNHUSS	28/02/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	DR. APJ ABDUL KALAM GOVERNMENT COLLEGE, DADRA AND NAGAR HAVELI, UCCHHA SIKSHA SAMITI, SILVASSA(DOKMARDI)
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• Alternate e-mail address	pawanagrawal4u4u@gmail.com				
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• if yes, whether it is uploaded in the Institutional website Web link:	http://apjakgc.ac.in/Download/AcademicCallander2021-22.pdf				
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Director (Higher & Technical Education) DNH&DD/ Member Governing Body DNHUSS	28/02/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	24/02/2022

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	7
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File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1784
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File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	352
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File Description	Documents
Data Template	View File

2.3	451
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	36
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	40
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	34
Total number of Classrooms and Seminar halls	
4.2	501.68
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	143
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	
Being an affiliated college Dr. APJ Abdul Kalam Govt. College,	

Silvassa follows the academic calendar and curriculum of its affiliating university i.e. Gujarat University with which the college is affiliated since 2011. Accordingly, various faculties implement the teaching scheme. However, the college plays a vital role in implementing the plan and academic calendar of the university by taking various steps. The college prepares a master time table for all the faculties which is separated into department level and teacher-wise time table. The teachers carry out academic work as per the syllabus and work load prescribed for each subject. In order to complete the syllabus on time, teachers prepare their lesson plan and follow the plan timely. The teachers follow the continuous teaching learning and evaluation process through class tests, seminar, quiz and assignments. Most of the teachers use teaching aids and ICT by showing some movies, documentaries and photos etc. for effective teaching. Once a unit is over, the teachers conduct either class test or seminar for the students' assessment. Students are also engaged into interactive sessions like quiz and group discussion, critical analysis of the topic to assess and develop their understanding of the topic.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://apjakgc.ac.in/

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

Dr. APJ Abdul Kalam Govt. College is affiliated with Gujarat University, Ahmedabad and University circulates the academic calendar before the start of the academic year. The college follows the academic calendar of the university.

The college departments takes care of Continuous internal evaluation throughout the semester that includes unit tests, assignments and presentations

In the first year during orientation program of students at the beginning of semester of program, they are informed about academic calendar of the college (university) and Continuous Internal Evaluation (CIE) system.

All students are included in the Whatsapp groups of their respective groups, moreover the intimation of the tests are given in class and notice boards in addition to the Whatsapp group so that they get prior information about the tests.

College Principal conducts regular meeting of staff members & students for smooth implementation of the academic calendar.

Assignments are given to students in advance to submit within the time limit. The respective faculty ensures the timely submission of assignments and its continuous evaluation in time bound manner.

Internal mark sheets are prepared as per academic calendar and are displayed on college notice board to ensure transparency of Continuous Internal Evaluation (CIE) process.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://apjakgc.ac.in/Download/AcademicCallander2021-22.pdf

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

7

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)

0

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

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

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

Gujarat University has framed the syllabus for B.A., B. Com and B.Sc in such a way that integrates cross-cutting issues related to Gender, Environment and Sustainability, Human values and Professional Ethics in Curriculum. The college implements the syllabus and the teachers of all subject, inculcate the above mentioned values among the students. The college has tried its best in inculcating the social, ethical, environmental, and gender related awareness to the students through the syllabus and other specific programs. The core and elective caters the above mentioned values to the students and how they can help in creating a modern and harmonious society in all aspects.

The students are also taught about their personality development which helps them to become a good human being and a good professional. The students are also taught about the significance of Society and Environment for their development. In addition to the teaching such values inculcated into students through various activities also. Such as tree plantation, cleanliness programs, etc. They used to participate in Blood donation camps organized by the State NSS head quarter.

All such values are the result of the teaching them social and other values integrated in the curriculum.

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

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

31

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	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

1165

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 from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	http://apjakgc.ac.in/Download/IQAC/FDReport20212022.pdf

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 sanctioned seats during the year

820

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

439

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

Slow Learners:

As local students domicile of Dadra and Nagar Haveli get reservation in admission, many are weak and slow learners, which get visible from their merit position in semester - I. Hence all students are taught Basic fundamentals at the beginning of the semester. Before starting any topic students are given background basic concepts of topics related to their school level also. (11th and 12th standard). On regular interval, Student's learning level is assessed based their performance, marks obtained in internal examinations, class tests and assignments, seminars, and presentation etc.

Subject theory related doubts are also solved in tutorial/practical classes. If weak students have problems with language; teacher explains the topics in mother tongue (e.g. Gujarati) or in Hindi.

Advanced learners:

Quick learners are observed by respective subject teachers on the performance of examination results, class test marks etc and motivate them for better performance in university examinations to score good grades and maintaining consistent performance.

For this purpose, Expert/Guest lectures are organized for interaction of students with reputed subject expert invited from reputed institutions from Gujarat. In addition, several e- are provided for independent self paced learning.

Advanced learners are motivated for participation in seminar presentations & science competition at college and university level, national level etc.

File Description	Documents
Link for additional Information	http://apjakgc.ac.in
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
1784	36

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

Dr. APJ Abdul Kalam Govt. College adopts student centric methods for teaching. Various approaches used by teaching staff members which include:

- Group discussion method
- Question-answer method
- Brainstorming method
- Case study
- Role play
- Presentations
- Experimental method
- Demonstration method
- Homework assignments
- Field work/ Field visit
- Inductive-deductive method

- Analytic-synthetic method
- Problem solving method
- Project method
- Questionnaire
- Game method
- Quiz
- Online quiz
- Workshop (academic related only)
- Seminar
- Educational tour
- Model method

To enhance student learning experience guest lectures, seminars, workshops, industrial visits, field visits, role play, volunteering and community services, COVID-19 warrior in public awareness and guidance were organized. In addition:

- Language laboratory is functional for improvement of English language communication skills of students.
- Soft skills training programs are organized by experts to improve presentation and interview facing skills.
- Students are encouraged to participate in inter-college sports competitions; cultural competitions organized by Gujarat University, and NCC and Scouts & Guide platforms in other states.
- Computer laboratory with internet connection and projectors facilitates expand knowledge beyond the syllabus.
- College encouraged to participate in NSS and Scouts and Guides activities and to be a responsible citizen of the country and this helps them to develop overall personality.
- Students are engaged through problem solving based learning by giving assignments.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://apjakgc.ac.in/CurrentActivities.asp x

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

Use of ICT has become must in modern IT society. No educational

institution can avoid the use of ICT as it made teaching and learning easy and dynamic.

College uses ICT in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute

ICT Tools:

1. Projectors- projectors are available in different classrooms/labs
2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.
3. Printers- They are installed at Labs, HOD and Professors Cabins and all prominent places.
4. Photocopier machines - Multifunction printers are available at all prominent places in the institute.
5. Scanners- Multifunction printers are available at all prominent places.
6. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)
7. MOOC Platform (NPTEL, Coursera, SAP, Udemy, Edx etc.)
8. Digital Library resources

Use of ICT by Faculty

1. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.
2. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks are regularly organized for students.

3. Online quiz- Faculties prepare online quiz for students

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.youtube.com/channel/UCqDH46D3rzZBbeCLhboSrna

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

36

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

36

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	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

27

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

299

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.

The college follows the internal examination schedule of Gujarat University, Ahmedabad

Gujarat University has introduced choice based credit system since 2011. The university has put in continuous internal evaluation as well as end semester evaluation system. College adopts continuous internal evaluation system as per latest guidelines of university.

Students are communicated about Continuous Internal Evaluation (CIE) through the concerned department.

Unit test is conducted to monitor performance of students of the college. After conducting unit class test, their answer sheets are

shown in respective classroom after assessment. Hence, students get feedback at appropriate times from the respective teaching faculty and they can have room for improvement for future academic performance. Further, this helps to teachers for discussion on common mistakes of students in the class. Re-test examinations are conducted for absent students with genuine reasons or unforeseen events.

The Internal exam has weight of 30% Marks which includes their attendance, Assignments, Unit Tests and MCQ tests. The Marks of students at the end of the semester are collected by the Examination committee. The examination committee display the marks for the students. Examination committee gives them some time to see and if there are any discrepancies they can get it resolved by consulting the concerned teacher. After that the marks of the students are uploaded in the university's portal which finally reflects in the mark sheets.

The students who failed in internal exams get another chance for remedial exams so that they can perform and pass the examination.

File Description	Documents
Any additional information	View File
Link for additional information	http://apjakgc.ac.in/Download/AcademicCallander2021-22.pdf

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

At college level:

College follows continuous internal evaluation where all departments conduct continuous unit tests, give assignments etc. After all tests teachers show the marks to the students and after completion of the semester all marks are combined and the weight is of 30%. All teachers submit the marks to the examination department of the college. The examination department displays the marks on notice board for the student's references. If students are not satisfied with their internal marks, they submit their grievances to respective subject teachers/examination committee for grievances settlement. Examination committee forwarded such applications to respective departments for rechecking/ reassessment of such students and resolves their grievances within

stipulated time period. In case of need, students are given opportunity for extra classes, followed by re-test/ remedial internal examinations for absent/slow/weak learners. The respective department re- evaluates/re-assess such students answer sheets/test papers/assignments and re-submit results to examination committee for rectifying marks, if any.

Finally, marks list with all corrections (including all remedial internal examination results) is ensured by examination committee in final mark sheet which is to be submitted to examination portal on university website.

At university level:

In case of dissatisfaction with their final internal marks displayed by university, students submit their request application to college, and the same is forwarded to university for correction for necessary action. The university provides students to reevaluate the answer sheet after paying requisite fee.

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

2.6 - Student Performance and Learning Outcomes

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

The college being affiliated to Gujarat University follows syllabus designed by the University. Board of Study, Gujarat University prepares the syllabus of each course of the subject.

The latest approved syllabus of each of the courses is uploaded on university website for availability to students and all concerned.

At the start of the academic year, college constitutes a time table committee for every academic year. The committee takes inputs about each subject class time from Professor-in-charge of each subject, in each faculty. At faculty/subject/department level subject distribution among teachers are done as per required

teaching scheme of the University for Lecture Class & practical/tutorial class. In all, major objectives set by all are required course outcomes

For this purpose, Program outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (CO) and shared to respective faculty of the department for spreading awareness to students.

Respective subject teacher provides POs, PSOs and COs to their students time to time to keep them updated of their commitment to study.

For wide publicity, PO, PSO and Cos are displayed on walls of the department and college entrance. The teachers taught their course keeping these objectives in mind.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://apjakgc.ac.in/Arts.aspx
Upload COs for all courses (exemplars from Glossary)	View File

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

Dr. APJ Abdul Kalam Govt. College has simple mechanism to attain program outcomes, program specific outcomes and course outcomes.

The college considers marks of university examination only while analyse PO, PSO and CO.

The method to measuring the outcomes is very easy and straight forward and is distributed into 4 stages.

Measurement of Program Outcome (PO/PSO/CO):

Stage 1: PO/PSO/CO achieved efficiently if student is getting more than 60% (First class) in annual exam.

Stage 2: PO/PSO/CO achieved satisfactorily if student is getting marks between 50-59% (Second class) in annual exam.

Stage 3: PO/PSO/CO not achieved satisfactorily if student is getting marks between 36- 49% (Pass) in annual exam.

Stage 4: PO/PSO/CO not achieved at all if student is getting marks less than 36% in annual exam.

Summary (Student-wise and paper wise)

Stage

Stage of Achievement

Marks Obtained

Stage 1

Efficient

$\geq 60\%$

Stage 2

Satisfactory

50-59%

Stage 3

Not Satisfactory

36-49%

Stage 4

Not Achieved

$< 36\%$

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://apjakgc.ac.in/Arts.aspx

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

451

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	http://apjakgc.ac.in/Download/ResultFinal2021-22.pdf

2.7 - Student Satisfaction Survey

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

<http://apjakgc.ac.in/Download/IOAC/FDReport20212022.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

6

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

3.2 - Research Publications and Awards

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

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

13

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

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

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

6

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

3.3 - Extension Activities

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

1. **Volunteering by students during COVID-19 pandemic situation:** College student enrolled in our college unit of scout & guide (rovers/rangers) worked for guiding common people, and motivated all for following Covid19 guidelines, at various locations. At during the June- July 21. They were helping the medical staff for corona testing and during vaccination drive of the department. Their self less services were appreciated by the District Administration by awarding CORONA warrior certificates to the college students.
2. **Service During Polio Ravivar:** The rovers and rangers of the college helped the vaccination department during Polio Ravivar by handling certain tables at different place in the city and giving polio drops to the children below 5 year.

3. Service during Chhath Pooja: Some rovers and rangers of the college also worked with district administration and police department at Chhath Pooja Ghats to maintain traffic, and helping people.
4. Cycling for all: During a drive to make the society cycle friendly, a drive was started by SMC and Smart City Project Limited under which rovers and rangers of the college participated and taught the civilians to drive cycle.
5. Teaching staff also contributed for ensuring adherence to COvid-19 Guidelines by industry working personnel, food distribution during lockdown period as per direction of district administration.
6. Teaching staff and non-teaching staff also contributed during local election as pr direction of district administration.

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

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

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

1

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

15

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 last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

290

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

3.4 - Collaboration

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

9

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

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

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

6

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 campus of Dr. APJ Abdul Kalam Government College Silvassa (Dokmardi) is spread out on a campus of 8.57 acres. The major structure is the Academic Block, which has three wings, namely Wing-A, Wing-B, and Wing-C.

Infrastructure facilities are:

- 34 classrooms (09 classes are having sound system, comfortable furniture, sufficient natural light, artificial light system (LED Tubelight), good ventilation), separate store room and girls & boys common room.
- 6 faculty rooms (fully equipped with furniture and fixture, computer systems)
- 08 academic department cabins (equipped with furniture & computer systems)
- Wi-Fi in important, students use area in the campus
- Spacious library (with 11000 books, 57 subscribed magazines, elibrary, reading hall, ICT, INFLIBNET)
- 04 Science laboratories (Chemistry, Microbiology, Physics, Botany)
- Computer lab (47 PCs with internet facility)
- Language lab (31 PCs with internet facility) through RUSA Equity Initiative
- Drinking water facility (separate for staff and students) In

house washroom facilities (Girls wash room provided with Vending Machine & Incinerator through RUSA)

- Internet facility (throughout the campus)
- Water Recycling Unit/ STP
- OHP and LCD projector
- Portable amplifier & PA system
- State-of-the-art laboratory equipment
- Spacious parking area
- Spacious play grounds
- Frequently used outsourcing agency, well-kept, and guarded by 24x7 HD camera surveillance

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://apjakgc.ac.in/Infrastructure.aspx

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

The sports field of Dr. APJ Abdul Kalam Govt. College is large enough to host NCC activities, football, cricket, and volleyball matches. In a college, there is an indoor sports activity center. The activity center had a gym, an indoor sports court, and a sports store. Activities like Table Tennis, Chess, Boxing, Carom, and Billiard are played in activity centers for indoor sports. A court for outdoor badminton is located in the center of the college building. The Silvassa Sports Department's Ground and Indoor Badminton Hall, both 1.5 kilometers away from the campus, are also utilized by the college. The upper level of the library has a Hall that is also used for yoga and other similar activities.

Facilities for Sports and Games:

Details of infrastructure for Sports

Area

Description of Activities

Sports Ground

100*70 meters

Football, Cricket, Volleyball, Athletics and NCC Para

Gym

25*8 meters

Treadmill, Multi Gym, Recumbent Bike, Home Gym Smith Machine etc.

Indoor Sports

25*16 Meters

Table Tennis, Chess, Carom , Boxing , Sports room

Outdoor Badminton Court

13.4*6.1 Meters

Badminton

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://apjakgc.ac.in/Infrastructure.aspx

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://apjakgc.ac.in/Infrastructure.aspx
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)

11.58

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

4.2 - Library as a Learning Resource

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

The Learning Resource Centre (Library) is automated with NewGenLib Library automation software. This software is developed by Verus Solution Pvt Ltd and is first open source software library management software developed in India. The software has all modules and follows every international standard that makes any software reliable and reputed software. This software is adaptable with Barcoding facility, RFID and Web 2.0 The users receive the e-mail of every transaction such as on issue of book and on return of the book. Library has not opted any AMC for maintaining it from outside but maintained in-house.

The library has developed "Gyanodaya" an institutional repository of the college that has books, media reports of the college, old newspapers, eBooks, faculty publication etc. in it. dSpaces software is used to develop this institutional.

Computers in Library

Sr. No.

Details

No. of Computers

1

E-library

05

2

Circulation

1

3

OPAC

1

4

Admin Work and Data server

3

Total No. of Computers in Library

10

Other technical infrastructure

Sr. No

Particulars of resource of Software

Remarks

1

Library Automation Software

NewGenLib (Open Source)

2

Institutional repository

dSpace (Open Source)

3

Library Website

Wordpress (Free source)

4

Barcode Scanner

2

5

Barcode Printer

1

6

Printer

1

7

Scanner

1

The library circulation, cataloguing and book indexing, and search is completely automated and being done with the help of the computers only.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sclrcdnh.wordpress.com/

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

A. Any 4 or more of the above

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

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

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

5.17

File Description	Documents
Any additional information	No File Uploaded
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

90

File Description	Documents
Any additional information	No File Uploaded
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

A total of 38 teachers have received individual PCs or laptops with the necessary accessories and internet connectivity. The computer center, language lab, and e-library all have 89 computers available for students. The institution's internet bandwidth (Bharat fiber, leased line, and RFP) is about 80 MBPS.

The Gujarat University administers centralized online admission. For the management of students, academics, examinations, establishments, and academic fees, the college office uses the eMLi (Integrated College Management System) To encourage paperless offices, college offices employ e-Office software. College has registered for online procurement on GeM (Government e-Marketplace). All college scholarship operations are done through the National Scholarship Portal.

ICT has been used to complete the majority of the admission process tasks, including creating the merit list, maintaining the seat matrix and classifying applications. Online fee payments have been made. The applicant's information is entered into an online Google Form.

NewGenLib and Dspace have been used to create an institutional repository where a number of digital resources are stored for the benefit of the students. Through NLIST of INFLIBNET, the library has a subscription to NDL as well as databases, e-books, and e-journals.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sclrcdnh.wordpress.com/

4.3.2 - Number of Computers

143

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

62.39

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 campus spans around 8.57 acre with the vast infrastructure, installations, and equipments.
- Regular preventive maintenance is carried out as well as all electrical equipments are check on time to time.
- Others such as water installation, sewage, garbage disposal are check on time to time. The electricians carpenter, plumber, clerical assistants are always touch in college for smooth functioning of college works.
- The campus workers, sweepers and gardeners perform their assigned duty on regular basis to make campus clean, hygiene and healthy.
- Sweeper and campus workers clean classrooms, common areas, administrative office regularly. For maintenance, college has entrusted local PWD, and outsourced housekeeping agency, security agency, Agency for daily maintenance of computers and CCTV cameras, canteen agency.

- Sewage collection is done by Garbage collector vehicle of the local Municipality, regularly on daily basis.
- Each laboratories and computer centre maintain their stock and verified annually and damaged items discarded.
- For any medical emergency the contacts are made with Vinoba Bhave Civil Hospital which is situated within 2 Km of the college. Various divyang friendly equipments are available in the college.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

283

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

1244

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	B. 3 of the above
File Description	Documents
Link to institutional website	http://apjakgc.ac.in/Home.aspx
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	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
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	B. Any 3 of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

25

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

96

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

2

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

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

LIST OF FUNCTIONAL COMMITTEES/CELLS

Sr. No.

Name of the committee/Cell

Students representation

1.

OBC Cell

Yes

2.

SC/ST cum Minority Cell

Yes

3.

Internal Complaint Committee/Internal committee-sexual Harassment of women at work place

Yes

4.

Admission and Enrolment Monitoring Committee

Yes

5.

Examination Committee

Yes

6.

Cultural and Extra-Curricular Committee

Yes

7.

Discipline & Anti-ragging Committee

Yes

8.

Women Development Committee

Yes

9.

Career Counselling Committee

Yes

10.

College Magazines Committee

Yes

11.

Time-Table Committee

Yes

12.

Student Welfare Committee

Yes

13.

SC/ST Cell

Yes

14.

Campus Development Committee

Yes

15.

Academic Development Committee

Yes

16.

Youth Festival Committee

Yes

17.

Canteen Monitoring Committee

Yes

18.

Crisis Management Committee

Yes

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/Home.aspx
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

37

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

As of right now, there isn't an officially recognised alumni association for the Dr. APJ Abdul Kalam Government College. However, similar steps are being taken. Graduate students have already graduated in seven batches in the arts and commerce, and six batches in the sciences. The college keeps in touch with alumni on a departmental level and keeps track of them.

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/Home.aspx
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	View File

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

- In 2011, the Dadra Nagar Haveli Uchcha Shikshya Samiti, a

registered organisation of the UT Administration of Dadra Nagar Haveli, established the Dr. APJ Abdul Kalam Govt College with the goal of promoting high-quality higher education.

- The Dr. APJ Abdul Kalam Govt College's objective is to offer a cutting-edge educational environment, opportunities, and experiences that help people, communities, and the area to develop, flourish, and succeed.
- Admission: A committee was established to oversee the college's admission process, and it is chaired by the Director of Higher and Technical Education (DNH&DD).
- Students were given all support for online admission throughout this epidemic.
- On the college website, dnh.nic.in/APJGC, which has since been updated to www.apjakgc.ac.in, were the admission brochure, information on reservations, and admission policies as determined by the competent authorities.
- Examination: A properly formed examining committee is in charge of this.
- The examination committee is also established every year to work on internal and external exams, according to Gujarat University's timetable and its academic calendar.
- The disciplinarian committee is in charge of upholding order on college property.
- The purpose of the campus development committee is to debate the necessity for any campus development work, monitor and verify any such work carried out in the institution, and support the college administration in providing high-quality work and services.
- Similar to this, a number of additional committees are established to oversee and handle various academic and administrative tasks at the institution, including student activities.

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/Home.aspx
Upload any additional information	View File

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

The management of Dr. APJ Abdul Kalam Government College follows the policy of decentralisation by including various stakeholder

groups in different committees. The college has different committees or cells for handling different issues within the college.

1. IQAC
2. Academic Development Committee
3. Admission and Enrollment Monitoring Committee
4. Examination Committee
5. Cultural and Extra-Curricular Activities Committee
6. Discipline and Anti-Ragging Committee
7. Women's Development Committee
8. Career Counseling Committee
9. College Magazine Committee
10. Time Table Committee
11. Student Welfare Committee
12. SC/ST Minority Cell
13. Campus Development Committee
14. Youth Festival Committee
15. OBC Cell
16. Internal Complaint Committee/Internal Committee-sexual harassment of women at work
17. College Sports Committee
18. College Swachhta Committee
19. A Committee for Student Grievance and Redressal

As per the schedule of Gujarat University, the internal examination is arranged by the college, and teachers prepare the question paper and submit it to the committee. Internal Examinations are conducted in the college as per the schedule of Gujarat University every year.

The exam committee compiles all the internal marks, verifies them, and uploads them on the website of the Gujarat University, Ahmedabad, within the prescribed time. A meeting of the Exam Committee was held with the Principal of the College for discussion on the new method, and it was decided to adopt the new system of continuous evaluation.

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/Home.aspx
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plans regarding the development of college, as approved by competent authority, are follows:

1. College has been granted recognition UGC under its 2(f) list and 12(B) per Act.
2. College was awarded permanent affiliation with Gujarat University, Ahmedabad, in 2021.
3. College became NTA examination testing Centre collaboration TCS Surat.
4. Started NCC unit for 18x3=54 CADET permission 20 BN Navsari, Gujarat.
5. NSS Regional Directorate, Ahmedabad Education Dept., DNH.
6. Become beneficiary CSR support Industry M/S Jai Corps Ltd. Silvassa continuity from past years, reimbursement Tuition fee all domicile students
7. Bharat scouts & Guide DNH state Unit, promoting extension activities through student
8. Book bank service RUSA Fund equity COMPONENT. Volunteers.
9. 24x7 HD CCTV camera surveillance throughout entire campus.
10. Opened an activity centre, gym, indoor games facility cafeteria.
11. Equipped nine class rooms one seminar hall IT infrastructure to promote online teaching, lecture recording, live streaming.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://apjakgc.ac.in/Home.aspx
Upload any additional information	View File

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

1. Hon'ble Administrator (DD & DNH) is the chairman of the Governing Body of Dadra and Nagar Haveli Ucchha Shikshya Samiti (DNHUSS).
2. Secretary Education (DD & DNH) is the Member Secretary of the Governing Body and Chairman of the Executive Committee of DD & DNH.
3. Principal of the college is the Member Secretary of the

Executive Committee of DNHUSS.

4. The Governing Body of the college had resolved to adopt the prevalent government norms like CCS, UGC etc. for all administrative and academic procedures.
5. Recruitment of all the teaching staff is done as per the rules and regulations of UGC and Gujarat University. Recruitment of non-teaching staff is done as per the rules and regulations of U.T. Administration of DNH & Govt. of India.
6. Ppurchase committee is formed to look after the procurement process in the college.
7. The Principal of the college through various committees manages the college.
8. Service rules are as per UGC and CCS for teaching and not-teaching staff respectively.
9. Several committees that working to address the issues of students such as student grievance committee, anti-ragging committee, disciplinary committee, sexual harassment committee etc. Admission committees and examination committee already works to address the specific issues of admission and exam.
10. Committees the students can either put complaint in complaint drop box or directly access to the principal of the college regarding any unsolved problem.

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/Home.aspx
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 interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Dr. APJ Abdul Kalam Government College being a government college follows all employee welfare measure as per Govt. CCS service rules provided as per decision of Executive committee DNHUSS. These incentives and welfare measures play an important role in boosting the moral of employees. It also motivates the employees to give their best for the betterment of the students & the Institution. The welfare measure followed by the institution are as following:

1. Study Leave: For higher education
2. Duty Leave: For Participation in Seminars, Conferences, Workshops, perform examination duty as observer in NTA, UGC NET and University Exams etc.
3. Medical Leave
4. Maternity Leave
5. Paternity Leave
6. National Pension Scheme as per GOI rules
7. Diwali Bonus as per GOI Rules to group B and C employees
8. Residential Quarters: The College provides residential quarters for the teaching and the nonteaching staff in the General Pool quarters of the UT Administration Staff on the campus.
9. Medical Reimbursement: The faculty and staff members receive the medical expenses incurred as per rule.
10. LTC Home Town
11. LTC Anywhere in India
12. Children Education Allowances: college reimburse children education allowances to teaching and non-teaching staff as per the rules and regulation.
13. Appreciation of staff - Distinct contribution/achievement of

staff is appreciated in the form of Appreciation certificate in the annual day of the college.

14. Uniforms and rainwear to MTS Staff.

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/Home.aspx
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

0

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

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

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

0

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

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

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

9

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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

Dr. APJ Abdul Kalam Govt. College uses performance appraisal system for both teaching and non- teaching staff of the college. College has adopted Performance Based Appraisal System (PBAS) of UGC for evaluation of performance of teaching staff. PBAS(API)

forms are filled up by teaching staff at the end of every academic year and it was screened by the API Screening Committee of the college.

Promotion of the teaching staff is linked with the PBAS forms.

The teacher's performance appraisal forms consist of:

Category I: Teaching, Learning, and Evaluation Related Activities

Category: II: Professional Development, Co-curricular and Extension Activities
Category: III: Research and Academic Contributions.

Annual Confidential Report (ACR) is used for Non-teaching staff of the college. The ACR format includes all the aspect of the nonteaching staff of the college. Head of the Institute has the powers to assess the ACR forms of non-teaching staff. Promotion of the nonteaching staff is linked with the ACR forms.

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/Home.aspx
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 college has appointed statutory auditor for audit of all financial aspects. Statutory Audit of the college is done regularly every year by the qualified chartered accountant appointed by the college through RFP process. Dr. APJ Abdul Kalam Govt. College maintains all financial records as per the rules and regulation. The college believes in transparency in all financial matters of the college. The college submits audit reports to various authorities regularly such as executive committee, Governing body and registrar of the society. The list of year wise auditor is given below:

Year Name of Auditor 2021-2022 Vijay N Tewar abd Co., Chartered Accountants, Vadodara

In case of need, con-currence of Finance department, UT administration of Dadra & Nagar Haveli is also taken by the competent authority before taking up financial aspects of specific values, based on proposal type and delegation of powers of the authorities concerned.

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/Download/AuditReport2021-22.pdf
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)

2.49

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

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

Dr. APJ Abdul Kalam Govt. College under Dadra Nagar Haveli UchchaSikshyaSamiti is fully funded by Grant-in Aid head of Department of Higher Education, DNH. In order to have proper utilization, there is an order of the governing body for delegation of power(DoP). Every type of utilization is initiated by the college as per DoP and submitted for approval of the competent authority. In addition to the funds provided through the administration other source of financial resources are students fees, fines, university fees, CSR initiatives of local industries, and other project based grants from various government departments such as RUSA, MHRD New Delhi. College uses its financial resources properly for the development of the college and for the betterment of the staff and the students. The year wise details of the

various funds received is as below.

Financial funds list received by Central Govt./State
Govt./MHRD/fees (F.Y.2021-22)

College receipt

2021-22 (F.Y.)

Rs.in lakh

Admission fee

1182380

11.82

Interest income

64801

0.65

Misc. income(Tender fee ,library fine,NTA exam fee

127103

1.27

VigyanPrashar (ministry fund)

790268

7.9

GIA for recurring activity

60000000

600

Total Gross receipt

62164552

621.65

Private Agency receipt (for Admission fee reimbursed to student
under CSR scheme as scholarship)

249475

2.49

UTILIZATION OF FUND (F.Y.2021-22)

Fund utilization

Amount in Rs

Rs. In Lakh

Laboratory

135856

1.36

Library

517913

5.18

Office expenses

1612818

16.13

Cultural & Sport

28950

0.29

Salary

50168346

501.68

Repair & Maintenance

316350

3.16

Contractual services

1956321

19.56

Electricity expenses

1136037

11.36

Fixed Assets

535554

5.36

Infrastructure development

1158315

11.58

Total Expenditure

57566460

575.66

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/Home.aspx
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

New Internal Quality Assurance Cell was established in our college on 30-6-2021. The cell has been constituted with following members:

External Experts on Quality Management

1. Dr. Gurudutta P. Japee, Director-Quality Assurance Department, KCG
2. Dr. Sandip K. Bhatt, Professor & Head, P.G. Dept. of Business Studies,

Co-ordinator IQAC, Sardar Patel University

1. Dr. H.A. Desai, Principal, Rofel Arts and Commerce College

Dr. APJ Abdul Kalam is a newly established college and it has been working on the recommendations of IQAC.

- College applied for 2f and 12B certificate on the basis of recommendations of IQAC and has been awarded 2f certificate by UGC vide its letter Dated: 06th November 2019. Various recommendation of the 1st IQAC has been implemented.
- It is decided in the meeting of IQAC to make improvement in the functioning of the institution by developing various faculties/Departments. On the basis of decision taken in the meeting, Departments were formed and respective professor in charge has been designated on rotation basis.
- Many other works done in college on the basis of recommendations of IQAC. For example, separate room for NAAC, IQAC & RUSA is provided, development of computer lab & language lab, modernization of college library, experts talk on various subjects etc.

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/IQACCommittees.aspx
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

Dr. APJ Abdul Kalam Govt. College reviews teaching learning process and methodologies regularly in meeting of all teaching staff. College believes in providing quality education to the students and overall development of the students. College management provides necessary infrastructures for better experience of teaching and learning process. All the assistant professors of this college is highly qualified as per the rules and regulations of UGC and they are trying their best for the improvement of students. Teaching staff uses various methods according to the syllabus and topic for classroom teaching. Lecture Delivery method, Seminar, Unit test, Presentations, Group discussions, use of ICT, PPT presentations and other methods are used by faculty members of the college. For quality enhancement, the recommendation of the IQAC has been implanted. Also, regular initiatives are taken by the college for students training and capacity building by inviting experts.

Besides this IQAC has taken following initiative

- Recommended creation of departments and HoDs, which have been completed. IQAC recommended financial support to staff for attending conferences etc, which have been implemented. IQAC decided for promoting online teaching which were successfully conducted during the pandemic situation.

Up-gradation of library and subscription of e-resources

File Description	Documents
Paste link for additional information	http://apjakgc.ac.in/IQACCommittees.aspx
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

D. Any 1 of the above

agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://apjakgc.ac.in/Download/NAAC/AOAR2020_21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

There is women development committee in the college for the welfare of the girl students of the college. Sensitivity towards the girls is being exhibit in the college through several aspects

Infrastructure:

1. The College has installed CCTV cameras throughout the college for the security and protection of the campus and the students. The cameras are installed inside classrooms, labs, computer labs, library and at all other areas of the college.
2. The college has also deployed security agency to ensure security of the students and the campus day and night. For girl female's security guards are also deployed.
3. The college has also installed Sanitary napkin vending machines in all washroom of the college to make the girls students free. Separate lady's toilets are available on each floor.
4. Canteen facility is also available so that the girls and other student are not forced to go out of the campus for food.
5. A common room for girl is also available in the college for the pass their free time and relax.
6. Fire safety equipment are installed at various locations in the college for the safety of the students and the college.

7. The college is surrounded the wall compound and with the single entry gate. The work of activity centre construction is in process.
8. First Aid facility available in the college for students and all other who require it.

File Description	Documents
Annual gender sensitization action plan	http://apjakgc.ac.in/Upload-temp/EnsuringGirls.pdf
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	http://apjakgc.ac.in/Upload-temp/EnsuringGirls.pdf

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

D. Any 1 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

1. **Solid waste management:** The College has installed various dustbins in different areas of the college. The garbage Wet and Dry is then collected by the Silvassa Municipal Council (SMC) vehicle which is separated as Bio- degradable and dry waste. The SMC has its own Solid and Liquid waste treatment plants. The college waste is collected and treated by SMC in its treatment plants.

The college has its own paper shredder machine to make paper easily recyclable. This machine is use to shred the papers which are not of use and other confidential papers.

1. **E-waste management:** Being Very new college, presently the college has no setup regarding e-waste management system. The college following E-waste management plan fo local IT Department.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	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:

B. Any 3 of the above

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

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

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

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

D. Any 1 of the above

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

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

A. Any 4 or all 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 college has conducted several programs for providing an inclusive environment. It has taken various initiatives for promoting tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities. For the promotion of unity in diversity, Scout & Guide unit of college/ NSS Cell organizes field awareness activities for safeguard against CoVID-19 contamination. A large number of teachers and students participated in it. Impacting the lives of the people in the community viz-a-viz including social and cultural values among the young students, industry working personnel labourers, were also guided by college staff during entire pandemic situation. The volunteers mainly undertake awareness generation activities with regard to the social/ pandemic issues.

The college cultural programs to celebrate the cultural diversity of India, UT Merger day on 26th January every year and related UT level competition for all students, college organized UT level drawing competition. Students from various cultural backgrounds participate in such programs and present cultural folk songs and dances.

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

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

College undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens.

Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Similarly, constitution day also would be celebrated on 26th Nov every year. Independence day is also celebrated every year to

highlight struggle of freedom and importance of Indian constitution.

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

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

C. Any 2 of the above

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

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

College celebrated "World Water Day" on 22 March, 2022.

College celebrated "World Tuberculosis Day" on 25 March, 2022.

College celebrated "Festival of Science & Technology -Vigyan Sarvatra Pujyate: Festival of SCOPE" during 22-28 February 2023.

The college celebrates National festivals, Birth and Death anniversaries of great Indian personalities like Mahatma Gandhi, Dr. APJ Abdul Kalam, S. Radhakrishnan etc. college also celebrates 15 August Independence Day, 26 January Republic Day, 2 August Liberation Day of Dadra & Nagar Haveli. Students performs Patriotic songs on this occasion. In addition to these national festivals the college also celebrates National Yoga Day also.

Celebration of such days aware the students about the contributions of the great personalities in the independence of the nation and celebration of national festival encourage them to take care of nation and be responsible towards the fundamental duties. The college also celebrates the constitution day. The entrance of the college has displayed the preamble of the constitution of India.

The birthday of S. Radhakrishnan 5 September (Teacher's Day) is also celebrated by the students. During this celebration several cultural activities takes place.

The college is named after Dr. APJ Abdul Kalam and every year birth of Dr. Kalam is celebrated and tribute to Dr. Kalam is given to on his death anniversary. College also organizes blood donation camp on his death or birth anniversary.

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

7.2 - Best Practices

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

Best Practice 1 Title of the Practice:

FREE BOOK BANK SCHEME FOR ALL THE STUDENTS OF THE COLLEGE

Objectives of the practice are:

1. To make books available for majority of the students of Arts, Commerce and Science students without any differentiation.
2. To promote the 'equality' among all the students.

The context:

Providing books to students for whole semester.

The Practice:

Book bank facility's started by the college from where students can get maximum 5 books for whole semester

Evidence of Success:

Students are getting benefits of Book Bank

Problems Encountered and Resources Required:

Finance and approval were the major requirement that was achieved following required procedure.

Best Practice 2 Title of the Practice:

COMMUNITY SERVICES THROUGH BHARAT SCOUTS AND GUIDE UNIT OF THE COLLEGE

Objective of the Practice are:

The objectives of this practice are as follows.

1. To help the community during Covid-19 Pandemic
2. To help the local administration to successfully provide the public services.

The context:

Helping the local administration during Covid19 pandemic through Scouts and Guides Unit.

The Practice:

The rovers and rangers of the Bharat Scouts and Guides Unit of the

college provided their services to the administration.

Evidence of Success:

The Bharat Scouts and Guide Unit of the college serve the community throughout the covid19 pandemic.

Problems Encountered and Resources Required:

The main constraint to this practice was to convince the parents of the rovers and rangers to allow them to go out for service during the pandemic.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Ensuring better safety and hygiene of Girls.

The college is not only concerned about their education but also more vigilant towards their security, their better health and hygiene. The security of the girl students is also an aspect where the college is vigilant and ensuring the full security of girl students in the college campus. The college is equipped with 24X7 surveillance of the high resolution CCTV camera. In addition of the camera, college deployed the male and female security guards all together to help them in any situation. The college organized various programs for girl students like AIDS Day, Red Revolution programs for menstrual related awareness, self-defence programs. The college also has a Women Development Committee, Sexual harassment committee, anti-ragging committee etc. to address the issue of girl students. In case of any issue, there is provision for complaint and grievance submission in complaint/ suggestion box. The college has also installed various sanitary napkin machines to address issues of female students. It is under equity initiative of RUSA. Also, through Government Health department, Iron tablets, First Aid, Screening of Sickle Cell Anaemia to ensure better nutrition and good health of the girl students.

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

7.3.2 - Plan of action for the next academic year

1. To create awareness and initiate measures for Protecting and Promoting Environment/ plantation/swachhata/no single use of plastic.
2. To promote maximum use of lab equipment's for performing actual practical practices, by students & faculty.
3. To conduct IPR workshop for awareness about filing patent for teacher as well as college students.
4. To conduct soft skills training program for students and their capacity building/ enhancement of employability by industry experts.
5. To conduct workshop for career counselling of students..
6. To conduct a workshop on "Women Empowerment and Employability"
7. To create awareness on hygiene/traffic rule.
8. To follow up and work for a holistic Campus landscaping and beautification.
9. To encourage students to learn indian knowledge system through Literary club in the college
10. To aware students in theme of challenges due to climate change through energy club in the college
11. To ensure ideation, and other related activities through Institutional Innovation Council in the college
12. To conduct skill training for final year students
13. To conduct off campus internship (one-week duration) of students in various organizations like Bank, Government offices in Dadra Nagar Haveli
14. To conduct programs for youth development