



YEARLY STATUS REPORT - 2021-2022

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

• Financial Status																									
• Name of the Affiliating University	Hemchandracharya North Gujarat University, Patan																								
• Name of the IQAC Coordinator	Dr. Chirag A. Acharya																								
• Phone No.	02763289081																								
• Alternate phone No.	02763289081																								
• Mobile	9428224791																								
• IQAC e-mail address	iqac.pilvai@gmail.com																								
• Alternate Email address	mnc.chiragacharya@gmail.com																								
3.Website address (Web link of the AQAR (Previous Academic Year)	https://pilvaicollege.org/wp-content/uploads/2022/12/AQAR-2020-21.pdf																								
4.Whether Academic Calendar prepared during the year?	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	https://pilvaicollege.org/wp-content/uploads/2023/05/academic-calendar-2021-22.pdf																								
5.Accreditation Details																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>72.7</td> <td>2007</td> <td>31/03/2007</td> <td>30/03/2012</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.01</td> <td>2014</td> <td>21/02/2014</td> <td>20/02/2019</td> </tr> <tr> <td>Cycle 3</td> <td>A+</td> <td>3.45</td> <td>2019</td> <td>09/11/2019</td> <td>08/11/2024</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	72.7	2007	31/03/2007	30/03/2012	Cycle 2	A	3.01	2014	21/02/2014	20/02/2019	Cycle 3	A+	3.45	2019	09/11/2019	08/11/2024
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Cycle 3	A+	3.45	2019	09/11/2019	08/11/2024																				
6.Date of Establishment of IQAC	29/06/2007																								
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																									

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	NSS	HNGU, Patan	2021-2022, One Year	13882
Institutional 1	Salary	Government of Gujarat	2021	89957208
Institutional 1	Adjustment Grant	Government of Gujarat	2021	00

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	03
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	

11. Significant contributions made by IQAC during the current year (maximum five bullets)
<ul style="list-style-type: none"> • The IQAC discuss on last and upcoming year plan and work according to it. • The IQAC organized two batches of Finishing School sponsored by Knowledge Consortium of Gujarat (KCG) of Gujarat Government and completed successfully. • The institute utilized the grant of RUSA 2.0 Component 9. • During the year due to post Covid-19 situation academic and other activities are arranged accordingly. • The IQAC has arranged the programmes under MoUs.

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
<p>To review progress of the institution during last academic year 2020-21.</p>	<p>The IQAC revised the progress of institution during academic year 2020-21 and expressed satisfaction over the online and off line work done by the institution even in situation of pandemic.</p>
<p>To arrange training workshop on Online & OMR MCQ based Exam.</p>	<p>It was unanimously decided to provide intensive training of MS team software for online teaching to the faculty staff and students in the special situation of Corona. It is also decided to organize OMR based MCQ exam training workshop for students, as the future University Exams will be took in OMR based MCQ method.</p>
<p>To organize Online co-curricular & extracurricular activities for students.</p>	<p>The committee reviewed the activities of institution for the academic year 2020-21 the IQAC decided to increase the online/offline co-curricular & extracurricular activities during current year.</p>
<p>Introduce new PG programmes in institute.</p>	<p>The IQAC unanimously resolved to appreciate the Principal to apply for starting new PG programme in Inorganic Chemistry, Physical Chemistry, Gujarati and Economics from the current academic year.</p>
<p>Review results of College Results.</p>	<p>The committee reviewed the University Exam results. In Sem 1 and 3 the students were given the OMR MCQ based exam due to Corona Pandemic. The results of Sem 1, 3 and 5 were reviewed and expressed satisfaction over it. The committee also gave valuable</p>

	suggestions to educate students for OMR MCQ based exam for improvement.
Maintain Botanical Garden.	The committee got information from the Principal about the progress of Anandivan and expressed satisfaction over the performance. The Committee congratulate and appreciate the Management's decision to give contract to the third party for maintaining Anandi Van and generate revenue from it.
Review progress of RUSA 2-0 Grant.	The committee reviewed the work of RUSA 2.0 grant. The work is totally stop due to Corona pandemic. The Principal was asked to give necessary instructions to the contractor to start construction/renovation work as soon as possible.
MOU's with local industry and institutions.	The committee satisfied with MoUs done and activities done under it. It is also decided to do more MoUs with some Institutions and Industries to enhance academic, research and placement activities.
To reform examination pattern.	The committee decided to one offline internal exam conducted in the institute due to late starting of term. It was also decided to follow the university norms for internal marks.

13. Whether the AQAR was placed before statutory body?	Yes
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<ul style="list-style-type: none"> Name of the statutory body 	
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Name	Date of meeting(s)
Academic Council and Executive committee	02/02/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	10/01/2023

15. Multidisciplinary / interdisciplinary

The institute affiliated to HNG University and followed structure implemented as university suggest. Academic programmes are redesigned to include Multidisciplinary / Interdisciplinary courses as electives. All programmes are designed in such a way that students get maximum flexibility to choose elective courses offered by institute.

16. Academic bank of credits (ABC):

The affiliated University has registered for the Academic Bank of Credit and The farther process for the Academic Bank of Credit is under process. So the institute follow the guidelines issued by the affiliating university is being implemented by the institute and the registration process of students have been started.

17. Skill development:

To Contributing to nation-building and skills development of students, The Institute organizes various activities for the development of soft skills, life skills, values, vocational guidance etc. under the Finishing School funded by KCG, Gujarat Government. Institute also deign a certificate/Add on Courses and finalized a blue print to introduce from upcoming year. Major Vocational Skill Development activities included like Career Edge Workshop and Lecture on How to shape your Career during and after graduation?

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

The institute are teaching at UG level in regional language i.e. Gujarati, but at PG level the science programme are taught in English medium. Even examination is also conducted in bilingual. Institute encourages learning of national language Hindi by organizing various Programmes like celebration of Hindi Diwas. Further, Subjects like Corporate Governance, Ethics and Social Responsibility of Business, Human Rights and Value Education etc. in

the curriculum of various programmes inculcates cultural values in Indian tradition so that students imbibe value orientation.

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

All programs displayed on the Institute and University website has objectives and learning outcomes shown in their respective courses and in programs. Affiliated University has BOS (Board of Study) in which many faculties of our institute is part of it, which proper planning to design POS based on OBE.

20.Distance education/online education:

Since 2019, educational institutions in the country have employed digital platforms for engaging classes, conducting conferences, meetings etc. Keeping aside the negative impact of lack of face to face learning, online education has broken the geographical barriers creating interaction of experts and students from distant locations. Educational institutions after pandemic have adopting hybrid mode of education, combining online and offline resources. During pandemic our institute started our own YouTube channel and posted more than 100 lectures on it. Our institute also got out of fifth rank in all Gujarat colleges in online teaching.

Extended Profile

1.Programme

1.1	454
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2127
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1260
Number of seats earmarked for reserved category as per GOI/ State	

Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3		229
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		32
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		43
Total number of Classrooms and Seminar halls		
4.2		96.18733
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		148
Total number of computers on campus for academic purposes		

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The College is affiliated to HNGU and follows the University designed curriculum.

- The University prepares an academic calendar that specifies the duration of the semester, the date of commencement and end of semesters. CBCS/elective course system and Semester System have been implemented in all UG and PG courses.
- At the beginning of academic year, an Action Plan, Academic Calendar and TimeTables are prepared and circulated on the WhatsApp group, Website, Facebook Page and Android App.
- HOD arrange a meeting and distribute the Syllabus to all faculty members. Teachers prepare Teaching Plan as per the academic calendar and Learning Outcomes.
- Use of ICT and well-equipped laboratory facilitates are made available to the staff and students to ensures effective curriculum delivery and improve their performance.
- To make learning easy, we provide study materials, old question papers, video lectures and subjective online quiz with use of ICT through Pilvai College Android App and INTRANET Facility.
- To make learning effective and strengthen, various co-curricular activities are organized. All the activities are guided and monitored by the HOD. If there are constraints to complete the curriculum, extra classes and practical sessions are conducted.
- The whole teaching-learning process is monitored regularly and feedback and suggestions received.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.ngu.ac.in/Syllabus.aspx

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

- The Institution is affiliated to HNGU and the University prepares the academic calendar.
- The College prepares academic calendar accordance with University Academic Calendar. The objective behind the preparation of academic calendar is that there should be

maximum working days to complete the syllabus and CIE.

- The College uploads it on college website and displayed on the notice board.
- The Principal conducts meeting with the HoDs and staff regarding smooth implementation of the academic calendar and conduct of CIE. Out of the 30 internal marks of each course, 15 marks are given based on the unit tests and 15 marks are given based on assignments, seminars, attendance, workshops, book review, projects, etc.
- The time of Internal Examination (15 Marks) is mentioned clearly in the academic calendar. Department decides the schedule of continuous assessment (15 Marks). All the faculty members follow the academic calendar to complete their CIE task.
- Assignments are given well in advance and the departments ensure their submission as per schedule.
- Internal marks are displayed on the notice boards as well as college website to ensure transparency and correctness before they are forwarded to the university.
- The HODs monitor attendance and progress of the student every year.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://pilvaicollege.ngsoft.in/nextcube/ext/result/

1.1.3 - Teachers of the Institution participate in A. All of the above 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

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

1.2 - Academic Flexibility

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

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

14

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

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

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

06

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

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

190

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

- The College affiliated to Hemchandracharya North Gujarat University, Patan. The University designed curriculum, on the basis of gender, Environment and sustainability, human values and professional ethics. The core courses having ethical value will be a part of value education leading towards sensitizing the students on the value of life and preparing them for life.
- Gender equality is an important human right. Our constitution gives equal rights to man and woman apart from their gender. Human Rights and Indian Constitution courses regarding Gender Equality are introduced in curriculum of UG.
- Environmental studies are very important nowadays. Following generic courses regarding Environment and Sustainability are introduced in our curriculum to educate UG students.
 - Environmental Science
 - Environments Studies
 - Disaster Management
 - Indian Geography
 - In the CBSC pattern, University introduces about 25 Skill Enhancement, Professional ethics, and Human values added courses are offered to UG students. of the College.
- The curriculum designed to address create awareness in students towards realizing self and effect of right understanding, to lead a practical life adding values to Haman relations and also fulfilling social responsibility.

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

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

137

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
Institutional Data in Prescribed Format	View File

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

137

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

C. Any 2 of the above

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

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

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

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

978

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

724

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

2.2 - Catering to Student Diversity

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

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

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

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

- Motivation
- Extended library facilities
- Encouraged to participate in seminars, assignment, workshop, Science Club and PPT presentation
- Scholarships/awards and rewards
- Motivated for various competitive exams.
- The numerous intellectual and cultural programmes within and outside the campus provide exposure to develop their innate talents in organizing and it also serves as a platform for interaction and experiential learning

Remedial Measures were taken for Disadvantaged Sections/Slow Learners:

- Special Coaching/attention

- Remedial Classes
- Scholarships
- Financial aid
- Simplified learning material
- Personal counselling
- Bridge courses for lateral entry students
- Revision of Practical work

File Description	Documents
Paste link for additional information	https://pilvaicollege.org/portal/
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
2127	32

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

Students being the main stakeholders of the college, the academic, co-curriculum and extra activities are organized keeping in view for their development. The teachers are committed to providing quality and values-based education to a larger section of students coming from the surrounding villages. Student's enthusiasm, involvement and willingness to participate make learning student-centric. The Institution practices several student-centric participatory learning methods.

- Participatory learning activities like the presentation of seminars, assignments and project work.
- During their academic schedule, PG students are given term projects.
- Science department like Physics, Botany, Chemistry and Mathematics to study natural science phenomenon organizes field trips.
- Through Pilvai College Android App and INTRANET facilities,

the students are made available Online Objective Quiz for 15 subjects.

- Students are encouraged to participate in Seminars, Workshops, 'Saptdhara' program, NCC, NSS and other competitive events.
- Remedial coaching is provided for weak and slow students.
- Revision of practical work is beneficial to both slow and advanced learners.
- Group discussion, debate and elocution, quiz, Case study, Poster presentation and seminars.
- Special computer training workshops for those who do not know the computer. Industrial/ field/ Educational visits/ Field training.
- Prepare various charts & models.
- Training of Mathematica software, Chemskech and Chemdraw softwares.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://pilvaicollege.org/portal/

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

- All the teachers of the institute are ICT enabled. They teach in the classroom through their PowerPoint presentations. If found necessary, the teachers of the college took their lectures online through the MS Team software and Google Meet.
- The institute also provided training to teachers on making video lectures. All the teachers of the institute made video lectures on their subject and uploaded it on the college and personal YouTube channels.
- More than 800 academic videos were uploaded on YouTube channel by college teachers in the last two academic years. Which benefited not only the college students but the students of the entire state.
- Through Pilvai College Android App and INTRANET facilities, the students are made available Online Objective Quiz for 15 subjects.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

32

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

32

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

26

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

636

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

2.5 - Evaluation Process and Reforms

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

- In order to ensure rigor and transparency in the internal assessment, the examination committee is formed internally.
- The ratio of the weightage of marks in core compulsory subject is 70% through External Exam and 30% through continuous internal evaluation as per the university rule.
- The systems of internal assessment notifications are communicated to the students well in time. The setting of question papers as per the university examination pattern.
- The facility of in-house printing of the question papers is available. Examination committee prepares the in-house printing schedule and the representative of the respective department remains present accordingly to maintain secrecy. The respective faculty evaluates the test papers promptly and answer papers are submitted to college factotum with in time.
- The CIE includes:
 - MCQ
 - Assignments
 - Seminars

- Book review
- Projects
- Regularity
- Mark sheets of internal marks are circulated. The rechecking/reassessment system in the internal examination is available. The rules for gracing decided by the examination committee are communicated to students.
- The external practical examinations are also conducted and the result is submitted to the university by examiner. Students are giving instruction regarding practical exams and their doubts regarding practical exams are cleared

File Description	Documents
Any additional information	View File
Link for additional information	https://pilvaicollege.ngsoft.in/nextcube/ext/result/

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

College level:

- If students are dissatisfied with result in the Internal Test, they are allowed to apply for Rechecking/Reassessment by filling in a prescribed form along with the fees for the same.
- The answer sheet/s of such students are sent to the Head of the Department by the Principal/Examination Committee.
- The HOD gets the reassessment done and submits the result along with his report to the Examination committee. If there is an improvement in the result, it is rectified soon.

University Level:

- If a student is dissatisfied with his/her result in the University Exam, she/he can tender an application in the college in a prescribed format in the stipulated time (15 days).
- The college forwards the application to the University for the needful action.
- Other examiners according to the rules of the University reassess such answer sheets.
- The University declares the result when the procedure of reassessment is over.

- The examination committee takes complete responsibility along with the office staff to conduct the entire examination process and address the grievances related to exam.
- Grievances related to exam are quickly addressed and office staff and exam committee help the students to set right any difficulties related to exam and results.

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

2.6 - Student Performance and Learning Outcomes

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

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

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

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

Direct Method :

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

Indirect Method :

- The feedback of students, teachers and alumni is collected and analysed for CO attainment.
- Suggestions for the improvement of POs are communicated to the University. Proportional weightage is given to every portion in a paper as the questions asked in internal exams and assignments are mostly aligned with the COs of the respective subject.
- Mechanism to analyze data on the student performance and learning outcomes to use it for planning and overcoming barriers of learning:
 - Result analysis
 - Remedial Coaching
 - Identification of weak/advanced learners

Feedback mechanism and action-taken report

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pilvaicollege.org/programme-outcome/

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

569

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://pilvaicollege.org/annual-report/

2.7 - Student Satisfaction Survey

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

<https://drive.google.com/file/d/12-jwu-Hj4ddxW0okqGjog5iKjhIh7V63/view?usp=sharing>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

14

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institution has constituted a Research Committee and Innovation Club to promote, facilitate and monitor research and innovation

activities in the College. The following initiatives have been taken for creation and transfer of knowledge in the institution.

- The Institution has also constituted an Innovation Club to promote innovation and also appointed two teachers as coordinators. The institute also spare separate space for innovation club.
- The coordinators of Innovation Club also aware and train students through seminars and workshops.
- Separate research laboratories have been established by Chemistry, Botany and Zoology for students of PG and Ph.D for research.
- The Research Committee encourages for research proposals.
- Encouragement for recognized research Guide.
- Promotion for attending seminars/workshops and presenting and publishing research papers and books.
- Separate research section in central library is developed to access back volume of research journal and thesis. Facility of e-library due to personal account in INFLIBNET.
- Honouring the faculty members who presented their paper abroad.
- MOU with other academic institute research institute and industry for research co-operation. It also includes students & faculty exchange programme.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

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

3.3 - Research Publications and Awards

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

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

11

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

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

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

07

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

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

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

11

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

3.4 - Extension Activities

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

To communicate and sensitize students to social issues and to make them understand their social responsibility, and to take them classrooms to real life, we have an active NSS (National Service Scheme) Unit. This Unit performs many social activities in a neighbouring society. The students are involved in the below-mentioned activities.

- The NSS unit conducts annual camp with various activities enable the students to cultivate.
- Health awareness Programmes, Chikungunya, Dengue and Swine flu Awareness.
- The institution has aware the society about social and health problems like female feticide, dowry system, environment protection, waste plastic collection, Back to Nature Awareness Program, consumer protection awareness, anti-corruption, HIV awareness, antitobacco and cleanliness awareness etc.
- Awareness about Government schemes like Jandhan Yojana, Swachchh Bharat Abhiyan, In house toilets, Beti Bachao-Beti Padhao, Vyasana Mukti (about De-addiction), Voting awareness Programmes.
- Activities to celebrate the birth anniversaries of Mahatma Gandhi and Swami Vivekanand, Sardar Patel to spread their messages.
- Celebration of independence day and Republic Day.
- Celebration of Environment day, Yoga Day, Teachers Day, Hindi Day, etc.
- To conserve the environment, we cultivate and nurture ANANDIVAN.
- The Community Science Centre and Science Society play an important role to popularize and promote scientific temper in community

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

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

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

00

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

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

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

63

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

200

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

3.5 - Collaboration

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

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

23

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

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

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

11

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

- The college has 49 acres of land. Administrative building, Arts building, Science building, Commerce building, Central library building and Hostel building, Principal Bungalow, Staff quarters, Hostel, Canteen, etc. Total 6793.15 Sq. Mt. built up area.
- The college is well equipped with the following teaching-learning facilities.
 - Well-equipped staff rooms with computer, printer and internet facility.
 - Wi-Fi Campus
 - Two well-equipped seminar halls.
 - 200 seating capacity with AV Aids.
 - 500 seating capacity with Audio-Visual Aids.
- Digital Education and Learning Laboratory (DELL) with 25 computers in LAN with Wi-Fi and Globarina software.
- Central Computer Laboratory with 55 computers with LAN and internet facility, Interactive board, Touch screen LCD projector.
- Mathematics Computer Lab has 31 computers with LAN and internet facility, Inter-active board, LCD projector, Matlab software, etc.
- Chemistry Research Lab with sophisticated equipment.
- Well-equipped nine Science laboratories and Biology Museum.
- Botanical garden name 'Anandi Van': In 25 acres land, we have about 300 plant species. For irrigation, the institute established one tube well.
- 2.25 km long Compound wall.
- Total 40 Class rooms with wi-fi and out of which most of the rooms have LCD projectors.

- NAMO Wi-Fi and GTPL Internet.
- NCC office, NSS office, Girls rooms.
- CCTV surveillance.

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

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

SPORTS AND YOGA FACILITIES:

The institution has always tried to produce students who become part of the University and State level teams. The Sports Committee conducts intercollegiate tournaments and Annual Sports Day every year. Necessary playgrounds, equipment, kits and sportswear are all provided with. The college has indoor and outdoor gymnasium. The College participated in almost all university-level sports competitions and performed well. Many students got selection for all-India inter-university competitions.

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

CULTURAL FACILITIES:

The college has two seminar hall to organize Cultural activities. The Saptdhara and Cultural Committee focus on polishing the skills of students. The college has one open-air multipurpose Stage and two halls which are used for organizing the major cultural events of the college. The college takes part in the University Youth Festival. We provide training for the students to participate in the youth festival, along with necessary costumes and props for the group events. The institution organizes Annual Day and Traditional Dress Day. The college facilitated the students who have performed well.

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

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

43

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://drive.google.com/file/d/1uB_nvaKhVi8_ynJI8vEwbxUnm94fQb8N8/view?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

27.34153

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 College has a library committee to take care of the issues

related to the Central Library.

- The Library Committee plays an important role in deciding the infrastructural requirements of the library. The details of the library are as follows:
 - Total area of library: 527.62 Sq. Mts.
 - Total seating capacity: Common Space-50 for Girls-20, for staff-10
 - Working hours: 10-30 am to 5-00 pm
- The College has a good collection of about 55,000 books. A good number of books and journals are added every year. The General Library subscribes 90 Periodicals, Magazines and Research Journals and 11 Newspapers. The Library has online access to INFLIBNET e-Resources which provides more than 6,000 online Journals and 31,35,000 e-books.
- The college is a member of INFLIBNET N-List consortia for many years and provides access to thousands of e-resources.
- Details of ICT and Other Tools Deployed to Provide Maximum Access to the Library ILMS software:
 - Soul 2.0 Software OPAC (on the public Access catalogue): Yes
 - Total number of computers for public access: 04, Printer: 01, Barcode Scanner: 01, Photocopier: 01
 - Internet: 10 Mbps
 - NAMO Wi-Fi: 100 Mbps
- The facility of Poor Boys Library

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://pilvaicollege.org/resources-2/#1559037445623-a29e4fce-d6f4

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	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.21869

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

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

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

07

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

The College has successfully oriented the campus and office activities towards integrating IT into everyday activities.

The Administrative office is fully automized and facilitated with software like Office Management software, Online Scholarship

Management Software, Feedback Management Software, Online Examination Software, Online Admission & Fee Management Software, The college has also facilitated with software like WINEHOME 10 SNGL OLP NL, WIN PRO 10 SNGL OLP and MICROSOFT OFFICE PRO 2016 SNGL OLP NL for office and library use. The CYBERROM 10 ING FIREWALL software for internet security and distribution management is also purchased.

- Central Computer Laboratory has a server, 54 computers with Internet Facility.
- Mathematics Computer Laboratory has a server, 30 computers in LAN, MATLAB software and Internet Facility.
- Digital Educational Learning Laboratory (DELL) with 25 computers, LAN, internet and spoken English software (GLOBARINA).
- Central library has SOUL 2.0 and INFLIBNET N-list facility to access e-resources
- CAMPUS Wi-Fi SYSTEMS and INTRANET FACILITY.
- Informative Dynamic Website.
- NAMO WiFi.
- Career Guidance Center with printer, photocopier facilities.
- Research Laboratory of chemistry is facilitated with four (04) computers, printers, internet and subjective/instrumental software facilities.
- Thirteen (17) Audio Visual Class Rooms/Smart Class.
- Well-equipped Examination Room with computers, photocopiers, printer, ADF scanner, internet, OMR Reader software.

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

4.3.2 - Number of Computers

148

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

17.34397

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

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

The college has well-established machinery in place for maintenance of campus facilities. This is primarily

achieved through the monitoring of various committees like Academic Council, Planning Board, Building

Committee, Purchase Committee and IQAC with necessary support systems.

- The maintenance of various buildings is achieved through periodic monitoring by the building committee and devising suitable proposal.
- Annual Stock verification
- Sufficient staff is appointed.
- A computer instructor appointed by Management maintains Major ICT instruments.

- The regular electrician decided by Management solved electricity related problems.
- AC and Water Coolers are regularly serviced.
- Plumbing maintenance and repair, including water supply and tubewell, is done whenever it
- required by professional Plumber.
- Mechanical equipment and lab equipment are repaired periodically.
- Adequate protective measures like UPS, antivirus, firewalls, CCTV cameras.
- The water tanks are cleaned regularly.
- Equipment are repaired periodically
- The SOP for highly sophisticated equipment established and followed regularly.
- The wastage from laboratories converted into clean water by Treatment Plant.
- Maintenance and digitizing of rare books, back volumes, manuscripts and reports with special care.
- Physical Director and Sports Committee monitor the maintenance of Sports Facilities.
- Regular maintenance of sports equipment.
- The equipment in Indoor and Outdoor Gymnasium are regularly serviced and purchase new ones whenever required.

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 benefited by scholarships and free ships provided by the Government during the year

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

1307

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 benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

84

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

200

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

200

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

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

19

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

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

5.2.2.1 - Number of outgoing student progression to higher education

218

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

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

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

00

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

5.3 - Student Participation and Activities

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

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

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at 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)

The Pilvai College Vartul is an active Students' Council established in 2003. A number of varied activities take place under the title of the Pilvai College Vartul, i.e. seminars, workshops, debate, elocution competition, poem reciting, shloka chanting, quiz, Add-on Courses etc.

The HOD of each This Vartul works as a bridge between the institution and students and ensures a smooth and timely dissemination of information and solution of some problems. It also facilitates various activities in the classrooms and college campus.

The College has a policy for the dynamic participation of the students in the various academic, cultural and administrative bodies/committees. This prepares the students for leadership roles, organizing events teamwork, execution skills. The student representatives in various college committees like IQAC, Saptdhara, Science Society, Cultural Committee, NSS, NCC, Career Guidance Centre, etc.

Every year, college follows unique designed process and announces Best Boys - Best Girls. Each department nominates one-boy and one-

girl representatives based on their merit, active participation in NSS, NCC and Cultural activities. The interview committee decided the Best Boy - Best Girl for arts, science and commerce stream after the oral interview of these candidates. They help in organizing various academic, cultural and extension activities.

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

12

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

5.4 - Alumni Engagement

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

- This institute is very lucky that about 50% of members of the Managerial Body and Executive Body are alumni of this Institution. Our alumni are academicians as VC, Principals, Teachers from Colleges and Schools all over Gujarat.
- Legendary Politicians like Anandiben Patel (Hon. Governor of MP, Ex. CM, Gujarat), Ramanbhai Patel (Ex.MLA), Dr C.J.Chavada (MLA) and Shri Kantibhai Patel (Ex. MLA) are alumni of this institution. .

- **Pilvai College Vartul- Alumni association**
 - The College has established unregistered active Alumni association under the patronage of "Pilvai College Vartul". Thousands of alumni are members of the Alumni Association.
 - The annual alumni gathering normally takes place on Annual Day every year. The feedbacks of alumni are also taken through the website online.
 - The association proposes to do the following activities
 - To honour the alumni who have secured a prominent position.
 - Suggestions for improvement and development of the college.
 - To be helpful in the placement of students.
 - Helping in expert's lectures, placement, financial support and help in grievance redressal.
 - To elect President, Vice-President, Secretary and executive members of the Alumni Association every year.
 - Involve in academic and holistic development of the college, including financial assistance.

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

5.4.2 - Alumni contribution during the year A. ? 5Lakhs (INR in Lakhs)

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

College was started by Management in 1960 by donors truly devoted to the aim of education with a view to imparting higher education to brilliant but socially backward and economically poor students

belonging to the rural area. This college is only one tri-faculty college of the University. Ever since its establishment, the institution is benefited with sighted Managing Authorities and enthusiastic Principals.

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

To fulfil the Vision-Mission, the Institute has been promoting quality education to students from the rural area having diverse backgrounds and abilities are admitted. The requirements to enrich the knowledge of teachers and students made available here. The college encourages teachers for research activities and various training seminars/workshops. In addition to regular education, teachers are also doing innovative experiments in the teaching-learning process. For arousing versatile personality of students, co-curricular and extracurricular activities are duly carried out. Huge physical and academic infrastructure and eco-friendly academic atmosphere are the peculiarities of this institution.

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

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

- The Governing authorities of Mandal take the lead in the governance and management of the institution. The Managerial Body and Executive committee of the management along with the Principal support day to day functioning of the Institution administration.
- Authority and executive members of Management are always available to guide us for the overall development of the Institute. They encourage and sanction funds to utilize the funds for different developmental activities of the college.
- The college practices decentralization and participative management by constituting Institution level committees and assigning work to different committee members. The official notice is issued along with the guidelines defining the roles and responsibilities of the committees.

- Policies and plans are constituted, monitored and evaluated by IQAC.
- The Principal, Vice Principal, Faculty In-charges, HODs, Administrative Coordinator and the various committees implement the plans and policies together.
- The committees prepare action plans and submit to the principal for approval. The committees carry out the activities and at the end of the academic year, the conveners submit the reports to the Principal.
- The students' representatives are also nominated to carry out the co-curricular and extracurricular activities.
- Feedbacks of stakeholders are considered for the improvement of the plans and policies.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC was constituted in 2007. The IQAC in consultation with the Principal heads of various departments and as per requirements of NAAC plans and deploys various policies that improve the quality in the institution.

- Regular meetings of the Managerial body and IQAC
- The online feedback system
- IQAC Academic Audit.
- The Principal of the institute is a liaison between the students and the Management. Infrastructure requirements for the institute are conveyed to the management and the Principal sees to it that they are fulfilled.
- Policies and plans are constituted, monitored and evaluated by IQAC.
- The Principal, Vice Principal, Faculty In-charges, HODs and the various committees implement the plans and policies together.
- The official notice is issued along with the guidelines defining the roles and responsibilities of the committees.
- The committees prepare action plans and submit to the principal for approval. The committees carry out the

activities and the conveners submit the reports.

- The students' representative is also encouraged and nominated to handle the co-curricular and extracurricular activities.
- Physical Director, Librarian, Rector, Programme officer of NSS, Officer of NCC and conveners of different committees are also independent to perform their duties.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- Managerial Committee of Uttar-Purva Gujarat Uchcha Kelavani Mandal, PILVAI consist a President, a Vice-president, four Secretaries and other 31 members including the Principal. Other important bodies of the management are the Executive committee and the Academic Council.
- Management also appointed Vice-principal, Administrative Coordinator and three Faculty I/Cs for strengthening administrative and academic activities.
- HOD of each department leads the academic and administrative work of the concerned department. The HoDs are given total academic freedom by the Management.
- Principal, constitutes different committees for the smooth functioning of Administrative, Academic, Extracurricular and Research activities.
- Recruitment of the teacher is as per the norms of the UGC, State Government and the affiliated University. The institution follows UGC and Government norms. GPF, Casual Leave, Earned Leave, Medical Leave, Maternity leave, etc., have benefited the teaching and non-teaching faculty.
- Each and every staff as and when eligible for a promotion by acquiring required qualification and score as stipulated by the API of UGC norms, the College management follows the procedures as early as possible for his / her promotion.
- Grievance Redressal Committee heading by the Principal. This committee discusses the matter with the Principal to solve the problem. The institute has well-defined grievance redressal procedure.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare scheme for Employee:

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

- Group insurance scheme.
- Leave Rules as per Government for staff like vacation leave, Casual Leave, Earned Leave, Medical Leave, Duty Leave, Maternity and Paternity Leave.
- GPF and EPF [Employee Provident Fund] staff.
- Accommodation facility for Teaching and non-teaching in staff quarters.
- The class III & IV employees get the facility of Bonus once a year for the festival.
- The class IV employees get the benefit of uniform.
- There is a Registered Co-Operative Credit Society on the

Campus, directed and managed by the staff. This credit society provides various services like deposit and loan to its shareholders up to a limit.

- Gratuities, Pension and all other such Government welfare schemes.
- First Aid Facility on the campus
- Additional Facility of the Central Library, computer and laboratory are provided to teachers conducting research.
- Grievance Redressal Cell.
- Medical reimbursement Scheme
- Sexual Harassment Policy: A Women's grievance redressal cell for addressing complaints regarding sexual harassment
- Parking Facility
- Free Wi-Fi facility throughout the college.
- Leave Travel Concession
- Accidental Death Policy Insurance Scheme for all staff members as well as all the students on the campus

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

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

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

05

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

02

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	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

10

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The college has an effective performance appraisal system for both teaching and non-teaching staff.

PERFORMANCE APPRAISAL: TEACHING STAFF

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

Self-Appraisal

It is a mandatory process for every teacher to have the self-appraisal form. The self-furnished appraisal form transfers to the IQAC through HOD.

By Students

The students give feedback about their teachers on website and Android App. The IQAC and the Principal analyze the analysis report generated. The analysis report is shown to the teacher and the Principal give suggestions for improvement and takes actions if required.

By Authorities:

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

PERFORMANCE APPRAISAL: NON-TEACHING STAFF

- It is mandatory for non-teaching staff to have the self-appraisal form.
- Performance is also assessed through feedback from students, alumni and parents.
- Principal and Administrative Coordinator continuously monitor and evaluate the daily work of nonteaching staff.
- Principal, based on all analysis, give suggestions to non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

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

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

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

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

00

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

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

Mobilization of funds:

The sources of fund for the Institute are

- Grant from State government
- Grant from UGC.
- Fees from aided courses
- Donations
- From the Management
- Pilvai College Vartul

Utilization Policy:

The utilization policy is transparent. The Managerial body and IQAC of the college from time to time according to the need of the college decide the policy and procedure for resource mobilization. The Purchase Committee decides the policy and procedure for purchasing any item. Each item is purchased by comparing a minimum of three quotations received from different vendors. The comparative statement of quotations placed before the Purchase Committee.

Collection of tuition fees, purchases of materials, books, stationeries, equipment and its maintenance, payment of bills are through centralized accounts department. All purchases are done through tender system.

- All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheques. Only authorized persons by management can operate the transaction through the bank. Internal Chartered Accountant conducts a financial audit twice in every financial year to verify the compliance.
- The State Government periodically does the external audit. The grant of State Government is finalized only after the audit.

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

6.5 - Internal Quality Assurance System

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

Contribution of IQAC to Institutionalize Quality Assurance Strategies and Processes:

- Development and Application of Quality parameters

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

- Creating a Learner-Centric Environment

The IQAC undoubtedly took the lead in transforming the learning atmosphere in the campus.

- Feedback Response System

Every year, under the initiative of the IQAC, the feedbacks on the academic and administrative processes and facilities are taken online from the stakeholders.

- Enhancement in Curricular, Co-curricular and Extension Activities

IQAC organizes workshops, seminars, exhibition, competitions to emphasize for increases the involvement of students in Curricular, Co-curricular and Extension Activities

- Documentation

Each faculty and department is asked to maintain a record of their academic activities. All the documents are collected by the IQAC for making Annual Report. College.

- Implementation of Best Practices

IQAC is also the nodal agency for coordinating and implementing the best practices of the institution.

- Development of Quality Culture in the Institution.

The IQAC conducts various programmes and provides guidelines for the Committee/body/ department regarding the organizing of events.

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

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

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

I. Institutional reviews facilitated by the IQAC:

- Feedback on Teachers' Performance
- Annual Academic and Administrative Audit

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

The IQAC in its annual Plan of Action makes several recommendations aimed at bringing about general improvements. This includes plans to reform teaching, learning and evaluation. The IQAC has recommended several steps to enhance the effectiveness of the teachinglearning process through its Plan of Action. The institution enhanced student's centric methods to make teaching interesting. The academic infrastructures developed include new Central Computer Lab; new ICT enabled Smart Class Rooms, Upgradation of Seminar Hall, Wi-Fi Campus, new Laboratory Equipment, Additional Books and Journals, organizing guest lectures, seminars/conferences.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://pilvaicollege.org/wp-content/uploads/2023/05/IQAC-Minits-2021-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

PROMOTION OF GENDER EQUITY

- Gender equity is promoted by the organization through various programs like seminars, workshops etc. on Gender Equity were organized.

SAFETY AND SECURITY:

- A 2.25km long compound wall. 24 hours of security persons.
- Compulsory ID card helps to keep a check on the entry/presence of unscrupulous elements.
- The campus is under CCTV surveillance.
- Anti-ragging Cell
- Grievance Redressal Cell and Women Development Cell

COUNSELLING

- Regular teachers of the college are appointed as mentors for counselling of students. Each mentor is allotted a group of 50-60 students. To help Mentor, two senior students per group also play the role of an assistant mentor. T
- he institute displays and communicates students the list of Counseling Groups (including Mentor, Senior Students and allotted students) at the begging of the academic year.
- Mentors are helpful in students' academic, administrative and personal social problems. They are counselling students from time to time. They also use their expertise to help and guide the students in their regular study and improve their performance.

COMMON ROOM

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

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1xnRp6Nys5dzKTJOAsaSO0T-Pzp8PGaH/view?usp=share_link

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

B. Any 3 of the above

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

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

SOLID WASTE MANAGEMENT:

- Each classroom/staffroom/office/library is provided with dustbin, which is regularly emptied. Most of all the solid waste is biodegradable and in the form of leaf and papers which thrown into the dug pit and converted into natural fertilizer by providing a suitable environment.
- The institution follows 'Green Protocol' while conducting seminars and other events.
- Students and faculty are encouraged to use steel lunch boxes.
- Used papers and newspapers are sold for recycling.
- The college canteen strictly sees that any kind of non-biodegradable materials is not used for its functioning.

LIQUID WASTE MANAGEMENT

- **Wastewater Treatment Plant:** The wastewater from chemistry laboratories causes heavy damage to the soil and ecosystem in the long run. The wastewater is cleaned by a small self-made treatment plant by the chemistry department. The treated water was used for irrigation purposes.

E-WASTE MANAGEMENT

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

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

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

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:

A. Any 4 or All 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**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	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

A. Any 4 or all of the above

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

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

C. Any 2 of the above

5.

reading

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

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

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

equally in the institute.

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

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

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

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/107d9hp900JIWLWLjZpxeIddYgNhSJ17d/view?usp=share_link
Any other relevant information	https://pilvaicollege.org/best-practices/#1622260584805-c9dc2762-3633

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 A. All of the above

**ethics programmes for students,
teachers, administrators and other staff 4.
Annual awareness programmes on Code of
Conduct are organized**

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

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

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

- Gandhi Jayanti
- International Yoga Day: College organizes celebration of Yoga Day (21st June) every year. The college organizes Yoga Training classes for the students and staff for a week preceding the Yoga Day.
- Teachers Day (5th September) is celebrated on a grand scale in the college. The students pay tribute to great teachers by performing the work of teachers for a day. The students handle all the positions of the college.
- Hindi Diwas: Hindi Department leads the celebration of Hindi Diwas on 14th September every year. They conduct various activities for students.
- National Unity Day is celebrated by Staff and students taking the Unity Pledge on this occasion.
- World AIDS Day (1st December): The NSS Unit organizes an awareness rally on World AIDS Day through play-cards and chanting of slogans.
- National Youth Day (12th January) is celebrated on the birthday of Swami Vivekananda.
- Independence and Republic Day - flag hoisting ceremony, oath-taking, and motivation talks.
- National Science Day Celebration: Seminars and exhibitions

held every year.

- International Literacy Day, National Blood Donation Day, World Health Day by incorporating NSS & NCC

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.

Following two Best Practices have been implemented Successfully During Year-2021-22.

BEST PRACTICE - 1

TITLE: MOVING TOWARDS QUALITY EDUCATION... A humble endeavor

BEST PRACTICE - 2

TITLE: ONLINE FIGHT AGAINST PANDEMIC... A successful experiment

File Description	Documents
Best practices in the Institutional website	https://drive.google.com/file/d/1joLap9L6mno36K1MivYGtcDBSRwQilWi/view?usp=share_link
Any other relevant information	https://pilvaicollege.org/best-practices/

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

USE OF SCIENCE AND TECHNOLOGY

The institution has always preferred the use of science, technology

and scientific approaches in its educational, administrative and other activities. The performance of college in this area is more distinctive than other colleges

EDUCATION:

- About 1200 academic videos were uploaded on YouTube channel
- Available academic ICT tools such as projectors, interactive boards, computers, laptops, audio systems etc.
- The NME-ICT scheme and the NAMO Wi-Fi provided. Wi-Fi Campus with 13 routers.
- Android App and INTRANET facilities, Online Quiz of 15 Subjects
- Enriched Research Labs
- Started three new programs MSc (Inorganic Chemistry & Physical Chemistry), MA (Economics & Gujarati)
- Using PPT through the use of ICT in educational work

ADMINISTRATION:

- Online Admission.
- Dynamic Website
- Office Management Software
- Facebook Page
- Bulk message system.
- The College has an Android App.
- Cyberoam software.
- Soul 2.0 software.

AS SOCIAL RESPONSIBILITY:

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

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The College is affiliated to HNGU and follows the University designed curriculum.

- The University prepares an academic calendar that specifies the duration of the semester, the date of commencement and end of semesters. CBCS/elective course system and Semester System have been implemented in all UG and PG courses.
- At the beginning of academic year, an Action Plan, Academic Calendar and TimeTables are prepared and circulated on the WhatsApp group, Website, Facebook Page and Android App.
- HOD arrange a meeting and distribute the Syllabus to all faculty members. Teachers prepare Teaching Plan as per the academic calendar and Learning Outcomes.
- Use of ICT and well-equipped laboratory facilitates are made available to the staff and students to ensures effective curriculum delivery and improve their performance.
- To make learning easy, we provide study materials, old question papers, video lectures and subjective online quiz with use of ICT through Pilvai College Android App and INTRANET Facility.
- To make learning effective and strengthen, various co-curricular activities are organized. All the activities are guided and monitored by the HOD. If there are constraints to complete the curriculum, extra classes and practical sessions are conducted.
- The whole teaching-learning process is monitored regularly and feedback and suggestions received.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.ngu.ac.in/Syllabus.aspx

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

- The Institution is affiliated to HNGU and the University prepares the academic calendar.
- The College prepares academic calendar accordance with University Academic Calendar. The objective behind the preparation of academic calendar is that there should be maximum working days to complete the syllabus and CIE.
- The College uploads it on college website and displayed on the notice board.
- The Principal conducts meeting with the HoDs and staff regarding smooth implementation of the academic calendar and conduct of CIE. Out of the 30 internal marks of each course, 15 marks are given based on the unit tests and 15 marks are given based on assignments, seminars, attendance, workshops, book review, projects, etc.
- The time of Internal Examination (15 Marks) is mentioned clearly in the academic calendar. Department decides the schedule of continuous assessment (15 Marks). All the faculty members follow the academic calendar to complete their CIE task.
- Assignments are given well in advance and the departments ensure their submission as per schedule.
- Internal marks are displayed on the notice boards as well as college website to ensure transparency and correctness before they are forwarded to the university.
- The HODs monitor attendance and progress of the student every year.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://pilvaicollege.ngsoft.in/nextcube/extension/result/

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

14

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

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

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

06

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

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

190

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

- The College affiliated to Hemchandracharya North Gujarat University, Patan. The University designed curriculum, on the basis of gender, Environment and sustainability, human values and professional ethics. The core courses having ethical value will be a part of value education leading towards sensitizing the students on the value of life and preparing them for life.
- Gender equality is an important human right. Our constitution gives equal rights to man and woman apart from their gender. Human Rights and Indian Constitution courses regarding Gender Equality are introduced in curriculum of UG.
- Environmental studies are very important nowadays. Following generic courses regarding Environment and Sustainability are introduced in our curriculum to educate UG students.
 - Environmental Science
 - Environments Studies
 - Disaster Management
 - Indian Geography
 - In the CBSC pattern, University introduces about 25 Skill Enhancement, Professional ethics, and Human values added courses are offered to UG students. of the College.
- The curriculum designed to address create awareness in students towards realizing self and effect of right understanding, to lead a practical life adding values to Haman relations and also fulfilling social responsibility.

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

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

137

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
Institutional Data in Prescribed Format	View File

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

137

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

C. Any 2 of the above

from the following stakeholders Students
Teachers Employers Alumni

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

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

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

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

978

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

724

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

2.2 - Catering to Student Diversity

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

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

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

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

- o Motivation
- o Extended library facilities
- o Encouraged to participate in seminars, assignment, workshop, Science Club and PPT presentation
- o Scholarships/awards and rewards
- o Motivated for various competitive exams.
- o The numerous intellectual and cultural programmes within and outside the campus provide exposure to develop their innate talents in organizing and it also serves as a platform for interaction and experiential learning

Remedial Measures were taken for Disadvantaged Sections/Slow

Learners:

- Special Coaching/attention
- Remedial Classes
- Scholarships
- Financial aid
- Simplified learning material
- Personal counselling
- Bridge courses for lateral entry students
- Revision of Practical work

File Description	Documents
Paste link for additional information	https://pilvaicollege.org/portal/
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
2127	32

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

Students being the main stakeholders of the college, the academic, co-curriculum and extra activities are organized keeping in view for their development. The teachers are committed to providing quality and values-based education to a larger section of students coming from the surrounding villages. Student's enthusiasm, involvement and willingness to participate make learning student-centric. The Institution practices several student-centric participatory learning methods.

- Participatory learning activities like the presentation of seminars, assignments and project work.
- During their academic schedule, PG students are given term projects.
- Science department like Physics, Botany, Chemistry and

Mathematics to study natural science phenomenon organizes field trips.

- Through Pilvai College Android App and INTRANET facilities, the students are made available Online Objective Quiz for 15 subjects.
- Students are encouraged to participate in Seminars, Workshops, 'Saptdhara' program, NCC, NSS and other competitive events.
- Remedial coaching is provided for weak and slow students.
- Revision of practical work is beneficial to both slow and advanced learners.
- Group discussion, debate and elocution, quiz, Case study, Poster presentation and seminars.
- Special computer training workshops for those who do not know the computer. Industrial/ field/ Educational visits/ Field training.
- Prepare various charts & models.
- Training of Mathematica software, Chemskech and Chemdraw softwares.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://pilvaicollege.org/portal/

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

- All the teachers of the institute are ICT enabled. They teach in the classroom through their PowerPoint presentations. If found necessary, the teachers of the college took their lectures online through the MS Team software and Google Meet.
- The institute also provided training to teachers on making video lectures. All the teachers of the institute made video lectures on their subject and uploaded it on the college and personal YouTube channels.
- More than 800 academic videos were uploaded on YouTube channel by college teachers in the last two academic years. Which benefited not only the college students but the students of the entire state.
- Through Pilvai College Android App and INTRANET facilities, the students are made available Online Objective Quiz for

15 subjects.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

32

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

32

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

26

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

636

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

2.5 - Evaluation Process and Reforms

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

- In order to ensure rigor and transparency in the internal assessment, the examination committee is formed internally.
- The ratio of the weightage of marks in core compulsory subject is 70% through External Exam and 30% through continuous internal evaluation as per the university rule.
- The systems of internal assessment notifications are communicated to the students well in time. The setting of question papers as per the university examination pattern.
- The facility of in-house printing of the question papers is available. Examination committee prepares the in-house printing schedule and the representative of the respective department remains present accordingly to maintain secrecy. The respective faculty evaluates the test papers promptly and answer papers are submitted to college factotum with in time.
- The CIE includes:

- MCQ
- Assignments
- Seminars
- Book review
- Projects
- Regularity
- Mark sheets of internal marks are circulated. The rechecking/reassessment system in the internal examination is available. The rules for gracing decided by the examination committee are communicated to students.
- The external practical examinations are also conducted and the result is submitted to the university by examiner. Students are giving instruction regarding practical exams and their doubts regarding practical exams are cleared

File Description	Documents
Any additional information	View File
Link for additional information	https://pilvaicollege.ngsoft.in/nextcube/ext/result/

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

College level:

- If students are dissatisfied with result in the Internal Test, they are allowed to apply for Rechecking/Reassessment by filling in a prescribed form along with the fees for the same.
- The answer sheet/s of such students are sent to the Head of the Department by the Principal/Examination Committee.
- The HOD gets the reassessment done and submits the result along with his report to the Examination committee. If there is an improvement in the result, it is rectified soon.

University Level:

- If a student is dissatisfied with his/her result in the University Exam, she/he can tender an application in the college in a prescribed format in the stipulated time (15 days).
- The college forwards the application to the University for the needful action.

- Other examiners according to the rules of the University reassess such answer sheets.
- The University declares the result when the procedure of reassessment is over.
- The examination committee takes complete responsibility along with the office staff to conduct the entire examination process and address the grievances related to exam.
- Grievances related to exam are quickly addressed and office staff and exam committee help the students to set right any difficulties related to exam and results.

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

2.6 - Student Performance and Learning Outcomes

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

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

and discussion in the classroom teaching are centered around these. Hence, there is a continuous communication of the POs, PSOs and COs.

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

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

Direct Method :

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

Indirect Method :

- The feedback of students, teachers and alumni is collected and analysed for CO attainment.
- Suggestions for the improvement of POs are communicated to the University. Proportional weightage is given to every portion in a paper as the questions asked in internal exams and assignments are mostly aligned with the COs of the respective subject.
- Mechanism to analyze data on the student performance and learning outcomes to use it for planning and overcoming barriers of learning:
 - Result analysis
 - Remedial Coaching
 - Identification of weak/advanced learners

Feedback mechanism and action-taken report

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pilvaicollege.org/programme-outcome/

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

569

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://pilvaicollege.org/annual-report/

2.7 - Student Satisfaction Survey

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

<https://drive.google.com/file/d/12-jwu-Hj4ddxW0okgGjog5iKjhIh7V63/view?usp=sharing>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

14

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institution has constituted a Research Committee and Innovation Club to promote, facilitate and monitor research and

innovation activities in the College. The following initiatives have been taken for creation and transfer of knowledge in the institution.

- The Institution has also constituted an Innovation Club to promote innovation and also appointed two teachers as coordinators. The institute also spare separate space for innovation club.
- The coordinators of Innovation Club also aware and train students through seminars and workshops.
- Separate research laboratories have been established by Chemistry, Botany and Zoology for students of PG and Ph.D for research.
- The Research Committee encourages for research proposals.
- Encouragement for recognized research Guide.
- Promotion for attending seminars/workshops and presenting and publishing research papers and books.
- Separate research section in central library is developed to access back volume of research journal and thesis. Facility of e-library due to personal account in INFLIBNET.
- Honouring the faculty members who presented their paper abroad.
- MOU with other academic institute research institute and industry for research co-operation. It also includes students & faculty exchange programme.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

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

3.3 - Research Publications and Awards

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

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

11

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

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

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

07

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

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

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

11

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

3.4 - Extension Activities

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

To communicate and sensitize students to social issues and to make them understand their social responsibility, and to take them classrooms to real life, we have an active NSS (National Service Scheme) Unit. This Unit performs many social activities in a neighbouring society. The students are involved in the below-mentioned activities.

- The NSS unit conducts annual camp with various activities enable the students to cultivate.
- Health awareness Programmes, Chikungunya, Dengue and Swine flu Awareness.
- The institution has aware the society about social and health problems like female feticide, dowry system, environment protection, waste plastic collection, Back to Nature Awareness Program, consumer protection awareness, anti-corruption, HIV awareness, antitobacco and cleanliness awareness etc.
- Awareness about Government schemes like Jandhan Yojana, Swachchh Bharat Abhiyan, In house toilets, Beti Bachao-Beti Padhao, Vyasana Mukti (about De-addiction), Voting awareness Programmes.
- Activities to celebrate the birth anniversaries of Mahatma Gandhi and Swami Vivekanand, Sardar Patel to spread their messages.
- Celebration of independence day and Republic Day.
- Celebration of Environment day, Yoga Day, Teachers Day, Hindi Day, etc.
- To conserve the environment, we cultivate and nurture ANANDIVAN.
- The Community Science Centre and Science Society play an important role to popularize and promote scientific temper in community

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

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

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

00

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

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

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

63

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

200

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

3.5 - Collaboration

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

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

23

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

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

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

11

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

- The college has 49 acres of land. Administrative building, Arts building, Science building, Commerce building, Central library building and Hostel building, Principal Bungalow, Staff quarters, Hostel, Canteen, etc. Total 6793.15 Sq. Mt. built up area.
- The college is well equipped with the following teaching-learning facilities.
 - Well-equipped staff rooms with computer, printer and internet facility.
 - Wi-Fi Campus
 - Two well-equipped seminar halls.
 - 200 seating capacity with AV Aids.
 - 500 seating capacity with Audio-Visual Aids.
- Digital Education and Learning Laboratory (DELL) with 25 computers in LAN with Wi-Fi and Globarina software.
- Central Computer Laboratory with 55 computers with LAN and internet facility, Interactive board, Touch screen LCD projector.
- Mathematics Computer Lab has 31 computers with LAN and internet facility, Inter-active board, LCD projector, Matlab software, etc.
- Chemistry Research Lab with sophisticated equipment.
- Well-equipped nine Science laboratories and Biology Museum.
- Botanical garden name 'Anandi Van': In 25 acres land, we have about 300 plant species. For irrigation, the institute established one tube well.
- 2.25 km long Compound wall.
- Total 40 Class rooms with wi-fi and out of which most of the rooms have LCD projectors.

- NAMO Wi-Fi and GTPL Inrernet.
- NCC office, NSS office, Girls rooms.
- CCTV surveillance.

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

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

SPORTS AND YOGA FACILITIES:

The institution has always tried to produce students who become part of the University and State level teams. The Sports Committee conducts intercollegiate tournaments and Annual Sports Day every year. Necessary playgrounds, equipment, kits and sportswear are all provided with. The college has indoor and outdoor gymnasium. The College participated in almost all university-level sports competitions and performed well. Many students got selection for all-India inter-university competitions.

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

CULTURAL FACILITIES:

The college has two seminar hall to organize Cultural activities. The Saptdhara and Cultural Committee focus on polishing the skills of students. The college has one open-air multipurpose Stage and two halls which are used for organizing the major cultural events of the college. The college takes part in the University Youth Festival. We provide training for the students to participate in the youth festival, along with necessary costumes and props for the group events. The institution organizes Annual Day and Traditional Dress Day. The college facilitated the students who have performed well.

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

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

43

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://drive.google.com/file/d/1uB_nvaKhVi8ynJI8vEwbxUnm94fOb8N8/view?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

27.34153

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 College has a library committee to take care of the

issues related to the Central Library.

- The Library Committee plays an important role in deciding the infrastructural requirements of the library. The details of the library are as follows:
 - Total area of library: 527.62 Sq. Mts.
 - Total seating capacity: Common Space-50 for Girls-20, for staff-10
 - Working hours: 10-30 am to 5-00 pm
- The College has a good collection of about 55,000 books. A good number of books and journals are added every year. The General Library subscribes 90 Periodicals, Magazines and Research Journals and 11 Newspapers. The Library has online access to INFLIBNET e-Resources which provides more than 6,000 online Journals and 31,35,000 e-books.
- The college is a member of INFLIBNET N-List consortia for many years and provides access to thousands of e-resources.
- Details of ICT and Other Tools Deployed to Provide Maximum Access to the Library ILMS software:
 - Soul 2.0 Software OPAC (on the public Access catalogue): Yes
 - Total number of computers for public access: 04, Printer: 01, Barcode Scanner: 01, Photocopier: 01
 - Internet: 10 Mbps
 - NAMO Wi-Fi: 100 Mbps
- The facility of Poor Boys Library

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://pilvaicollege.org/resources-2/#1559037445623-a29e4fce-d6f4

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	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1.21869

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

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

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

07

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

The College has successfully oriented the campus and office activities towards integrating IT into everyday activities.

The Administrative office is fully automized and facilitated with software like Office Management software, Online Scholarship

Management Software, Feedback Management Software, Online Examination Software, Online Admission & Fee Management Software, The college has also facilitated with software like WINEHOME 10 SNGL OLP NL, WIN PRO 10 SNGL OLP and MICROSOFT OFFICE PRO 2016 SNGL OLP NL for office and library use. The CYBERROM 10 ING FIREWALL software for internet security and distribution management is also purchased.

- Central Computer Laboratory has a server, 54 computers with Internet Facility.
- Mathematics Computer Laboratory has a server, 30 computers in LAN, MATLAB software and Internet Facility.
- Digital Educational Learning Laboratory (DELL) with 25 computers, LAN, internet and spoken English software (GLOBARINA).
- Central library has SOUL 2.0 and INFLIBNET N-list facility to access e-resources
- CAMPUS Wi-Fi SYSTEMS and INTRANET FACILITY.
- Informative Dynamic Website.
- NAMO WiFi.
- Career Guidance Center with printer, photocopier facilities.
- Research Laboratory of chemistry is facilitated with four (04) computers, printers, internet and subjective/instrumental software facilities.
- Thirteen (17) Audio Visual Class Rooms/Smart Class.
- Well-equipped Examination Room with computers, photocopiers, printer, ADF scanner, internet, OMR Reader software.

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

4.3.2 - Number of Computers

148

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS
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File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

17.34397

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

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

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

- The maintenance of various buildings is achieved through periodic monitoring by the building committee and devising suitable proposal.**
- Annual Stock verification**

- Sufficient staff is appointed.
- A computer instructor appointed by Management maintains Major ICT instruments.
- The regular electrician decided by Management solved electricity related problems.
- AC and Water Coolers are regularly serviced.
- Plumbing maintenance and repair, including water supply and tubewell, is done whenever it required by professional Plumber.
- Mechanical equipment and lab equipment are repaired periodically.
- Adequate protective measures like UPS, antivirus, firewalls, CCTV cameras.
- The water tanks are cleaned regularly.
- Equipment are repaired periodically
- The SOP for highly sophisticated equipment established and followed regularly.
- The wastage from laboratories converted into clean water by Treatment Plant.
- Maintenance and digitizing of rare books, back volumes, manuscripts and reports with special care.
- Physical Director and Sports Committee monitor the maintenance of Sports Facilities.
- Regular maintenance of sports equipment.
- The equipment in Indoor and Outdoor Gymnasium are regularly serviced and purchase new ones whenever required.

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 benefited by scholarships and free ships provided by the Government during the year

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

1307

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 benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

84

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

200

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

200

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

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

19

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

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

5.2.2.1 - Number of outgoing student progression to higher education

218

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

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

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

00

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

5.3 - Student Participation and Activities

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

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

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at 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)

The Pilvai College Vartul is an active Students' Council established in 2003. A number of varied activities take place under the title of the Pilvai College Vartul, i.e. seminars, workshops, debate, elocution competition, poem reciting, shloka chanting, quiz, Add-on Courses etc.

The HOD of each This Vartul works as a bridge between the institution and students and ensures a smooth and timely dissemination of information and solution of some problems. It also facilitates various activities in the classrooms and college campus.

The College has a policy for the dynamic participation of the students in the various academic, cultural and administrative bodies/committees. This prepares the students for leadership roles, organizing events teamwork, execution skills. The student representatives in various college committees like IQAC, Saptdhara, Science Society, Cultural Committee, NSS, NCC, Career Guidance Centre, etc.

Every year, college follows unique designed process and announces

Best Boys - Best Girls. Each department nominates one-boy and one-girl representatives based on their merit, active participation in NSS, NCC and Cultural activities. The interview committee decided the Best Boy - Best Girl for arts, science and commerce stream after the oral interview of these candidates. They help in organizing various academic, cultural and extension activities.

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

12

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

5.4 - Alumni Engagement

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

- This institute is very lucky that about 50% of members of the Managerial Body and Executive Body are alumni of this Institution. Our alumni are academicians as VC, Principals, Teachers from Colleges and Schools all over Gujarat.
- Legendary Politicians like Anandiben Patel (Hon. Governor of MP, Ex. CM, Gujarat), Ramanbhai Patel (Ex.MLA), Dr C.J.Chavada (MLA) and Shri Kantibhai Patel (Ex. MLA) are

alumni of this institution. .

- Pilvai College Vartul- Alumni association
 - The College has established unregistered active Alumni association under the patronage of "Pilvai College Vartul". Thousands of alumni are members of the Alumni Association.
 - The annual alumni gathering normally takes place on Annual Day every year. The feedbacks of alumni are also taken through the website online.
 - The association proposes to do the following activities
 - To honour the alumni who have secured a prominent position.
 - Suggestions for improvement and development of the college.
 - To be helpful in the placement of students.
 - Helping in expert's lectures, placement, financial support and help in grievance redressal.
 - To elect President, Vice-President, Secretary and executive members of the Alumni Association every year.
 - Involve in academic and holistic development of the college, including financial assistance.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs
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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

College was started by Management in 1960 by donors truly devoted to the aim of education with a view to imparting higher education to brilliant but socially backward and economically poor students belonging to the rural area. This college is only one tri-faculty college of the University. Ever since its establishment, the institution is benefited with sighted Managing Authorities and enthusiastic Principals.

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

To fulfil the Vision-Mission, the Institute has been promoting quality education to students from the rural area having diverse backgrounds and abilities are admitted. The requirements to enrich the knowledge of teachers and students made available here. The college encourages teachers for research activities and various training seminars/workshops. In addition to regular education, teachers are also doing innovative experiments in the teaching-learning process. For arousing versatile personality of students, co-curricular and extracurricular activities are duly carried out. Huge physical and academic infrastructure and eco-friendly academic atmosphere are the peculiarities of this institution.

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

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

- The Governing authorities of Mandal take the lead in the governance and management of the institution. The Managerial Body and Executive committee of the management along with the Principal support day to day functioning of the Institution administration.
- Authority and executive members of Management are always available to guide us for the overall development of the Institute. They encourage and sanction funds to utilize the funds for different developmental activities of the college.

- The college practices decentralization and participative management by constituting Institution level committees and assigning work to different committee members. The official notice is issued along with the guidelines defining the roles and responsibilities of the committees.
- Policies and plans are constituted, monitored and evaluated by IQAC.
- The Principal, Vice Principal, Faculty In-charges, HODs, Administrative Coordinator and the various committees implement the plans and policies together.
- The committees prepare action plans and submit to the principal for approval. The committees carry out the activities and at the end of the academic year, the conveners submit the reports to the Principal.
- The students' representatives are also nominated to carry out the co-curricular and extracurricular activities.
- Feedbacks of stakeholders are considered for the improvement of the plans and policies.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC was constituted in 2007. The IQAC in consultation with the Principal heads of various departments and as per requirements of NAAC plans and deploys various policies that improve the quality in the institution.

- Regular meetings of the Managerial body and IQAC
- The online feedback system
- IQAC Academic Audit.
- The Principal of the institute is a liaison between the students and the Management. Infrastructure requirements for the institute are conveyed to the management and the Principal sees to it that they are fulfilled.
- Policies and plans are constituted, monitored and evaluated by IQAC.
- The Principal, Vice Principal, Faculty In-charges, HODs and the various committees implement the plans and policies

together.

- The official notice is issued along with the guidelines defining the roles and responsibilities of the committees.
- The committees prepare action plans and submit to the principal for approval. The committees carry out the activities and the conveners submit the reports.
- The students' representative is also encouraged and nominated to handle the co-curricular and extracurricular activities.
- Physical Director, Librarian, Rector, Programme officer of NSS, Officer of NCC and conveners of different committees are also independent to perform their duties.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- Managerial Committee of Uttar-Purva Gujarat Uchcha Kelavani Mandal, PILVAI consist a President, a Vice-president, four Secretaries and other 31 members including the Principal. Other important bodies of the management are the Executive committee and the Academic Council.
- Management also appointed Vice-principal, Administrative Coordinator and three Faculty I/Cs for strengthening administrative and academic activities.
- HOD of each department leads the academic and administrative work of the concerned department. The HoDs are given total academic freedom by the Management.
- Principal, constitutes different committees for the smooth functioning of Administrative, Academic, Extracurricular and Research activities.
- Recruitment of the teacher is as per the norms of the UGC, State Government and the affiliated University. The institution follows UGC and Government norms. GPF, Casual Leave, Earned Leave, Medical Leave, Maternity leave, etc., have benefited the teaching and non-teaching faculty.
- Each and every staff as and when eligible for a promotion by acquiring required qualification and score as stipulated

by the API of UGC norms, the College management follows the procedures as early as possible for his / her promotion.

- Grievance Redressal Committee heading by the Principal. This committee discusses the matter with the Principal to solve the problem. The institute has well-defined grievance redressal procedure.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare scheme for Employee:

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

- Group insurance scheme.
- Leave Rules as per Government for staff like vacation leave, Casual Leave, Earned Leave, Medical Leave, Duty Leave, Maternity and Paternity Leave.

- GPF and EPF [Employee Provident Fund] staff.
- Accommodation facility for Teaching and non-teaching in staff quarters.
- The class III & IV employees get the facility of Bonus once a year for the festival.
- The class IV employees get the benefit of uniform.
- There is a Registered Co-Operative Credit Society on the Campus, directed and managed by the staff. This credit society provides various services like deposit and loan to its shareholders up to a limit.
- Gratuities, Pension and all other such Government welfare schemes.
- First Aid Facility on the campus
- Additional Facility of the Central Library, computer and laboratory are provided to teachers conducting research.
- Grievance Redressal Cell.
- Medical reimbursement Scheme
- Sexual Harassment Policy: A Women's grievance redressal cell for addressing complaints regarding sexual harassment
- Parking Facility
- Free Wi-Fi facility throughout the college.
- Leave Travel Concession
- Accidental Death Policy Insurance Scheme for all staff members as well as all the students on the campus

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

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

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

05

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

02

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	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

10

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The college has an effective performance appraisal system for both teaching and non-teaching staff.

PERFORMANCE APPRAISAL: TEACHING STAFF

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

Self-Appraisal

It is a mandatory process for every teacher to have the self-appraisal form. The self-furnished appraisal form transfers to the IQAC through HOD.

By Students

The students give feedback about their teachers on website and Android App. The IQAC and the Principal analyze the analysis report generated. The analysis report is shown to the teacher and the Principal give suggestions for improvement and takes actions if required.

By Authorities:

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

PERFORMANCE APPRAISAL: NON-TEACHING STAFF

- It is mandatory for non-teaching staff to have the self-appraisal form.
- Performance is also assessed through feedback from students, alumni and parents.
- Principal and Administrative Coordinator continuously monitor and evaluate the daily work of nonteaching staff.
- Principal, based on all analysis, give suggestions to non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

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

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

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

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

00

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

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

Mobilization of funds:

The sources of fund for the Institute are

- Grant from State government
- Grant from UGC.
- Fees from aided courses
- Donations
- From the Management
- Pilvai College Vartul

Utilization Policy:

The utilization policy is transparent. The Managerial body and IQAC of the college from time to time according to the need of the college decide the policy and procedure for resource mobilization. The Purchase Committee decides the policy and procedure for purchasing any item. Each item is purchased by comparing a minimum of three quotations received from different

vendors. The comparative statement of quotations placed before the Purchase Committee.

Collection of tuition fees, purchases of materials, books, stationeries, equipment and its maintenance, payment of bills are through centralized accounts department. All purchases are done through tender system.

- All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheques. Only authorized persons by management can operate the transaction through the bank. Internal Chartered Accountant conducts a financial audit twice in every financial year to verify the compliance.
- The State Government periodically does the external audit. The grant of State Government is finalized only after the audit.

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

6.5 - Internal Quality Assurance System

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

Contribution of IQAC to Institutionalize Quality Assurance Strategies and Processes:

- Development and Application of Quality parameters

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

- Creating a Learner-Centric Environment

The IQAC undoubtedly took the lead in transforming the learning atmosphere in the campus.

- Feedback Response System

Every year, under the initiative of the IQAC, the feedbacks on the academic and administrative processes and facilities are taken online from the stakeholders.

- Enhancement in Curricular, Co-curricular and Extension Activities

IQAC organizes workshops, seminars, exhibition, competitions to emphasize for increases the involvement of students in Curricular, Co-curricular and Extension Activities

- Documentation

Each faculty and department is asked to maintain a record of their academic activities. All the documents are collected by the IQAC for making Annual Report. College.

- Implementation of Best Practices

IQAC is also the nodal agency for coordinating and implementing the best practices of the institution.

- Development of Quality Culture in the Institution.

The IQAC conducts various programmes and provides guidelines for the Committee/body/ department regarding the organizing of events.

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

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

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

of the IQAC initiated review processes below two case illustrations are presented.

I. Institutional reviews facilitated by the IQAC:

- Feedback on Teachers' Performance
- Annual Academic and Administrative Audit

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

The IQAC in its annual Plan of Action makes several recommendations aimed at bringing about general improvements. This includes plans to reform teaching, learning and evaluation. The IQAC has recommended several steps to enhance the effectiveness of the teachinglearning process through its Plan of Action. The institution enhanced student's centric methods to make teaching interesting. The academic infrastructures developed include new Central Computer Lab; new ICT enabled Smart Class Rooms, Upgradation of Seminar Hall, Wi-Fi Campus, new Laboratory Equipment, Additional Books and Journals, organizing guest lectures, seminars/conferences.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://pilvaicollege.org/wp-content/uploads/2023/05/IQAC-Minits-2021-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

PROMOTION OF GENDER EQUITY

- Gender equity is promoted by the organization through various programs like seminars, workshops etc. on Gender Equity were organized.

SAFETY AND SECURITY:

- A 2.25km long compound wall. 24 hours of security persons.
- Compulsory ID card helps to keep a check on the entry/presence of unscrupulous elements.
- The campus is under CCTV surveillance.
- Anti-ragging Cell
- Grievance Redressal Cell and Women Development Cell

COUNSELLING

- Regular teachers of the college are appointed as mentors for counselling of students. Each mentor is allotted a group of 50-60 students. To help Mentor, two senior students per group also play the role of an assistant mentor. T
- he institute displays and communicates students the list of Counseling Groups (including Mentor, Senior Students and allotted students) at the beginning of the academic year.
- Mentors are helpful in students' academic, administrative and personal social problems. They are counselling students

from time to time. They also use their expertise to help and guide the students in their regular study and improve their performance.

COMMON ROOM

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

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1xnRp6NYs5dzKTJOAsaSO0T-Pzp8PGaH/view?usp=share_link

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

B. Any 3 of the above

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

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

SOLID WASTE MANAGEMENT:

- Each classroom/staffroom/office/library is provided with dustbin, which is regularly emptied. Most of all the solid waste is biodegradable and in the form of leaf and papers which thrown into the dug pit and converted into natural fertilizer by providing a suitable environment.
- The institution follows 'Green Protocol' while conducting

seminars and other events.

- Students and faculty are encouraged to use steel lunch boxes.
- Used papers and newspapers are sold for recycling.
- The college canteen strictly sees that any kind of non-biodegradable materials is not used for its functioning.

LIQUID WASTE MANAGEMENT

- **Wastewater Treatment Plant:** The wastewater from chemistry laboratories causes heavy damage to the soil and ecosystem in the long run. The wastewater is cleaned by a small self-made treatment plant by the chemistry department. The treated water was used for irrigation purposes.

E-WASTE MANAGEMENT

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

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

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

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

A. Any 4 or All of the above

greening the campus are as follows:

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	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

A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities

C. Any 2 of the above

(Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

- The Institution always takes initiatives for providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.
- Staff and Students of all religions and castes are treated equally in the institute.
- Festivals of all religions and castes are enthusiastically celebrated in the organization.
- The cultural activities of the institute also include regional and religious dances of different states.
- Expert Lectures on tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, etc., are organized regularly.
- Various activities have been done under RUSA 1.0 grant under the Equal Opportunity Center established in the organization.

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

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

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/107d9hp900JIWLWLjZpxeIddYgNhSJ17d/view?usp=share_link
Any other relevant information	https://pilvaicollege.org/best-practices/#1622260584805-c9dc2762-3633

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

A. All of the above

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

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

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

- Gandhi Jayanti
- International Yoga Day: College organizes celebration of Yoga Day (21st June) every year. The college organizes Yoga Training classes for the students and staff for a week preceding the Yoga Day.
- Teachers Day (5th September) is celebrated on a grand scale in the college. The students pay tribute to great teachers by performing the work of teachers for a day. The students handle all the positions of the college.
- Hindi Diwas: Hindi Department leads the celebration of Hindi Diwas on 14th September every year. They conduct various activities for students.
- National Unity Day is celebrated by Staff and students taking the Unity Pledge on this occasion.
- World AIDS Day (1st December): The NSS Unit organizes an awareness rally on World AIDS Day through play-cards and chanting of slogans.
- National Youth Day (12th January) is celebrated on the birthday of Swami Vivekananda.
- Independence and Republic Day - flag hoisting ceremony, oath-taking, and motivation talks.
- National Science Day Celebration: Seminars and exhibitions held every year.
- International Literacy Day, National Blood Donation Day, World Health Day by incorporating NSS & NCC

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.

Following two Best Practices have been implemented Successfully During Year-2021-22.

BEST PRACTICE - 1

TITLE: MOVING TOWARDS QUALITY EDUCATION... A humble endeavor

BEST PRACTICE - 2

TITLE: ONLINE FIGHT AGAINST PANDEMIC... A successful experiment

File Description	Documents
Best practices in the Institutional website	https://drive.google.com/file/d/1joLap9L6mno36K1MivYGtcDBSRwQilWi/view?usp=share_link
Any other relevant information	https://pilvaicollege.org/best-practices/

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

USE OF SCIENCE AND TECHNOLOGY

The institution has always preferred the use of science, technology and scientific approaches in its educational, administrative and other activities. The performance of college

in this area is more distinctive than other colleges

EDUCATION:

- About 1200 academic videos were uploaded on YouTube channel
- Available academic ICT tools such as projectors, interactive boards, computers, laptops, audio systems etc.
- The NME-ICT scheme and the NAMO Wi-Fi provided. Wi-Fi Campus with 13 routers.
- Android App and INTRANET facilities, Online Quiz of 15 Subjects
- Enriched Research Labs
- Started three new programs MSc (Inorganic Chemistry & Physical Chemistry), MA (Economics & Gujarati)
- Using PPT through the use of ICT in educational work

ADMINISTRATION:

- Online Admission.
- Dynamic Website
- Office Management Software
- Facebook Page
- Bulk message system.
- The College has an Android App.
- Cyberoam software.
- Soul 2.0 software.

AS SOCIAL RESPONSIBILITY:

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

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

7.3.2 - Plan of action for the next academic year

FUTURE PLAN FOR NEXT YEAR : (YEAR 2022-23)

- To introduce some short term Add-on/Certificate Courses.
- To organize finishing School Programme of Government
- To maintain Botanical garden.
- Upgrade institutional website.
- To made placement more efficient.
- To start academy for competitive examination.
- To encourage student to participate in NSS/NCC/Culture/Sport activities.
- Motivate students and staff to do research activity.
- To arrange workshop for newly appointed teaching staff.
- Celebrating various days.
- To initiate various awareness programmes.
- To arrange lecture series local and University level.
- Organize various student and faculty development programmes.
- To organize various co-curricular and extracurricular activities for students.
- To motivate PG student regarding NET/SLET examination.
- Enrich library by adding new reference books/ journal/periodicals /E resources.
- To reform examination pattern.
- To extent the work and activities of IQAC like skill development.