YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Tolani Commerce College
• Name of the Head of the institution	Dr. Manish Pandya,
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	09426999192
• Mobile no	09426999192
• Registered e-mail	tcctolani@gmail.com
• Alternate e-mail	mpandya244@gmail.com
• Address	Nr. Post Office,
• City/Town	Adipur - Kachchh
• State/UT	Gujarat
• Pin Code	370205
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Krantiguru Shyamji Krishna Verma KachchhUniversity, Bhuj**
• Name of the IQAC Coordinator	**Dr. Kalpesh Machhar**
• Phone No.	**9408106567**
• Alternate phone No.	**9426999192**
• Mobile	**9974368017**
• IQAC e-mail address	**tcctolani@gmail.com**
• Alternate Email address	**mpandya244@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.tcc.ac.in
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://tcc.ac.in/#

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.27**	**2008**	**04/02/2008**	**03/02/2013**
Cycle 2	**B**	**2.80**	**2013**	**25/10/2013**	**24/10/2018**
Cycle 3	**B**	**2.29**	**2018**	**02/11/2018**	**01/11/2023**

6.Date of Establishment of IQAC	**17/08/2007**

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
Tolani Commerce College	Finishing School	Government of Gujarat	2022-23	300000
Tolani Commerce College	NSS	Central Government & State Government	2022-23	25000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Planning for skill development center at College

One more regular contractual teacher for 11 months for M.Com center

Donation for Water cooler from an alumni for college students

Establishment of Innovation club with the financial help of the government

Planning for purchasing 10 more projectors for class rooms to enable

more ICT based class rooms

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
Recruitment of contractual teachers on regular basis for 11 months from institutional funds to meet the students' requirement of teaching and learning	The management approved the proposal and 6 teachers were appointed with university recognition.
Appointment of computer programmer for computer lab on institutional funds for 11 months on regular basis	The management agreed to the recruitment and one computer prograamer appointed for the computer lab on the regular basis
Planning for innovation club and incubation center	THe center was established for the students in the college.
Institutional Development plan for RUSA - 3	Successfully submitted to the government of Gujarat
Purchase of 100 new ceiling fans for class room from college funds	The finance committee approved the budget and fans were purchased and installed

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Gandhidham Collegiate Board	23/06/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	Nil

15. Multidisciplinary / interdisciplinary

Tolani Commerce College provides a holistic multidisciplinary curriculum with the goal of providing students with an overall knowledge of allied fields in addition to their primary studies.

Accounting and commerce are required courses at the Institute. In each B.Com Course's six semesters, disciplines such as Financial Accounts, Business Accounts, Business Management, Business Administration, Micro Economics English, Business English, and Environmental Science are taught.

A credit-based course on environmental education is included in the curriculum. Students participate in community engagement and social service projects each semester through NCC and NSS. For example, distribution of necessary accessories to orphanages and old age homes, blood donation camps, teaching women on health and cleanliness, and so on. The completion of the projects is recognised with two additional marks to internal marks. According to the current curricular structure, B.COM. Students begin in the first year and finish the course at the end of the third year.

TCC Innovation Club is a research cell at the institute where B.Com and M.Com students can conduct research. Students participate in research and innovation under the guidance of faculty members.

Every year, the Institute organises a number of interdisciplinary conferences to promote the mixing of different disciplines, resulting in the interchange of research ideas and expertise on overlapping fields. International Conference on Interdisciplinary Research in Commerce, Economics, and Intellectual Property Rights is one of the conferences.

16.Academic bank of credits (ABC):

The college started a Memorandum of Understanding with the USA bassed institution for the commerce students to encourage the internationalisation of teaching and learning. For the benefit of the students, the institution has also signed an MOU with a reputable national institution. The college also intends to provide collaborative degree programmes with other state universities, such as Gujarat Technological University, Ahmedabad and KSKV Kachchh University.

 As an associated college, TCC constantly works to update the curriculum across a wide range of courses with the help of its BOS members in order to prepare students for employment in line with demands from business and higher education institutions. For courses

like Import and Export Management that falls under Career Oriented Courses (COC) recognised by the UGC, faculties also have the authority to create the syllabus within the prescribed framework and get it approved by the appropriate authorities. TCC has modified pedagogy by developing its own ICT learning platform. In addition, using ICT in place of the traditional chalk and board approach or PowerPoint presentation has improved teaching and learning even more.

For each B.Com course, the Institute offers a variety of elective papers, and students are free to select the subjects that best suit their needs. This is the Institute's first step towards achieving its larger objective of putting the Academic bank of credits in place.

17.Skill development:

The institution's attempts to build skills are consistent with those of the National Skill Development Corporation, as seen by its curricular enrichment, electives, add-on courses, etc.

In order to promote vocational education, the Institute regularly puts on a variety of model-making competitions and exhibitions (such as the Smart Maker Festival), workshops, and live projects for the students. During mentoring sessions, outside professionals instruct the pupils on the same.

The programme for developing soft skills is an essential component of every student's education. Aside from E-Taxation, which is taught to students as a foundational subject, the Institute has also held numerous conferences and talks, in which a sizable number of students participate annually.

A few courses, such as SCOPE - A Cambridge University English Language Test for second semester students and E - Taxation part 1 and 2 for third and fourth semester students, are declared mandatory and must be completed by all students in order to pass the exam. Everyone must take a values and ethics course in order to instill ethical principles. To instill the complete human values required for an individual's overall character development, many social programmes are organised by the institution in partnership with various charitable organisations and NSS activities. To help all pupils acquire the values necessary to live a calm existence, yoga and sports classes are organised.

All students can attend Executive Alumni lecture series that are

monthly organised by the Alumni Association. The Institute and a US-based college have inked a MoU to provide all students with a comprehensive education in business and management in light of the NEP-2020.

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

The Indian Knowledge System is an integral part of the college system as it is indicated in the college logo "???? ?? ??????????? (Tamaso ma Jyotir Gamay)"

For all of its courses, the institution provides three additional languages as answer choices on the college exam as well as the university exam: Gujarati, Hindi, and English. Since its beginning, the college has mostly been a hindi-medium institution that provides all three languages to all students. Sindhis, who fled the Punjab province of Sindh during partition and arrived in India with nothing, make up the bulk of the population. Since it is a college for linguistic minorities, it is highly known for its promotion of Sindhi. The college has always made an effort to encourage Indian culture by giving students several opportunity to exhibit their expertise with our Indian knowledge systems and by encouraging traditional arts, or Lok Vidya. One of them is the university's annual youth festival. The college has already hosted this youth festival three times, and each time it has actively promoted Indian culture. Online courses in Indian languages, particularly Sindhi and Gujarati, can be started at our recently created vocational school. The institution offers university-level certificate and diploma programmes in spoken Sanskrit and astrology science to all of its students.

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

Our university made pains to clearly state what each course's objectives were when establishing the new syllabus for the bachelor's and master's degrees in commerce. The theory behind the approach is that while the traditional educational model focuses on teachers' inputs and assumes that learning has taken place, OBE focuses on "what the students are capable of doing." The objectives that must be fulfilled are evident, and the objectives' (or outcomes') final result is predetermined. OBE goes above and above the regular "structured duties." In order to demonstrate their talents through increasingly challenging exercises and higher order thinking, it calls on students to actively engage in the learning process.

In both undergraduate and postgraduate programmes, outcomes (POs) relate to the characteristics, talents, skills, and understandings that students should develop as a result of their involvement in the institution's academic plan of study. The information and abilities that students must have before they can graduate from the institution are outlined in POs. The college has clearly stated its course outcomes on its website and given the links to university syllabus to define outcome based education.

According to the levels of Bloom's taxonomy, Course Outcomes (CO) are the quantitative criteria used to evaluate each student's achievement in each course they take each semester. Throughout the programme, students are evaluated using mid-semester and end-of-semester exams, tutorials, assignments, project work, laboratories, presentations, employer/alumni feedback, and other techniques.

20.Distance education/online education:

Students can choose between open and distance learning courses with ease thanks to two distance learning university centres, namely Dr. Baba Saheb Ambedkar Open University (BAOU) and Indira Gandhi National University, New Delhi. Around 1800 and 800 students, respectively, have signed up for the various courses at the college centre for the academic years 2022-2023.

The institution (BAOU) has long had study centres for both the Dr. Baba Saheb Ambedkar Open University and the Indira Gandhi National Open University (IGNOU). The study centres at the institution have been running smoothly for the last 20 years. We have affiliations with more than 350 different certificate, diploma, and degree programmes for the people of the Kutch, specifically for our students. Students can contact the coordinators at any time with inquiries concerning the course. Because both distance learning programmes' admissions processes are entirely online, students don't need to fly anywhere. The IGNOU study centre has 250 students, and the BAOU online learning facilities have 2200 students. Throughout the pandemic, the college has offered all of its courses online. Therefore, we are prepared for the online classes. A "School of Vocational Studies" has been formed by the organisation, offering online courses in themes like computers, Tally, GST, and other subjects. Additionally, the college offers a single, skill-based course called "E-Taxation" to students in their third and fourth semesters to teach them the fundamentals of online taxation. All of this will surely make it possible for the students at our college to meet NEP-2020 requirements.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**72**

File Description	Documents
Data Template	<u>View File</u>

2.Student	
2.1 Number of students during the year	**2986**

File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

| 2.2

 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **1747** |

File Description	Documents
Data Template	<u>View File</u>

| 2.3

 Number of outgoing/ final year students during the year | **946** |

File Description	Documents
Data Template	<u>View File</u>

3.Academic	
3.1 Number of full time teachers during the year	**20**

File Description	Documents
Data Template	<u>View File</u>

| 3.2 | **20** |

Number of sanctioned posts during the year	

File Description	Documents
Data Template	

4.Institution

4.1 Total number of Classrooms and Seminar halls	**21**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**23.92**
4.3 Total number of computers on campus for academic purposes	**104**

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

Since Tolani Commerce College is a Kachchh University affiliate, it adheres to the parent institution's curriculum. Our college works to innovate curriculum design within these well-established academic structures and implements efficient curriculum delivery to give its students a complete education. The following is an example of our creative course design. The annual university academic schedules, college academic plans, timetables, and lesson plans all contribute to streamline the academic process. Additionally, we provide bridging courses for students who are falling behind in a particular subject as well as orientation programmes that inform first-year students about the faculty and instructors.

The TCC faculty actively participates in faculty development programmes and updates their knowledge on a regular basis. They participate in curriculum reviews, assessments, and evaluations as members of several University committees including BOS and other academic bodies. Our curricular planning, execution, and intellectual instruction are all perfectly complemented by ICT.

At TCC, an excellent tutorial and mentor ward system supports the

goal of effective curriculum execution. Through the mentor-mentee system, in which each student is allocated a faculty mentor for academic and extracurricular advice, the institution also supports an amalgamation of the academic and mental health of our students. Through interactions and meetings provided by teachers with students as well as their parents, the academic and other challenges faced by kids are appropriately addressed. Our university employs an empathic strategy to help students understand how gender-based injustices, a disregard for environmental issues, and a lack of ethics impede personal development.

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

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

The student groups on Telegram are well informed about the academic calendar. It contains information about the start of classes, entrance deadlines, seminars, workshops, field trips, practical exams, Continuous Internal Evaluation (CIE), and university exams.

Internal Process of Continuous Evaluation:

1. Announcing the CIE's general structural schedule: Prior to each semester, there are two internal assessments for each topic, as well as a retest, to provide absent students a fair shot.

For CIE, the following changes have been made:

1. Timetable: Despite being mentioned in the academic calendar, the schedule for internal exams is provided to the students well in advance.

2. Curriculum: One week before to the internal examination, the subject instructor informs the class of the curriculum and posts a copy of it on the department notice boards.

3. Question paper creation: Subject faculty creates the questions while taking into account the unitized syllabi, programmed outcomes

(POs) and course outcomes (COs).

4. IA marks are communicated: Internal marks are published in a Telegram group. Within one week following the presentation of the IA results, the students are given the opportunity to present any complaints they may have to the committee.

5. Parent-teacher conferences: Parent-teacher conferences are held following each internal assessment exam to evaluate student performance feedback.

6. Submitting IA marks to the university: IA scores are entered for each topic on the consolidated IA marks sheet, which is then uploaded to the university site.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	nil

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

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

2

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)

2

File Description	Documents
Any additional information	View File
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

76

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

All first-year undergraduate students must take Environmental Studies, a course that focuses on the environment and sustainability. Through a variety of activities and initiatives run by NSS and NCC, the institution makes an effort to instill ideals pertaining to the environment and sustainability. Tree planting, lectures by subject-matter experts, the Swaccha Bharat Abhiyan, and street plays about environmental issues were all conducted by NSS and NCC Units. The Eco Club participates in educational campaigns about e-waste management, renewable energy sources, and protecting the environment.

Women's Equality

Chapters in several courses talked about gender equity and sensitivity issues. Additionally, our institute hosts a number of invited presentations as well as special programmes on gender equality and awareness. There have been programmes on women's safety, maternal and child health, women's empowerment, and self-defense instruction for female pupils. CWDC is dealing with the complaints of sexual harassments

Human principles

The hospital often hosts events including blood donation camps and thalassemia screenings. NCC volunteers are assigned to participate in community events to help pupils understand their social responsibilities. The NSS unit is extremely active and frequently hosts social and cultural events.

Occupational Ethics

In the course material for certificate programmes and syllabi, ethical practises such truthful communication of information, accuracy, and objectivity are covered. According to the demands of business, the Career Guidance and Placement Cell regularly organised placement events, such as training, student development, aptitude testing, etc.

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

1

File Description	Documents
Any additional information	**No File Uploaded**
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	View File
Institutional Data in Prescribed Format	View File

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

143

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	**A. All of the above**

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://tcc.ac.in/wp-content/uploads/2023/08/1.4.2.pdf
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	nil

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

960

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

643

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 college uses mentoring and monitoring to measure the progress of slow learners. Some advanced students are asked to mentor less proficient pupils and assist them with notes and explanations alongside teachers. Counselling sessions are held, and if more instruction is needed, it is offered. Advanced students are urged to effectively study the syllabus's topics. Members of Committees are chosen from among deserving students. Communication and interview skills are taught through the Training and Placement Cell. Programmes like Functional English Use, Personality Development, and English Proficiency are designed to increase students' employability. At the start of the programme, the institution evaluates the students' learning levels in two different ways. Based on the level of grades received, students enrolling in the department are classified as slow and advanced learners. This makes it easier to spot the slow learners and create tailored coaching or tutorial sessions to close the achievement gap between them and the more advanced students.

Teachers engage in the following activities with students:

Slow learners:

1. Individual councelling.
2. Corrective coaching
3. Addendum notes.
4. A discussion session in groups.
5. Internal review procedure.
6. Support for NSS, athletic, and academic endeavours.
7. Additional library visits.

Advanced Learners:

1. In-depth notes
2. Lectures and seminars
3. Participatory learning activities, such as Teachers Day and

Self-Discipline Day
4. **Experiential learning opportunities, such as an industrial tour projects**
5. **Evaluations**
6. **Discussions in groups, etc.**

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

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

Number of Students	Number of Teachers
1072	**22**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The faculty members use a variety of teaching-learning techniques, such as the interactive lecture method, project-based learning, computer-assisted learning, experiential learning, etc. PowerPoint presentations are used to teach lessons in order to make learning engaging.

The faculty members encourage student engagement in group discussions, role-plays, subject quizzes, news analysis, discussion, and questions and answers on current events to make learning interactive with the students. The college uses student-centered strategies to improve students' capacity for lifelong learning.

1. Experiential Learning: To aid students in their experiential learning, the College offers supplemental courses. To boost students' creativity and cognitive abilities, the department promotes the following experiential learning techniques.

2. Participatory Learning: Students engage in a variety of activities during this style of learning, including seminars, group

discussions, projects, wallpapers, and skill-based add-on courses. The employment of specialised technical or managerial abilities is encouraged among students in activities.

3. Techniques for solving problems: To do this, the department sponsors expert lectures on many subjects; students take part in various technical exams and other competitions.

To promote collaborative, problem-solving, and experiential learning, the institute offers cutting-edge student-centered techniques like workshops, seminars, reviews of online literature, activity-based learning, flipped classrooms, guest lectures, professional practise schools, Google Classroom, project-based learning, real-time case studies, worksheets, PPT, prototype models, crossword puzzles, research projects, poster presentations, and public speaking.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://tcc.ac.in/wp-content/uploads/2023/08/Carrer-Awareness-Program.pdf

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

To conduct instruction and give students an improved learning experience, TCC teachers employ online learning resources, social networking sites, and blended learning systems like Google Classroom.

The Instructional Media Centre produces and records modules on significant subjects that are prepared by teachers and made online accessible to students. In addition to helping students stay up with the modern digital and virtual world, the use of ICT by teachers in the classroom has assisted the college in developing a student-centric learning strategy.

It is possible to communicate, share information, provide material and a syllabus, hold exams, post assignments, create presentations, respond to questions, mentor, and use channels like YouTube, email, Telegram groups, Zoom, and Google classrooms.

For no additional cost, all students have access to the internet and Wi-Fi. For the purpose of enhancing and maximising students' learning, our website contains a web connection for E-content/study material of various courses and subjects.

Additionally, the library offers access to computers, online publications that are in the public domain and subscribed journals that have been recommended by academics, as well as download assistance. There is also a photocopying facility available.

The feedback on the Telegram groups and the students' attendance, internal assessment scores, and term end assessment scores must all be uploaded by each teacher. Additionally required to submit online input on the curriculum and teaching-learning environment for every course in every semester are the students, employers, parents, and alumni.

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

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

2.3.3.1 - Number of mentors

22

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

22

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

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

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

7

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

280

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

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

The college has a set procedure for internal examination. A student is required to take two internal exams per year, per the academic

schedule. At the start of the semester, the academic calendar is used to determine the internal examination timetable. The academic calendar requires teachers to complete unit tests, which may take the form of assignments, blackboard presentations, PowerPoint presentations, subject-specific quizzes, or other methods determined, by the subject teacher. The test results are shown in the classrooms, and each student is free to inquire about their performance. Their test copies are visible to them. Their scores can be quickly adjusted if there is any variation or discrepancy. In the classroom, some teachers, particularly those who teach statistics, analyse the answer and the process used to solve the problem. Additionally, when the answer sheets are distributed in the classrooms, one student's response book may be switched out for another student to observe. All internal exams are recorded by the concerned subject teacher. The university receives the results of internal exams, homework assignments, and class participation. Before sending, the pupils are shown the results. Students also perform presentations on the whiteboard or using PowerPoint. A student must submit his or her response in front of the class. This technique helps a pupil overcome his shyness and boost his self-confidence. This approach is excellent for helping students build their personalities. The copy of the student is stored in the internal-examination area after the pupils have seen the answer sheet.

File Description	Documents
Any additional information	[View File]()
Link for additional information	https://tcc.ac.in/pattern/

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

The college has a well-organized procedure for handling complaints about examination-related issues. In order to address an examination-related complaint, the student may speak with the teachers, examination committee, and principal.

A. Evaluation work is completed for the part I examinations at the college level. Any student may request revaluation by paying the necessary costs to the college if they believe the grades they received on a particular paper were unfair. A subject expert different than the previous assessor is appointed by the college. If there is a score change, the internal examination committee adjusts it. The internal examination committee itself handles any test-

related complaints or disputes. The suggestion box is available for students to freely express their displeasure with the internal examination process. By holding regular meetings with the internal inspection committee, the principal and faculty supervisor keep an eye on the overall process.

B. University exam-related complaints can be filed online. The university will provide photocopies of the answer sheets upon request from the students. Students who were dissatisfied with their exam results might request a revaluation or reassessment from the university. The college sends a photocopy of the internal mark sheet together with an application to the university to fix the error for students whose marks are not recorded or improperly entered as a result of an oversight in the mark list.

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.

All of the Institute's programmes have explicit programme education objectives, programme outcomes, and course outcomes that are communicated to instructors and students as well as posted on the college website.

Being an affiliated college, the university's Higher Education Policy System explicitly outlines the course's goals and objectives in terms of helping students become well-rounded individuals. For all programmes offered by the institution, these Aims and Objectives have served as the basis for defining the Programme results, programme specific outcomes, and course outcomes. When drafting POs, the College took into account factors such as academic excellence, research potential, the breadth of extension operations, human values, the creation of livelihoods, and current job market trends.

Three categories—academic values, social sensitivities, and moral and spiritual values—have been used to group the program-specific outcomes. The competences and performance indicators for each of the

program-specific outcomes are also developed by integrating various system stakeholders, which in turn led to the establishment of extensive course-level competencies and performance indicators. Also included is a programme assessment plan that outlines the various assessment types.

Programme outcomes are tailored to the particulars of each programme and are generated from the Programme Education Objectives.

During the required Orientation programmes, all new students are informed of the goals and anticipated results of their programme. Additionally, each course's complete syllabus, learning objectives, and assessment plan are shared with the students.

File Description	Documents
Upload any additional information	[View File](View%20File)
Paste link for Additional information	[NIL](NIL)
Upload COs for all Programmes (exemplars from Glossary)	[View File](View%20File)

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

The college has a system in place for determining how well students have mastered course objectives, programme objectives, and programme objectives.

Attainment of the course outcomes

The curriculum, its completion, continual evaluation (internal evaluation), the setup of the question paper, evaluation, and result are used to gauge the course's outcomes.

At the college level, professors work hard to finish the courses on schedule, and occasionally they hold extra classes for the students they perceive to be particularly slow. Additionally related with marks is attendance. Tests, quizzes, writing assignments, oral presentations, field activities, and other forms of continual evaluation are used. Every course's end-of-semester exam is a written test lasting 2.15 hours.

Attainment of program specific outcomes

A student's overall grade across all of their courses in a

particular programme is added to the average performance of all the students in that programme to determine the results specific to that programme.

Attainment of the program outcomes

The achievement of programme outcomes is assessed at the undergraduate levels based on students' advancement to higher education at any higher learning institution in India or overseas. The placement of students in organisations and institutions is another indicator of achievement.

The college can monitor its learning results with the use of the online student feedback system, which offers information about the course's applicability, accessibility of the course materials, importance in terms of employability, and other essential topics.

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

2.6.3 - Pass percentage of Students during the year

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

803

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://tcc.ac.in/wp-content/uploads/2023/08/ANNUAL-REPORT.xlsx

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://tcc.ac.in/wp-content/uploads/2023/08/2.7.1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

1

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

3

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
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

Through the development of suitable human resources, initiative in the creation and distribution of information, and establishment of infrastructure through government funds, the institute has established an ecosystem for Research and Innovation. The specifics are as follows:

1. Fostering Innovation: To foster innovation and entrepreneurial activities, the college established an Innovation & entrepreneurial Development Cell. The organisation follows the Gujarati government's regulations. Students are invited to participate in an annual project competition called a "hackathon" to showcase their creative functional project models and deliverables.

2. Incubation Cell: With assistance from the Gujarati government, the college has developed an incubator cell. The institution has started a number of initiatives, including training programmes, startup efforts, and pre-incubation support. Numerous Entrepreneurship Awareness Camp (EAC) programmes were organised by the cell.

3. Human Resources: To guide and mentor the young brains, the institute chooses vibrant and highly trained instructors. The government encourages faculty to take part in a variety of skill-development programmes.

4. Research infrastructure: To encourage teachers to create research projects and submit them to various funding bodies including UGC, ICSSR, and GUJCOST, the college maintains a research cell. Additionally, Research Cell promotes a research culture among students and professors. Dr. A. V. Bharthi, a member of our faculty,

has finished a significant ICSSR-sponsored research project.

5. Collaborations: To encourage the development of real-time projects for the students, the College has collaborated and signed MOUs with organisations and businesses.

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

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

1

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

3.3 - Research Publications and Awards

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

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

15

File Description	Documents
URL to the research page on HEI website	https://www.kskvku.ac.in/PHD.php
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

8

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

0

File Description	Documents
Any additional information	**No File Uploaded**
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

By taking part in efforts to promote the college-neighborhood-community network, the college has made a notable contribution to society and the environment. Students' involvement in class, commitment to volunteering, and overall growth as citizens are all given top priority. Students are involved in community development initiatives through the NSS unit and a group of dedicated faculty members. They educate the populace about filthy living conditions, malnutrition, and the most serious issue, open defecation. The people' lack of awareness of issues like sickness, squalor, and health is evident. Work is done by our NSS and NCC units to address these societal issues. Students learn about sanitization as a result of these exercises. The NSS/NCC unit concentrated on tree planting among the locals to address the issues of deforestation and

pollution.

Our NSS/NCC & ECO Club volunteers regularly engage in the AIDS/Corona awareness demonstrations organised by government organisations. They also provide village women expert speeches on HIV and female foeticide issues. Each year, the NSS unit collaborates with governmental and non-governmental organisations to organise camps for blood donation, health screenings, and hemoglobin testing. Additionally, doctors are invited to speak on topics pertaining to girls' concerns, nutrition, and health through CWDC. These student-led activities have a good effect on personal cleanliness and health awareness. Students develop their negotiating, communication, conflict-management, and leadership skills while collaborating with others. Through participation in these outreach and extension initiatives, students improve their time management and critical thinking abilities.

File Description	Documents
Paste link for additional information	https://tcc.ac.in/wp-content/uploads/2023/08/3.4.1.pdf
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

32

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

61

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

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

2458

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

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

01

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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.

18 classrooms with projectors and whiteboards, a well-stocked library, a computer lab with 104 computers, a well-furnished staff room, an office, a seminar room, a play area, a boys' and girls' common room, a virtual classroom, a lush green garden, a contemporary canteen, staff and student parking, staff housing for both teaching and non-teaching staff, an indoor sports complex, and more are all located on the college's 1.9 All faculty members have access to computers and printers. Both students and staff have reliable internet and Wi-Fi access at the college. For competitive exams like the UPSC and GPSC, students receive specialized coaching. The Training and Placement Cell prepares students for both on-campus and off-campus postings. It collaborates with potential employers and builds a network of them. With its wide collection of knowledge

resources and information services, the Central Library fills a critical gap in college students' and faculty members' academic endeavours. The NSS and NCC units at the college place a high value on community involvement. Thanks to the college's fiber optic network and Wi-Fi equipped main building, instructors and students can use the Internet whenever they want. The college features a beautiful garden filled with rare and therapeutic plants. The entire campus area is pollution-free and devoid of dust. The garden is lush and lovely thanks to the solar system's compliance with electricity requirements and the rainwater harvesting system.

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

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

A multipurpose indoor facility featuring a modern gym, cardio equipment, badminton courts, and table tennis courts is offered by the college. In addition to these pieces of equipment, the gym has a twister, multi-station dumbbells, elliptical cross trainer, upright bikes (cycles), weight plates, seated preacher curl, AB slimmer, wrist curl machine, hack squad, and more. The college offers an outdoor multi-sport complex for cricket, football, and volleyball. At each of their respective Hostels, girls have access to different sporting facilities. The amenities include a multifunctional play area, a gymnasium, volleyball, badminton, table tennis, and a chess/carom facility. The gym has dumbbells, a treadmill, six-stall multi gyms, and workout balls. The college has qualified instructors to train the students in sports including cricket, volleyball, and badminton. Students are encouraged to compete in yearly intercollegiate events. The top students are chosen and assigned to compete in a variety of competitions held within the university, within the zone, within all of India, within states, and at the federal level. Through joint efforts, the college's NSS and NCC unit produces a range of initiatives to give students a platform for creative expression and to promote extracurricular activities. Students can display their talent across all subject areas thanks to this. The students are supported by the college's cultural committee. Many sporting and cultural tournaments have been won by our college. At the time of annual day, the toppers receive rewards for their hard work.

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

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

19

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

14.91808

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 TCC Library is one of Kachchh's oldest government-sponsored degree-granting college libraries. A secondary, three-story

structure adjacent to the main block houses the library. More than 21000 books, 7 national and international journals, 26 periodicals, and various regional magazines are included in the collection. In the previous five years, 140 books were purchased. The library contains books on a variety of topics, such as English, Business Communication, Accountancy, Commerce, Taxation, etc. The automated library contains a large reading room and reference area. At any given time, 100 people can use the reading space. The integrated library management system SOUL 3.0 (Software for Libraries) of INFLIBNET automates the library. The programme is used for the library's many housekeeping tasks, including data input, book issue, return, and renewal, member logins, etc. There are computers and the internet available in the reading and reference section. The books are organised using the Dewey decimal system. Users can also search the book collection via the OPAC (Online Public Access Catalogue) service, which allows them to search by book title, author, publisher, etc. The books are bar tagged, and each user is assigned a special barcode ID. In addition to physical books, the library has online access to nlist's electronic resources, which are a member of the INFLIBNET consortium's e shodhsindhu consortium and allow users to browse and download electronic books, e-journals, databases, etc. On the display stand, the new books are up for two weeks. Fire safety equipment and CCTV cameras were installed.

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

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

A. Any 4 or more of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

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

1.41037

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

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

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

11

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

4.3 - IT Infrastructure

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

The institute has always placed a high premium on improving its IT infrastructure. Facilities are routinely updated at both the institute and department levels.

Internet connection: The institute refreshes its internet connection annually, and as of right present, GTPL and BSNL are offering 50 MBPS of accessible bandwidth.

Number of Systems: The institution has 104 computers in total for students.

WiFi facility: The institution has set up three access points across the campus for use by all employees and students.

Remote Centre for Online Learning: The institute may frequently

schedule workshops delivered by any institution via video conferencing thanks to its audio-visual infrastructure. In 2022, the audiovisual setup's equipment was improved.

The institute uses open-source operating systems like Ubuntu OS and other software tools in addition to licenced copies of the Windows Operating System.

I/O Devices: The institution buys printers in accordance with the demands stated by the departments. The institute has 8 laser printers in total.

Faculty can create their video lectures in the institute's well-equipped media lab, which is available to all faculty members. This has proved quite helpful in the early stages of the pandemic.

LCD projectors: As OHPs in the institute have been sporadically replaced by LCDs, upgrading of IT is evident in the teaching and learning process.

ERP System: The institute also automated all manual tasks in a number of departments, including admissions, accounts, administration, the library, and the record room.

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

4.3.2 - Number of Computers

117

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)

19.59170

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.

For the upkeep and use of all of its physical and academic facilities, the College has a clearly defined policy and structure in place.

Management of the classroom:

White boards, projectors, systems, and other modern technology are all present in the classrooms and allow for more efficient instruction. Each classroom has CCTVs installed to ensure the security and safety of all students. The fundamental components of classroom management include an annual maintenance contract (AMC) for all current educational technology and an appropriate reporting mechanism for repairs and replacements.

The computer lab

Annual maintenance contracts for computers, copier machines, software, CCTV, fire extinguishers, gardens, security, etc. are used to maintain computers (hardware and software), update administration software, and maintain the overall campus infrastructure. With the assistance of outside experts, the website is updated and maintained. All purchases made by the college are governed by a clear purchasing policy that was prepared by the Management purchasing Committee.

Library

The college library has its own methods and systems in place to determine the purchases based on the courses given, check on the facilities to be supplied for the students and staff, and more. The software is frequently updated.

The sports facility and its equipment are maintained by the sports teacher. He plans numerous intramural and intercollegiate sporting events for students in both the inside and outside. Students are encouraged to take part in the competitions for their overall growth. The commemoration of International Yoga Day is now a yearly tradition.

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

1170

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

20

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**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

`675`

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

`675`

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

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

`A. All of the above`

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

File Description	Documents
Self-attested list of students placed	View File
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

197

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

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

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

03

File Description	Documents
Upload supporting data for the same	View File
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.

110

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

All students should have an equal opportunity to participate in the management of the college's operations, according to the college. In order to do this, the college works to provide them with chances to take part in numerous academic and executive organisations. The committees and organisations where participation by students in various administrative, co-curricular, and extracurricular activities is evident include the ones listed below:

• The student is represented in the college's IQAC. This gives the kids the opportunity to speak up on the committee for themselves. Students are concurrently represented on the CWDC, Welfare Committee, Grievance Redressal Cell, Cultural Committee, NSS, NCC, and College Development Cell.

Students who participate in the "Earn while you learn" programme have the opportunity to earn money while attending college by working as a clerk, peon, security guard, etc. in the college.

• Industry-academia alliances grant scholarships to students under the company's CSR funds. • Under the CWDC, a specific women's development cell works to enhance the rights, health, and hygiene of

students. • Students in the Eco Club organise several excursions to neighbouring natural regions and take care of the college garden. All of these activities take place throughout the school year and help the kids improve their self-confidence, public speaking, and organisational abilities as well as their latent talents.

Students are free to meet with the principal to discuss their concerns and potential solutions.

File Description	Documents
Paste link for additional information	**Nil**
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

26

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

5.4 - Alumni Engagement

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

The Tolani Commerce College Alumni Association was officially registered as a trust on May 5, 2017, by the charity commissioner office in Bhuj, Kachchh (Registration No. F -3083 -Kutch). There are nine trustees, all well-known figures in the city's business community. Alumni have been heavily involved with the organisation from its inception as trustees and members. An 80 G certificate and

authority to accept donations from the company's CSR funds have been granted to the trust. The members gave generously to the construction of the Tolani Commerce College facility's conference room and classrooms. For the purpose of enhancing instruction and learning, several alumni donated AC units, seats, fans, and other goods. A university youth festival is supported by alumni when it is hosted by the institution. One of the graduates donated Rs. 1 crore so that the college's postgraduate centre would have full-time instructors. An alumnus donated a water cooler for the students. The alumni association offers scholarships to graduate students. The alumni association also recognises students who have received awards for participation in co-curricular, extracurricular, and academic activities. As part of the college's Alumni Executive Programme, a number of industrialists' former employees presented knowledgeable lectures to inspire entrepreneurship among the students. Numerous alumni made financial contributions to the college, enabling it to offer students high-quality facilities. Alumni are a constant source of assistance for the institution's efforts to improve teaching and learning.

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

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

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

The College follows the guidelines provided by the UGC, MHRD, Gujarat government, and affiliated KSKV Kachchh University in order to operate. The semi-urban college has graduated tens of thousands of first-, second-, and third-generation students. The Management designates the workforce as officials and uses their skills to carry out various administrative duties. Students are effectively

represented by committees and take part in the governance of the institution. This hierarchical structure ensures the delegation of authority and distribution of duties for the College's efficient operation.

The IQAC is a statutory organisation that operates successfully and successfully with the assistance of the 26 active non-statutory committees. Other committees, groups, forums, and clubs include the Eco Club, the NSS, the NCC, and others. Administration, finances and accounting, student enrollment and assistance, and examination all make use of e-governance.

Through the IQAC, policies pertaining to academic, research, curriculum development, administration, finance, infrastructure development, extension, co-curricular and extracurricular activities are established, planned, and carried out with the participation of all relevant parties. Students' complaints are represented in the proper committees and addressed in the appropriate ways. The administration has preserved suggestion boxes where students can anonymously air their complaints.

The College has established a multi-layered feedback system that aids in the evaluation of staff-management interactions, social outreach efforts, curriculum creation, and teaching and learning pedagogy. The evaluation processes aid successful leadership in accelerating gains and overcoming obstacles.

File Description	Documents
Paste link for additional information	https://tcc.ac.in/aboutus/
Upload any additional information	View File

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

In all academic and administrative operations, the institution encourages and employs decentralisation.

Administrative decentralisation: IQAC's constituent colleges, industry experts, eminent educators, representatives of statutory bodies, the principal, and other faculty are in charge of planning and policy development, the institute's institutional budget, the expansion of its academic and research as well as other outreach initiatives. The Committee was established to handle the development

plan of the college with regard to academic, administrative, and infrastructural growth and to enable the college to add curricular, co-curricular, and extracurricular activities. The committee is made up of representatives of management, the principal, students' representatives, faculty, staff members, industry experts, and alumni. The institute receives the management's authorised budget.

Academic Decentralisation: The College is led academically and administratively by 26 different committees, each with well defined responsibilities. A committee called the IQAC Committee, which is made up of faculty and administrative staff, is in charge of the overall growth of the institution and makes recommendations for improving student facilities, campus life, and student experiences. Its duties include creating the academic calendar, monitoring syllabus completion, maintaining adequate standards for academic records, taking steps to raise the bar for training, research, and teaching standards, and planning conferences and workshops.

The Anti-Ragging, Grievance Redressal, and Discipline Committees look after the institute's disciplined, and healthy culture. The Institute's daily academic operations are managed by a number of academic committees, including the library committee, timetable committee, attendance monitoring committee, etc.

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 college has expanded significantly during the last 50 years. Effective methods must be developed, disseminated, and put into action if this is to continue. Documents for the strategy plan and the perspective are both available in the institution. Following a conversation, the following strategies are forecasted based on analysis, appraisal, and estimates. The college always takes a bottom-up strategy with a strategic directive from the top administrative management, keeping in mind the short-, medium-, and long-term development plans.

Strategic Plan:

- Introduce skill development and value-oriented courses; Offer certificate and diploma programmes through multiple excellences; Plan to introduce job-oriented courses; Implementation
- NSS/NCC was utilised for extension activities.
- More students from the socially disadvantaged society were admitted with a minimal fee and merit scholarships.
- Personnel development programmes were implemented to improve the skill and knowledge of the teaching and non-teaching personnel.
- Strategic Plan to raise money for several infrastructural development through various funding organizations,
- The college developed functional Memorandums of Understanding with various organisations for skill development training.
- Improve the employability of the students by identifying and training young people from rural areas in sports activities on campus,
- Encouraging the faculty as a whole to enroll in PhD programmes or qualified NET/SLET candidates, and encouraging faculty members to publish papers in UGC-approved national and international journals.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	NIL
Upload any additional information	View File

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

The Executive Body

The institution's executive committee and governing body are both led by the chairman. The Correspondent, Secretary, and other College Management Board members are a part of the committees and decision-making bodies in charge of the efficient management of the College's operations. The administration fully authorises the Principal to carry out their duties in order to fulfil the institution's vision and mission.

Administrative Organisation

The College is successfully managed on a daily basis in both academic and administrative affairs by the Principal. To help him with the completion of this work, he has his team of Departmental Heads, the IQAC Coordinator, the Teachers, and the Head Clerk. The administrative structure is as follows: student council, academic council, IQAC coordinator etc. The principal is authorized to take all the decisions related to academic and administrative functions.

Service Regulations, Practises, and Policies for Hiring and Promotion:

As a government-funded institution, the college must abide by all guidelines established by the Gujarati government, the UGC, the MHRD, and the affiliating university. We therefore adhere to all guidelines established by the government for hiring. Even for self-financed courses, the UGC has created qualifying requirements and recruitment guidelines for the teaching personnel. Depending on the demands, the college's constitution has occasionally been modified. According to Gujarat's government norms and regulations, both teachers and non-teaching personnel have prospects for promotion.

File Description	Documents
Paste link for additional information	[www.kskvku.ac.in > boardofstudies](www.kskvku.ac.in)
Link to Organogram of the institution webpage	https://tcc.ac.in/governingbody/
Upload any additional information	[View File]()

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution successfully carries out welfare programmes for both teaching and non-teaching faculties. For the career advancement and advancement of the teaching as well as non-teaching staff, the College makes arrangements to take advantage of all government programmes, including gratuity, pension, commutation of pension, earned leave encashment, maternity leave, medical facility, leave on overseas project or conference, health fund scheme, permission to attend FDP such as orientation programmes and refresher courses, short term courses, etc.

Both teaching and non-teaching staff members are eligible for the following perks.

Financial Assistance

• 50% off the cost of the staff's children's education; an interest-free housing loan for class 4 employees; staff quarters for all staff on the college campus; on-duty leave for staff to attend workshops and conferences at the national and international levels with registration fees;

Mental Needs

The management provides a fraternity grand lunch for all of the staff, and there is a staff grievance redressal cell to address issues and grievances. There is also an indoor games facility for the staff to unwind and refresh physically and mentally.

Recognition and Compensation

• Awards are given to the teaching and non-teaching personnel in recognition of their outstanding accomplishments.

• Annual orientation and workshops for teaching staff at the start of each academic year

• Initiation and training for newly recruited staff

• Salary increases as an incentive for staff in the self-financed stream who complete their PhD degrees

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

NIL

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

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

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

1

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

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

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

11

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

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

For both its teaching and non-teaching staff, the college strictly complies with the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, along with all amendments made from time to time. After one year of employment, each employee's performance is evaluated annually. Education Staff

Each faculty member's performance is evaluated in accordance with their annual self-assessment under the Performance Based Appraisal System (PBAS). Promotions are based on the API score-based PBAS proforma for the UGC Career Advancement Scheme (CAS). According to their API score, faculty members who are up for promotion are recommended and must appear before the screening and selection committee.

Non-Teaching Personnel

Annual performance reviews and confidential reports are used to evaluate all non-teaching personnel. Character and Habits, Departmental Abilities, Hard Work Capacity, Discipline, Reliability, Relations/Cooperation with Superiors, Subordinates, Colleagues,

Students, and Public, Power of Drafting (where applicable), Efficient Document Organisation (for Ministerial Staff), and Technical Abilities (for Workshop Staff) are some of the various criteria for staff members that are evaluated.

32 criteria make up the detailed Annual Confidential Report. On a seven-point scale, ranging from Excellent to Very Poor, each of them is given a grade, with Excellent being the highest possible score and Poor being the lowest. All employees receive promotions and pay upgrades based on satisfactory performance.

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 Institution periodically performs internal and external financial audits. A strong financial advisory board for account management is also present at the organisation. The college's account office totals all daily transactions, and the principal verifies them.

The college's external (statutory) auditor has been named by the management to be Khimji Kunvarji & Co, Chartered Accountants. Annual financial statements are prepared and presented for audit at the conclusion of each fiscal year. The financial statements, paperwork, receipts, and bills are examined by the auditors. The statutory payments, such as TDS, Professional Tax, PF, and remittance, are examined. The auditors also verify the receipt of fees and the distribution of scholarships awarded by the government and other organisations. All financial transactions are examined by the auditors, who also provide a thorough report on their findings. The college's accountant makes the necessary changes to the statements of accounts based on the observations provided.

As a grant-in-aid college, the department of higher education also audits the institution for the grants awarded during the year. Additionally, the department draughts and submits a thorough audit report to the organisation. Additionally, competent agencies like

UGC audit Specific Grants. Joint Director audits salary and non-salary grants; observations are communicated and required action is taken by college administration.

AMKS & Co., chartered accountants, which verifies all the books of accounts on a quarterly basis and recommends appropriate revisions if any, performs internal audit. The evaluation is being documented in a report.

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)

399800

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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

The Institute upholds and adheres to a carefully thought-out approach for the mobilisation of finances and resources. The primary source of income for the institute in terms of mobilisation of Funds is student fees. Alumni support the institute by raising money for construction, teaching, and learning initiatives. For cultural events, both private and corporate sponsorships are sought.

Making Use of Money

A financial committee has been established to oversee the best possible use of cash for various ongoing and one-time costs. For the

procurement of equipment, computers, books, etc., the buying committee requests price quotes from suppliers. Before making a final choice based on the parameters provided, the finance committee carefully examines the quotes. In the event that the expenditure goes over budget, management assistance is requested.

mobilisation of resources Procedure and policy

The college budget is created by the principal and department heads prior to the start of the fiscal year. The institutional budget covers ongoing costs including salaries, internet and power, stationary, and other maintenance. It comprises budgeted costs including furniture, lab equipments, and other development costs.

The appointment of sufficient and qualified lab workers and system administrators ensures the best possible use of resources and infrastructure. The best possible use is made possible by promoting creative teaching-learning methods. The physical facilities are best used for remedial classes, co-curricular and extracurricular events, and parent-teacher conferences outside of regular college hours. Government and university exams are administered in the college's facilities as a testing ground.

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

The planning, carrying out, and evaluation of each of these tasks are crucially influenced by the IQAC.

The IQAC prepares the institution's academic calendar in accordance with the schedule of significant administrative and academic events chosen by the University.

Creation of the Action Taken Report:

The IAQC creates the Action Taken Report at the conclusion of the academic year. The report includes crucial information about the activities that different committees and departments held during the

year.

The most crucial duty of the IQAC is to prepare the AQAR. The entire team ensures that the report is efficiently created and delivered on time. It is posted online by the institution after receiving NAAC approval.

Monitoring the instructional-Learning Process:

The faculties are urged to use ICT-enabled tools and other instructional techniques when instructing students in a classroom.

Building new and improving existing infrastructure

The IQAC makes significant recommendations for the improvement of staff and student infrastructure amenities. As a result, the institution has more reading space this year.

Promoting a culture of research at the institution

The faculties are expected to present papers at seminars, conferences, workshops, faculty development programmes, etc. The institution grants leave of absence for the same reasons. The faculties are also encouraged to submit research papers in university-approved publications as well as compose books, book chapters, and books.

Alumni engagement

IQAC make sure that at least once a year, the Alumni and Parent-Teacher Association meets. The institution's alumni association is a recognised trust.

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

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

The IQAC regularly evaluates the teaching-learning process and takes action to raise its quality.

All newly admitted students are required to attend the mandatory orientation programme, where they learn about the philosophy, the distinctiveness of the educational system, the teaching and learning process, the continuous evaluation system, the required core courses, various co-curricular activities, discipline, and institute culture.

Before the start of the semester, students are informed of the timetable, programme structure, and course syllabi. The telegram app is used for important announcements, and the head of department keeps an eye on student behaviour and attendance. Members of the discipline committee conduct sporadic inspections to guarantee that lessons run smoothly. Students participate in class committees on a regular basis to gather input and to help improve the teaching-learning process.

Additionally, IQAC receives online student feedback for each of their courses. Additionally, students are welcome to speak with the institute's principal for advice and ideas. The individual faculty members are informed of the proper analysis and sharing of feedback.

Based on the IQAC's recommendations, the teaching-learning processes are examined, and changes are made. The following are some of the significant actions made throughout the previous five years:

• Online fee payments are permitted through the automation of admissions processes.

• Green initiatives on campus, include the planting of trees and the use of solar energy and electric vehicles.

• NIRF, ISO, and GSIRF Certification Application

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	A. All of the above

any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	

File Description	Documents
Paste web link of Annual reports of Institution	<u>Nil</u>
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

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

Women's equality

In terms of economic, social, cultural, and political advancements, gender equity in education is maintained through different awareness programs.

Security and safety

Through a committed team of security specialists, the institute offers a wide range of security amenities specifically for girls on its grounds.

Use of CCTV

In the college, there is constant CCTV surveillance. It aids in preventing antisocial behavior. To confirm their identification, students must always wear identity cards.

Female hostel staff serves as warders.

Only female wardens and supervisors are employed at girls' hostels. Supervisors' tasks are set up so they can work constantly for 24 hours a day, seven days a week. Additionally, hostel wardens live on the hostel grounds.

The rules on campus

The college has a discipline committee to look after the students' safety and security. The Discipline Committee is responsible for upholding the zero tolerance policy against eve teasing and ragging at the College.

Parent-teacher Meeting

To bring together the parents and teachers of the students, regular parent-teacher meetings are organised. Information is updated on the kids' overall progress and performance.

Mentor – Mentee

Faculty mentors are tasked with providing guidance and mentorship to both male and female students. If there is a problem, both boys and girls are given individual counselling based on their needs.

Committee against Sexual Harassment

It arranges a number of awareness-raising events. Counsellors have been hired by the college to help the students and deal with their problems.

File Description	Documents
Annual gender sensitization action plan	https://tcc.ac.in/wp-content/uploads/2023/08/7.1.1A.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://tcc.ac.in/wp-content/uploads/2023/08/7.1.1B.pdf

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

For the management of both biodegradable and non-biodegradable waste, the college provides a range of options. Reducing, reusing, and recycling waste are being prioritized. The college has a variety of garbage cans to handle different types of waste, including liquid and solid waste. It was highlighted that the campus should become a single-use plastic free campus and that we should take all precaution to avoid using plastic. For the management of solid waste, numerous garbage cans have been placed at various departments. The source of solid waste is therefore separated. Furthermore, it is ensured that all of these components are recycled using the least amount of resources, including labour. We dispose of solid waste in a responsible manner. Wherever it is produced, waste should ideally be treated. The deep drainage system of the municipality is carefully filled with waste liquids. The NSS and NCC volunteers have also showed the proper manner to dispose of the rubbish at a chosen village called Galpadar. Deliveries of e-waste are always made to the proper vendors for distribution. The college is also looking into replacement solutions in an effort to minimize waste. All of the kids are periodically given an explanation of the rubbish recycling process.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

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

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

The college has implemented a number of programmes to encourage inclusion. To encourage unity in diversity, the college's NSS & NCC unit performs a number of programmes under the Ek Bharat Shrestha Bharat campaign, Unnat Bharat Abhiyan & other government schemes. The plan works to strengthen ties between states in an effort to

advance India's integrity and unification. The NCC and NSS unit of the college conducts programmes in the adjacent communities. The objective was to raise awareness among stakeholders of the need of intergroup peace, national unity, and fraternity. Every year, Special Camps in communities are open to NSS volunteers. These camps are centred on a variety of social issues that affect the local populace, especially the younger children's social and cultural values. The majority of the volunteers work on campaigns to increase public awareness of social concerns. The college also hosts a lot of cultural events to celebrate India's rich cultural diversity. On various occasions and festivals, including as Martyrs' Day, Republic Day, and Independence Day, these cultural events are held. To meet the linguistic diversity of the student body, all student-related events, such as essay writing and elocution, are held in three languages: Gujarati, Hindi, and English. The college sponsors lectures, workshops, and outreach programmes to promote intercommunal harmony and tolerance. Regular campus activities include a range of occasions like painting, the Freedom Run, essay competitions, patriotic song singing contests, and lectures by renowned people.

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

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

The institute organises a range of projects with the goal of advancing citizens' constitutional rights, obligations, and duties. The college celebrates Independence Day each year to commemorate the importance of freedom. The National Anthem is sung after a ceremony to hoist the flag. Various cultural programmes and events are offered to highlight the constitutional values of liberty, equality, justice, and brotherhood. To encourage a love of country among pupils, contests for patriotic songs and the NCC cadets' march are also held. The college commemorates Republic Day with great joy in order to acknowledge and emphasise the importance of the constitution. In their talks, many famous speakers stress the significance of safeguarding constitutional rights and principles. Numerous various events, including slogan writing contests, poster competitions, and painting, are utilised to spread awareness of the

Indian Constitution. The college celebrates Constitution Day on November 26 each year to mark the ratification of the Indian Constitution. Voters Day is also observed by the college in order to inform the general public about the importance of voting. To inform the stakeholders of its importance, the college also sponsored workshops on "IPR" and "Angdaan (Organ Donation)". The college conducts a range of programmes to support numerous constitutional rights, duties, and responsibilities of citizens. It also arranges a blood donation camp, women's day, world environment day, and the Swachch Bharat cleaning programme in order to protect constitutional values, rights, duties, and obligations of citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://tcc.ac.in/wp-content/uploads/2023/08/7.1.9.pdf
Any other relevant information	**Nil**

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

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

In order to maintain harmony and a positive working environment, as well as to inform the students about their rich cultural history and sense of national pride, the institution regularly commemorates and recognises National/International Commemorative Days. Every year, the college celebrates national holidays like Independence Day and Republic Day with fanfare by flying the flag of the country over the campus. It also organises Teachers' Day on September 5th, and esteemed educators are asked to deliver a professional speech on Teachers' Day. Teachers who succeed are applauded for their achievements. The college held essay writing and elocution competitions in honour of Mahatma Gandhi's 150th birthday festivities. A national "Clean India Campaign" called "Swachh Bharath - Swasth Bharat" was held on campus in honour of GandhiJayanti. National Education Day and Martyr Day both honour Maulana Abul Kalam Azad's birthday. Sports, literary, and cultural competitions are held in conjunction with Azad Day celebrations. The college observes Children's Day in Pandit Jawaharlal Nehru's memory on November 14 each year. Nehru was India's first prime minister. National Unity Day and Week are observed in observance of Sardar Vallabhbhai Patel's birth anniversary. A lecture on the constitution will be given as part of the celebrations for Dr. B. R. Ambedkar's birthday.

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

7.2 - Best Practices

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

1. Title: STUDENT MENTORING SYSTEM

2. Objectives: to reduce student stress, boost performance, and dropout rates through individual counseling.

3. The Context: For pupils to make general improvement, emotional stability, and to encourage clarity in thinking and decision-making, mentoring is necessary.

4. The Practice: Each teacher is tasked with guiding pupils over the course of their studies. They get together at least once a month to go through, clarify, and share a range of issues, whether they personal, intellectual, etc. They offer advice to students who need it regarding emotional issues.

5. Evidence of Success: University rankings, improved exam scores, improved attendance, fewer dropouts, increased participation in co-curricular and extracurricular activities, improved campus discipline, and respectful relationships between teachers and students are all examples of the practice's success.

1. Title: TEACHING - LEARNING PROCESS

2. Objectives: To make certain that the curriculum is finished in accordance with the college's academic calendar

3. The Context: It is now crucial for teachers to use the newest pedagogical approaches and integrate ICT into classroom instruction. There needs to be a bridge built between the student learner and the teacher in terms of how they use and feel comfortable using the many resources available for teaching and learning.

4. The Practice: A projected academic calendar has been posted online. The majority of the teachers use ICT and contemporary pedagogical approaches in their lessons.

5. Evidence of Success:

- **Increasing class attendance;**

- **Improving test scores;**

- **We have university toppers.**

File Description	Documents
Best practices in the Institutional website	https://tcc.ac.in/wp-content/uploads/2023/08/7.2.1-Merged.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Back to Society through NSS

The NSS unit organizes events like tree planting and field trips in addition to other extracurricular, sports and cultural activities to introduce students to today's most serious social issues. At the college, a session on human values is scheduled. The NSS programme officer actively engages the students in open dialogue on a variety of themes. The kids participate in a variety of activities to introduce them to the critical environmental problems afflicting us today. They are encouraged to engage in contests addressing environmental issues and taken on field trips to connected enterprises. Last year, a variety of contests and events were created just for kids to propose their solutions to environmental problems. The NSS volunteers created a lovely green garden to commemorate Earth Day. The volunteers have also contributed to plant trees at different places of the city with the help of different organizations.

Through the active NSS unit, which performs numerous services to implant social ideals, societal development is also instilled on a significant scale into the students as a special focus. The NSS unit organises a wide range of activities throughout the year, including cleaning campaigns, tree-planting campaigns, donation drives, trash management campaigns, gender equity initiatives, field trips and many more. The NSS unit also participated in the Lions Club-initiated plastic recycling campaign that was successfully carried out on campus. It placed emphasis on using plastic only sparingly when necessary.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The following events have been scheduled for the upcoming academic year 2023-24:

Academic activities:

* **Implementation of NEP for first year students.**

- Inter- and multi-disciplinary short-term courses, ability-enhancing courses, and IKS courses

Activities for Faculty Development:

- promoting high standards among faculty research documents
- academic excellence excelling
- Quality Research Papers and Various Quality Assessment Software

The following events will be planned:

- Crash courses for the NET/SLET exam for M. Com students
- IPR and filing for patents seminar lasting one day

Co-curricular Activities

- finishing school (Soft Skills) training programme for Sem. V and VI students
- Tally programme for college students.
- TCS Banking and Financial Services Certificate

Activities outside of the classroom:

HB testing of women around the village girls

Regular NSS and NCC activities

Training of College students who want to give competitive exams

Cycling and eco-club activities

Engagement Activities:

NCC, NSS, and UBA:

Coordinating a blood drive and thalassemia testing