



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SHRI S.K.SHAH AND SHRIKRISHNA O.M ARTS COLLEGE
Name of the head of the Institution		Dr.D.H.Joshi
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02774242626
Mobile no.		9727612356
Registered Email		skshaharts60modasa@gmail.com
Alternate Email		piyushsinh73@gmail.com
Address		College campus, Modasa
City/Town		Modasa
State/UT		Gujarat
Pincode		383315

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Semi-urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		DR. PIYUSH SINH			
Phone no/Alternate Phone no.		02774242626			
Mobile no.		9727612356			
Registered Email		iqacartsmodasa@gmail.com			
Alternate Email		mmsmodasa1983@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://skshahartsmodasa.org/">https://skshahartsmodasa.org/</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		<a href="https://skshahartsmodasa.org/">https://skshahartsmodasa.org/</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	76.10	2007	10-Feb-2007	10-Feb-2012
<b>6. Date of Establishment of IQAC</b>			28-Jun-2005		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
FDP	16-Oct-2016 5		20		

Gyan Satra	18-Jan-2017 5	100
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

Staff / Faculty were encouraged to publish research articles with UGC recognized peer reviewed Journal

All the departments and Staff members are motivated to participate and organize workshop, Seminar and conferences on current issues.

Suggestions made for the improvement in the infrastructure as per the requirement.

As per the regional needs the proposals for new courses

Participation in the International and National Sports competitions.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
To organise seminar, webinar, workshops and conferences in the institute.	College has organized 5 workshop at different times.
To conduct faculty exchange and student exchange programmes.	College has MoU with different educational institute for faculty and student exchange. Total 4 activities are organized during the year.
To organise various Quizzes, Competitions, Poster presentations in the institute	All the departments arranged poster presentations on different subjects.
To arrange Industrial visits, Field visits as per the curriculum prescribed by the university	For experiential learning all the departments organized field visits and industrial visits as per requirement.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
College Development Committee	10-Sep-2016

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2017

Date of Submission

25-Dec-2017

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Shri S.K. Shah and Shri Krishna O.M. Arts College recognizes the importance of offering multidisciplinary and interdisciplinary courses in alignment with the National Education Policy (NEP) 2020. To facilitate this, the college organized two Faculty Development Programs (FDP) to orient

faculty and staff towards implementing these innovative approaches. The admission process has been streamlined, adopting the NEPs 2A model, demonstrating our commitment to providing students with a diverse range of educational opportunities. As part of our commitment to fostering holistic education, the college introduced 16 open electives (OE) across various programs. Emphasizing a student-centric approach, these electives are designed to allow students in the arts program to explore diverse subjects.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Shri S.K. Shah and Shri Krishna O.M. Arts College adheres to the CBCS syllabus prescribed by Hemchandracharya North Gujarat University, ensuring a robust curriculum delivery system. The responsibility for effective curriculum delivery and planning curriculum enhancement programs lies with the academic council of the institution. The academic council, comprising the Principal, Heads of Departments, and IQAC, actively engages in structuring an academic calendar that incorporates various curricular and co-curricular activities. These activities encompass bridging the gap with industry expectations, facilitating skill development, organizing value addition programs, and conducting faculty training sessions. The Head of Departments (HODs) is entrusted with the task of preparing the workload, and subsequently, subjects are allocated to the faculty members. The faculty, guided by the HODs, creates detailed lesson plans and designates the number of lectures for specific purpose.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NILL	NILL	Nil	0	0	0

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	BA	15/07/2011
MA	M.A - English	18/07/2011
MA	M.A - Gujarati	18/07/2011
MA	M.A - SANSKRIT	18/07/2011
MA	M.A - HINDI	18/07/2011

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ALL	15/07/2011

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NILL	Null	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	NILL	0
MA	NILL	0
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### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The curriculum feedback collected is represented to the University with Principal's approval and through the College Board of Studies Members (BOS) and syllabus framing committee members. Based on the Institutional Hierarchical Framework, Feedback can be broadly classified in to two levels -The department level feedback that are discussed in the department meeting and necessary initiatives and measures that are taken with the consent of the principal. -The college level feedback analyzed by the Academic Council Members (ACM) headed by the principal. On a regular basis our Institute connects with all its stake holders to collect feedback to utilize them for overall development of the institution. Different types of Feedback taken throughout the Academic Year with Stakeholders given as follows: Feedback are collected from the following groups identified as stakeholders - Current students -Alumni - Faculty - Parents - Employers</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

**2.1.1 – Demand Ratio during the year**

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	SIX	2300	1767	1767
MA	hindi	100	53	53
MA	sanskrit	100	42	42

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**2.2 – Catering to Student Diversity****2.2.1 – Student - Full time teacher ratio (current year data)**

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1767	95	21	7	7

**2.3 – Teaching - Learning Process****2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)**

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
21	21	8	8	2	10

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

**2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)**

In our institution, mentoring system has been introduced from 2018-2019, for establishing a better and effective relationship between student and teacher and also continuously monitor, council and guide students in educational and personal matter. All teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. This is a continuous process till the end of academic career of student. The aim of student mentor-ship is – 1. To enhance teacher –student relationship. 2. To enhance student’s academic performance and attendance. 3. To minimize student’s dropout ratio. 4. To monitor the student’s regularity and discipline. 5. To enable the parents to know about the performance of regularity of wards. The IQAC had taken the initiative of implementing the mentoring of students. Students are based on the streams of studies and also according to their core subjects. They are divided into groups of 20-25 students. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors are expected to offer guidance and counselling as and when they required.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1767	21	1 : 84

**2.4 – Teacher Profile and Quality****2.4.1 – Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	21	0	0	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	NILL	Nil	NILL
<a href="#">View Uploaded File</a>			

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	1/ 2016	16/06/2016	25/10/2016
BA	BA	2/ 2016	26/10/2016	26/03/2017
BA	BA	3/ 2016	16/06/2016	25/10/2016
BA	BA	4/ 2016	26/10/2016	26/03/2017
BA	BA	5/ 2016	16/06/2016	25/10/2016
BA	BA	6/ 2016	26/10/2016	26/03/2017
MA	MA	1/ 2016	16/07/2016	25/10/2016
MA	MA	2/ 2017	26/10/2016	26/03/2017
MA	MA	3/ 2017	16/07/2016	25/10/2016
MA	MA	4/ 2017	26/10/2016	26/03/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute is affiliated to HNGU Patan and follows the Examination pattern of the university. Anna University guidelines are strictly adhered to with respect to evaluation process. There are three Internal tests conducted. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through institute academic calendar which is prepared based on the university academic calendar. The institute has reformed the continuous internal evaluation system from faculty centric to student centric. The Institute Exam cell framed guidelines for conducting the CIE in line with calendar of the Affiliate University and the Institutions. As per the guidelines, the following reforms have been carried out effectively conducting CIE: - Scheduling of Internal Examination, Seating arrangements, hall invigilators listed for every examination. - Preparing the question paper for the internal examination in the prescribed pattern based on Knowledge level using revised Bloom's taxonomy. - Scrutiny of the prepared question paper is carried out by HoD/ Subject expert to ensure quality of the Question paper. -Monitoring the attendance of the students for the Examination. - Internal Assessment has to be carried out within the stipulated time. - After completion of the internal examination, the faculty evaluate the answer scripts and distribute to the students for doubt clarifications or re-correction. The faculty submits the re-corrected scripts to the examination branch and marks are displayed on the notice board. -Result review meetings are conducted with result analysis and the remedial actions for further improvements are arrived



after discussion with faculty, HoD and Principal.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Before the commencement of the academic year, the Institution prepares and publishes 'Academic calendar' containing the relevant information regarding the teaching learning schedule (working days), various events to be organized, holidays, dates of internal examination, semester examination etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process and it is also published on website of the college and displayed in the Principal's office. The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, seminars, project work, unit test and semester examinations. The review of internal assessment is taken by the Principal regularly. For the implementation of Internal Assessment Process, Examination committee is formed at the college level which monitor overall internal assessment process. The examination committee, send the information to the University about the students who are appearing for the examination. After receiving enrolled list of the students' by the University, the college prepares seating arrangement chart, list of invigilators etc. The record of internal assessment is maintained at college level. Every department has to submit the compliance of the academic calendar as part of their annual submissions. In addition the internal audit conducted which ensures the compliance to verify with documentary evidence.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://skshahartsmodasa.org>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	BA	499	361	72.34
MA	MA	MA	52	40	76.92

[View Uploaded File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://skshahartsmodasa.org>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NILL	Nil	Nil

[View Uploaded File](#)

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Women Empowerment	Homescience	24/08/2016
Cleanliness Week	All	15/08/2016
Women Health	Homescience	13/08/2016
Competitive Exam Seminar	All	20/09/2016
University Expert Lecture	Sanskrit	04/01/2017
University Expert Lecture	Hindi	10/01/2017
Consumer Protection Seminar	All	17/01/2017
Ramanlal Soni and Dhirubhai Thaker	Gujarati	24/01/2017
Three Days Seminar (Gyan Satra)	All	06/02/2017

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NILL	NILL	NILL	NILL	NILL	Nil
<a href="#">View Uploaded File</a>					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	NILL	0	Nil
<a href="#">View Uploaded File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Home Science	2

ECONOMICS	1
HINDI	1
PSYCHOLOGY	3
HISTORY	1
SANSKRIT	5
ENGLISH	1
<a href="#">View Uploaded File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NILL	NILL	NILL	2016	0	NILL	0
<a href="#">View Uploaded File</a>						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NILL	NILL	NILL	2016	Null	Null	Null
<a href="#">View Uploaded File</a>						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	4	0	22
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Tree Palntation	NSS,NCC	3	250
AIDS Awareness	NSS	2	200
Voter Awareness	NSS	2	100
Yog Shibir	NSS	2	1500
Blood Donation Camp	NCC	1	110
Thelisemia Test	NCC,NSS, Red cross Society	3	600
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood transfusion and Immunohaematology unit	Appreciation	Indian Rddcross society	100
National Youth Emblem Program NSS	Appreciation	Gram Panchayat	80
Blood transfusion and Immunohaematology unit	Appreciation	Indian Rddcross society	50
National Youth Emblem Program NSS	Appreciation	Gram Panchayat	20
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
AIDS Awareness	NSS	AIDS Awareness	2	250
Blood Donation Camp	NCC, NSS. REDCROSS	Blood Donation Camp	3	110
Thelisiaemia Test	NCC, NSS, Red cross Society	Thelisiaemia Test	3	600
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Distance Learning with Dr. BAOU University	130	Academic Collaboration	1995
Distance Learning with IGNOU University	40	Academic Collaboration	1995
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NILL	NILL	NILL	Null	Null	NILL
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Distance Learning with Dr. BAOU University	16/06/1995	Academic Collaboration	50
Distance Learning with IGNOU University	20/07/1995	Academic Collaboration	50
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1511000	1511000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nill	Nill	Nill	2024

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	58493	7497401	60695	180377	119188	7677778
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr.PiyushSinh	Open Distance	Dr. Babasaheb	01/02/2016
Prof R.R.Rohit	Open Distance	IGNOU	01/03/2016
<a href="#">View File</a>			

### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	computers	Lab		centers	Centers		nts	Bandwidth (MBPS/GBPS)	
Existing	125	1	2	5	1	1	1	100	0
Added	0	0	0	0	0	0	0	0	0
Total	125	1	2	5	1	1	1	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1511000	1511000	1511000	1511000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

1. Computer: the institute has 125 computers used by administration, library, teachers, director and computer lab. The maintenance of these computers is done on Annual Maintenance Contract basis. This contract includes maintenance of computers, cleaning, software up gradation and compliance of calls for repairs. For this a register is maintained by lab assistants. All computers are connected by internet facility and battery backup. All the computers are covered under insurance policy and yearly premium is paid centrally by Deccan Education Society. 2. Copier Machines: Presently the institute has two Canon make two Photo copier machines. The latest HP printer is with wireless printing, touch panel, print speed of 22 PPM, ID card Copying, . Tonner is usually changed after 1000-1200 copies. 3. 4. Printer: There are 06 printers in various departments of the institute. AMC of printer is covered under AMC of computers. Toners of these printers are replaced as per the consumption. 5. CCTV: There are 32 CCTVs in the campus. As far as the major repairs there is a specific procedure to be followed by institute. This includes preparation of estimates from junior engineer, passing resolutions by college development committee. 7. Furniture and electric equipment: Furniture includes benches, tables, chairs, cupboards, filling cabinets, book racks, etc. The work of maintenance and minor repairs is assigned to class 4 employees. The procedure for major repairs is as per the repairs to building. Annual budget for minor repairs to furniture and electric equipment 8. Library: Proper care of the library is taken ensuring physical collection so as to maintain ease in accessibility and maintenance. The library collections are arranged according to the subject using the DEWY DECIMAL classification. Each subject is represented by classification number. All collections are continuously up dated like books, periodicals, journals and students' project report. Older journals and project reports are stored in the archive. The stacks are presentable and organized. Repair and rebinding of damaged documents is done to the extent

possible. Rebinding of books and documents is carried out by an external binder.

<https://skshahartsmodasa.org/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	GOVERNMENT SCHOLARSHIP SCHEME	0	0
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0
<a href="#">View File</a>			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
LANGUAGE LAB	01/12/2007	900	SCOPE GUJARAT GOVERNMENT
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	NILL	0	0	0	0
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NILL	0	0	NILL	0	0
<a href="#">View File</a>					

### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	0	NILL	0	0	0
<a href="#">View File</a>					

### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
INTERCOLLEGE TOURNAMENT	UNIVERSITY	312
KHEL MAHA KUMBH	DISTRICT	20
CULTURAL ACTIVITIES	COLLEGE, UNIVERSITY	200
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## 5.3 – Student Participation and Activities

### 5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	NILL	Null	Null	Null	Null	Null
<a href="#">View File</a>						

### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Our Institution aims to inspire and motivate the budding aspirants to reach the unreached for the betterment of the community by forming a student council. This kindles within our students a sense of responsibility, dedication and a purpose to put their selfless efforts and work towards the goal. Students are given as many opportunities as possible to practically implement what they learn and aspire to be through the Council. One such opportunity is the management of all student-related activities on the campus. The council is utilized to put forward and inculcate novel and innovative ideas of the young generation in various aspects of our college like teaching, research, sports and cultural activities. Thus in this way the students are given equal rights for the smooth functioning of the college. Student Council has representatives from all levels of students in the college so that all facets are acknowledged and looked into. It is collectively responsible for activities like management of Hostels, academic concerns of students, organizing the cultural and sports activities on campus and many more. The Student council mainly helps share students, ideas, interests and concerns with teachers and principals. It serves to encourage the student in learning about leadership. The Council has been restructured throughout the time to handle new demands. Student forum is very active in protecting the student welfare including academic and administrative activities. The various committees of the institution have ample of



representation from the students. • Hostel committee is responsible for the welfare of residential students. Students forum members of nominated as representatives in the hostel committee. The hostel representatives periodically hold meetings in the hostel and area to be addressed are identified and reported to the administration for suitable action. In addition to this a complaint note is available in the hostel for students to voice their complaints and suggestions the Hostel menu is also decided by the students o Sports committee the student forum is instrumental in conducting various intercollegiate and intra college sports events the sports secretary along with the physical education director is responsible for conducting all the sports activities and maintenance of sports grounds and acquiring adequate sports equipment the student secretary also coordinate with the students to participate in intercollegiate sports event conducted by the institution • Cultural committee: The student forum is represented in the institutional cultural committee as the secretary of the cultural committee. The secretary is responsible for conducting various cultural events in the college The secretary also coordinate students to participate in intercollegiate cultural event conducted by other institutions • Library committee The student forum representative is responsible for ensuring the new addition of books and journals and also availability of e- books and e- journals in the library. Student forum representation are given n magazine committee, scientific presentation and publication committee, curriculum committee and also in IQAC cell.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

It is a matter of pride for the institution that our former students are occupying very key positions in different walks of life. The institution has always been in the constant touch with the former students and they have been playing a very crucial role for the progress and development of the institution. As per the guide lines, institution has formed alumni association. Since the establishment of the alumni association, regular meetings were organized in which alumni involve enthusiastically. Various aspects of quality, assurance sustenance enhancement were discussed during these meetings and necessary measures were taken in the interest of qualitative growth of the institution. While rejuvenating the memories of the college, a network of old students was achieved. Today, it is the backbone of the institution. The institution rests on the rich history of the student's success and glory. The association organizes regularly meets and interacts with the management. It is the flag bearer of the developments in the institution. Alumni provide student support in various aspects by organizing lectures on personality development, career opportunities, guidance for competitive examinations, environmental awareness etc. Over the years it has been helping in holding interactive sessions to motivate students regarding social adjustments too. The alumni also help the institution by influencing industries and other agencies in getting placements fests for the institution. The alumni has expanded and strengthened it with new enrolments. The institution has a social networking page and a separate link on website where they can register and connect to share their ideas. Objectives: 1. To promote and provide for education, educational scholarships and medical relief useful to poor and the needy students. 2. To promote sports education, culture knowledge by arranging seminars of past students of institute. 3. To make the students career oriented and attain international standard and by sheer professionalism. 4. To arrange seminars and to organize activities for healthy environment. 5. To cultivate and foster friendly and cordial relations between the past students and the past and present employ of the institute. 6. To hold meetings, social gatherings,

conventions, seminars of the past and present students and teachers. 7. To establish and maintain "Ex-GKGIans" Home on the campus of the institute. 8. To enroll ordinary members and life-members of the association. 9. To canvass for and obtain donations, books, periodicals, property and expend the money in furtherance of the aims and objectives of the association. 10. To do such other things as may be decided by the General Body or the Executive Committee from time of time in furtherance of the aims and objectives of the association.

5.4.2 – No. of enrolled Alumni:

100

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The President, Executive members, the Principal, Heads of Department, Teaching and non -teaching Faculty, Alumni, Parents, Students and representative from the field of Education, Community, Research and Industries of the respective committees participate in taking the decision for the academic and the infrastructural development of college i.e. Executive Council, College Development committee, IQAC, College Construction Committee, College Staff Council and Student Council. The Principal:- The Principal is the executive head of the institution. He is authorized to take decisions regarding academic, administrative and financial matters in accordance with the policy decision decided by the Executive committee and the College Development Committee. The Internal Quality Assurance Cell:- The IQAC is headed by the Principal and the Coordinator who is selected from the faculty members look after its activities. A representative of the management, faculty members, non-teaching staff member, Social activist, Alumni and student are the members . IQAC works for development and application of quality parameters for the various academic and administrative activities of the College leading to quality improvement. Head of the faculty and Head of the Departments:- Head of the faculty from Arts, Commerce and Science and Heads of the various departments look after the regular administration, teaching and research, issues of the students and staffs of the department .

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The college execute curriculum of Hemchandracharya North Gujarat University Patan and give suggestions Board of Studies for curriculum development IQAC insures planned educational development. Management

	actively collects feed backs from students and takes necessary actions on feed backs.
Teaching and Learning	Regular classes are conducted in college and students are motivated for better academic performance. Under the guidance of IQAC, every department is promoting quality enhancement activities in academics through seminars, workshops, on different subjects.
Examination and Evaluation	College has its systematic procedure for conducting examination as per the University guidelines, Examination Committee of the College conducts meeting prior to the university examination for fair examination. Examination Committee takes necessary steps to reduce malpractices.
Research and Development	College has well planned research center for Hindi literature where students and faculties are encouraged to do research. Research and development cell is formed for smooth functioning of research work in College
Library, ICT and Physical Infrastructure / Instrumentation	College has rich library where reference books, journals, newspapers, are available in plenty. The College library has computer with internet connection which helps teachers and students to enhance their knowledge and they can add more feathers in the cap of their research works and specific knowledge about various subjects. Records of Library are maintained systematically.
Human Resource Management	Meetings are held with the staff to discuss allotment of duties and their feedback is taken time to time to redressed the grievances of staff effectively. 2. The faculty and staff members are entitled to get all kinds of leave as per the norms of University and Government made in this respect.
Industry Interaction / Collaboration	The College is trying its level best to enhance industry- institute interaction activities like industrial visits, guest lectures for the professional development of students and faculties.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Student Admission and Support	The Managerial Committee consists of a President, a Vice-president, four

Secretaries and other 31 members including the Principal. Other important bodies of the management are the Executive Committee and the Academic Council. The Principal of the institute is a liaison between the Staff-Students and the Management. Infrastructure requirements (Academic, Research, Physical) for the institute are conveyed to the management and the Principal sees to it that they are fulfilled. The Management also appointed a Vice-principal, Administrative Coordinator and three Faculty I/Cs for strengthening administrative and academic activities. The HOD of each department leads the academic and administrative work of the concerned department. The HoDs are given total academic freedom by the Management. The Principal, head of the institution constitutes different committees at the beginning of each academic year for the smooth functioning of Administrative, Academic, Extracurricular and Research activities. The following committees are formed for the smooth functioning of the institute: Admission Committee Time-Table Committee Library Committee Grievance Redressal Committee Cultural Committee Sports Committee Examination Committee Anti-Ragging Committee SC/ST/OBC Cell Finance Committee Research Committee Career Guidance Centre Women Development Cell NSS/NCC

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

The recruitment of the teacher is as per the norms of the UGC, State Government and the affiliated University. The institutions working hours are set according to UGC and Government of Gujarat norms. GPF, Casual Leave, Earned Leave, Medical Leave, Maternity Leave, etc., have benefited the teaching and non-teaching faculty. Every staff as and when eligible for a promotion by acquiring the required qualification and the score as stipulated by the API of UGC norms, the College management follows the procedures as early as possible for

his / her promotion. The institute has formed a Grievances Redressal Committee. The Grievance Redressal Committee is headed by the Principal. This committee discusses the matter with the Principal to solve the problem. The institute has a welldefined grievance redressal procedure. Prompt and effective disposal of grievances of various stakeholders is being done.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	NILL	NILL	NILL	Nil
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	NILL	NILL	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Term Course	1	01/01/2016	06/01/2016	6
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
21	21	18	18

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Ramanlal Soni	NILL	20

## 6.4 – Financial Management and Resource Mobilization

### 6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institute has the budgetary control system to monitor the effective and efficient use of financial resources. Many reforms were brought in the financial administration of the institution. Financial committee headed by the principal and representations of the management, teaching staff and administrative staff will be sought budgetary requirements from various departments and cells. At the beginning of the academic year the annual budgets are prepared, reviewed and approved by the finance committee. The finance committee has fixed the limits of total recurring and non-recurring expenditures based on the income and resources of the institution. The institute regularly follows internal and external financial audit system. The institutional accounts are audited regularly by both internal and statutory audits. Qualified internal auditors have been permanently appointed and a team of staff under them verify all vouchers of the transactions that are carried out in each financial year. The internal auditor shall evaluate and confirm the effectiveness of internal system of accounting of the receipts. The internal auditor should verify that the fees are collected from all the students and if there is any concession, the same is granted by a person who is so authorized. The internal auditor should also ensure that the fees received in advance and fees receivable are properly accounted and irrecoverable fees are written-off under the authorization of the appropriate person. So far there has been no major objection in financial auditing, minor errors or omissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. The auditor verifies the income and expenditure details of the college as per the balance sheet and provisions stipulated by law. The external auditing is done by a Chartered Accountant, specially designated for this purpose. External audit is also carried out on an elaborate way on quarterly basis. All the audited statements for the past years are uploaded in college website to maintain transparency in financial matters

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NILL	0	NILL
<a href="#">View File</a>		

### 6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

### 6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	No	Null
Administrative	No	Null	No	Null

### 6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Motivate the students to participate in seminars and conferences 2. Motivate the students to take Government Exams 3. Moral development of the students

6.5.3 – Development programmes for support staff (at least three)

Gyansatra , Seminar , Conference

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Promotion of Research Planning of Innovation Club Planning to start G-Set classes

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Add on Course	18/07/2016	18/07/2016	31/07/2016	22
<a href="#">View File</a>					

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Helpline - 181	11/08/2017	11/08/2017	107	0
Women awareness of law day	12/08/2017	12/08/2017	60	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

LED LIGHTS IN THE CORRIDOR and CLASS ROOMS EARTH CONSERVATION AWARENESS

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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		community					
2016	Nill	Nill	Nill	Nill	NILL	NILL	Nill
<a href="#">View File</a>							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	18/06/2016	<p>Mobile phones must be switched off over the plinth area of the College. Students must wear their Identity Card visibly while inside the college campus. ?Chewing tobacco, gutkha , pan ,cigarette and intoxicating substance is strictly prohibited inside the college campus. ?The student is under an obligation to strictly adhere and follow the disciplinary rules and regulations of the Institute. Any student indulging in any act of indiscipline or misbehavior will be liable to strict disciplinary action. Students are prohibited from indulging in antiinstitutional, antinational, antisocial, communal, immoral or political expressions/activities within the Campus. ?Students should ensure regular attendance. ?Student is expected to be honest and sincere in all academic activities and with all the stakeholders. Students must be punctual and regular in attending classes, tutorials, class tests examinations etc. Failure to obtain the required attendance percentage, nonsubmission of assignments and unjustified absence from tests /examinations will be treated as breaching the code of conduct. Students should carefully</p>



follow the Notices put up on the Notice Board (both online and offline). No excuse will be considered if Notices on the Board are ignored. The right to access Girl's Common Room is reserved to girls.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NSS	17/02/2016	23/02/2016	100
NSS	19/03/2017	25/03/2017	100
NCC	12/07/2016	20/07/2016	20

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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

TREE PLANTATION PROGRAMME CLEAN AND GREEN CAMPUS PROGRAMME WASTE MANAGEMENT SYSTEM

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

The college has a rich tradition of three day lecture series "Gyan Satra." It is sponsored in the loving memory of Dr. Nathalal J. Shah. Dr. Nathalal J. Shah. "Gyan Satra" is organised every year for three days where three eminent scholars, poets, religious leaders. This "Gyansatra" is attended by the students, teachers, management office-bearers, and the guests in large numbers. It is organised every year. In 2016-17, the "Gyan Satra" was organised from 23/01/2017 to 25/01/2017. On the first day, trustee of "Kushthrog Seva Trust, Rajendranagar", Shri Sureshbhai Soni gave his valuable lecture on "Jina Isi Ka Naam Hai." On the second day, well known environment and human rights activist Maheshbhai Pandya gave his speech on "Climate change." On the third day, famous Gujarati novelist, Dr. Keshubhai Desai" gave his speech on "Future of Gujarati Language."

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://skshahartsmodasa.org/>

### 7.3 – Institutional Distinctiveness

#### 7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

This college is affiliated with HNGU Patan. The CBCS also provided a cafeteria type approach in which the students could take courses of their choice, learn at their own pace, undertake additional courses and acquire more than the required credits, while adopting an interdisciplinary approach to learning. The curriculum that was designed under autonomy followed an integrated approach, backed by the vision and mission of the institution. The mission of the institution is well integrated in the varied departments of the institution. Each Department has its mission that drives the curriculum design based on the Learning Outcome Curriculum Framework (LOCF). The mission of every department propels the desired programme outcomes (POs) and course outcome (COs) and has also eventually led to the development of a Learning Outcome Curriculum Framework (LOCF) document. The LOCF of each department are in sync with the

regional, national and global requirements. The institution adopted a step-by-step process in the development of the LOCF as follows

1. Curriculum Design ? Workshops involving experts on curriculum design was conducted for the faculty members. ? Establishment of the Governing Body, Academic Council and Board of Studies with a fair mix of academicians, industry experts and excelling alumni. ? Benchmarking trips to autonomous institutes of repute.
2. Programme and Course design The Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and the Course Outcome (COs) helped in the designing and development of the course. The course has its course objectives and course outcome which were clearly defined and measurable. The course design followed a step-by-step procedure ? Development of a course syllabus, pedagogy to be adopted and the assessment ? Discussion/deliberation and approval from the Board of Studies (BOS)/ Academic Council/ Governing Body through meetings.
3. Integration of LOCF: ? Development of a course syllabus, pedagogy to be adopted and the assessment in relation to LOCF ? Discussion/deliberation and approval from the Board of Studies (BOS)/ Academic Council/ Governing Body through meetings. Thus, the curriculum and the designed programme/course was based on the inputs provided at the various levels i.e. Board of Studies, Academic council and Governing body. Parvatibai Chowgule Institution developed a comprehensive curriculum that consists of four components in the curriculum a) Subject specialization b) Foundation courses c) Extra-Curricular and d) Internship. All of these ensures an ideal synchronization of the curriculum, the pedagogy and the assessment of the learning outcomes vis-à-vis the course/ programme outcome and mission of the department and institution based on local/national and global standards/needs. The engagements with varied stake holders ensure that the curriculum prepare the graduates/post graduates

Provide the weblink of the institution

<https://skshahartsmodasa.org/>

### **8.Future Plans of Actions for Next Academic Year**

In India, skill-based education is considered to be a vocational skill that is obtained through short-term training or courses not part of the formal education sector and which provides employment in informal sectors. Such skills are also a part of the government's Pradhan Mantri Kaushal Vikas Yojna (PMKVY) scheme, which aims to promote recognition and standardization. However expertise needs to be developed in the formal learning system as well. We shall start new add on skill oriented courses from next year. We shall organize seminars and conferences for the students to enhance their knowledge regarding current trends in the respective subjects. We shall organize expert lectures for the students of each subject to inform them about the latest development in their subjects. We Shall also motivate more and more students to join NSS and NCC.