



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Sheth L. H. Science College
• Name of the Head of the institution	Dr. J. R. Shukla
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02763270031
• Mobile No:	9427317456
• Registered e-mail	lhsciencemansa@gmail.com
• Alternate e-mail	jrshuklamansa@gmail.com
• Address	Opp. Bus Station, College Campus
• City/Town	Mansa
• State/UT	Gujarat
• Pin Code	382845
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	Gujarat University				
• Name of the IQAC Coordinator	Dr. K. M. Chavda				
• Phone No.					
• Alternate phone No.					
• Mobile	9879794937				
• IQAC e-mail address	iqaclhsciencemansa@gmail.com				
• Alternate e-mail address	lhsciencemansa@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))					
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://lhsciencemansa.org/wp-content/uploads/2023/07/Academic-Calendar-2020-21-L-H-Science-college-Mansa.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.04	2008	16/09/2008	16/09/2013
6. Date of Establishment of IQAC	01/07/2009				
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	Salary	Government of Gujarat	2021	31379259
Institutional 1	Adjustment Grant	Government of Gujarat	2021	231575
Institutional 1	NSS	Government of Gujarat	2021	5000
Institutional 1	Finishing School	Government of Gujarat	2021	200000
Institutional 1	Udisha Placement	Government of Gujarat	2021	50000
Institutional 1	Saptdhara	Government of Gujarat	2021	50000
Institutional 1	Eco Club	Government of Gujarat	2021	5000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File		
9.No. of IQAC meetings held during the year	2		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No		
<ul style="list-style-type: none"> If yes, mention the amount 			

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

1. Sanitization of the entire campus and sanitizer guns installed at various entry points in college. All the necessary equipment like thermometers, masks, sanitizers made available at all entry points.

2. July 2020 online admissions were done very efficiently.

3. Organised a online teaching and learning according to state Govt. guidelines with an efficient online time table.

4. e-content of the syllabus created by all the departments so as to facilitate better online teaching, learning.

5. During the year due to Covid-19 mostly online activities were arranged.

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
Academic Calender 2020-21	Academic Calender 2020-21 prepared as per Gujarat university calender.
IQAC meeting planned	Meetings held and minutes prepared.
Online participation of teaching staff	Teaching staff participated in various online seminars/FDP.
Organise online teaching due to Corona Pandemic	IQAC decided to organize and conduct online educational work in the interest of the students in the pandemic situation of Corona. To do this, create user ID passwords of all the students in the MS Team software and organize the educational work in a planned manner.
To handle the online academic activities properly	The institute makes Whatsapp group of teacher-students of each class to communicate easily. Aware and train students about online teaching technology. We also organized Training of teachers-students regarding Online examinations. A committe is formed to review the online teaching and online evaluation of students.
Student satisfaction survey	Conducting a student satisfaction survey.
To discuss the online Admission Process and online Fee collection for the next academic year.	The IQAC successfully implements online admission process and Online Fee collection done through Office Management Software.
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

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

15. Multidisciplinary / interdisciplinary

Sheth LH Science College, being an affiliated institution multidisciplinary courses under the syllabus pattern of Gujarat University. To strengthen the communicative skills of the students the college offers professional English course for all the streams of undergraduate.

16. Academic bank of credits (ABC):

As the college is affiliated to the Gujarat University and follows stated policies, it does not have liberty to access the Academic Bank of Credits by itself. The college is waiting for the university to lay down the procedure of initiating this process. As soon as it happens, college will register itself and begin the process.

17. Skill development:

The college conducts various certified courses which are aimed towards enhancing the skills & knowledge of learners, and eventually increasing their employability. The college has requested ISHA (Institute of Skill Development, Humanities & Academics) to undertake a career foundation programme, in which the orientation of each class is planned and is currently going on.

The diverse programmes such as National Service Scheme, NCC give the students varied opportunities to undertake responsibilities. Value Education, Life skills and College Women Development Cell support value-based education. All these programs inculcate positivity among students and enhance development of humanistic, ethical and several other human values. To develop the Constitutional and other human values the college celebrates a list of days like Independence Day, Republic Day, NCC day, NSS day, Teacher's day, Women's day, just to name a few.

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

The college celebrate several days significant to Indian culture. Hindi Bhasha Divas, Gujarati Bhasha Divas, Traditional days, which give students an opportunity to learn and enjoy the rich and diverse linguistic and regional culture of the nation.

Acquiring a bilingual teaching mode may be planned out if required by students. The college has already initiated a process to get feedback from

students in all programs if Bilingual mode of teaching is required.

Museum trips and heritage walks are conducted by college to acquaint students to the rich Indian heritage.

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

The college has a practice of assessing the outcomes of various courses that are part of various Programmes. This feedback is then used to make alterations in teaching learning and curriculum-based activities. The college also follows a system of obtaining feedback from its students and the changes obtained through the feedback process are involved. One of the significant outcomes of obtaining feedback taken from students, was the initiation of the certified courses. The college is affiliated to the Gujarat University and follow stated policies so the amount of changes that are made get limited.

20.Distance education/online education:

As a process of preparedness for National Education Policy, the college is working on preparing for an Open Distance Learning (ODL) system. As the college is affiliated, we must adhere to the directions of the Gujarat University and as and when the Gujarat University directs its affiliated colleges to start running their own ODLs, the college will initiate the process for the same as per the guidelines of the University.

Extended Profile

1.Programme

1.1 102

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

File Description	Documents
Data Template	View File

2.Student

2.1 125

Number of students during the year

File Description	Documents
Data Template	View File

2.2 74

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

File Description	Documents
Data Template	View File

2.3 127

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 14

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 0

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	102
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	125
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	74
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	127
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	14
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	0
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	7
Total number of Classrooms and Seminar halls	
4.2	22.18
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	24
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

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

- The University prepares an academic calendar that specifies the duration of the semester, the date of commencement and end of semesters. Choice Based Credit System (CBCS)/elective course system and Semester System have been implemented in all UG and PG courses offered by the College.
- At the beginning of the academic year, an Action Plan is prepared by the IQAC. Academic Calendar of College and Time Tables for all programmes are prepared. The Academic Calendar of College and Time Tables are Circulated on the WhatsApp group, Website, Facebook Page. Due to Corona pandemic, the teaching was arranged online through MS Team.

Starting of academic year HOD of each department arrange a departmental meeting regarding the Distribution of Syllabus to all faculty members. The department prepares Programme Outcomes and Learning Outcomes of the syllabus of each course. The modules and link of the syllabus of each course are displaying on the college website. Teachers prepare Teaching Plan as per the academic calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://lhsciencemansa.org/wp-content/uploads/2023/07/Academic-Calander-2020-21-L-H-Science-college-Mansa.pdf

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

- The College prepares its academic calendar accordance with University Academic Calendar at the beginning of the academic year.
- The objective behind the preparation of academic calendar is that there should be maximum working days to complete the syllabus and CIE.
- The academic activities and schedule of examinations is generally worked out according to the academic calendar.
- The College uploads academic calendar on college website. Further, it is displayed on the College notice board to enable the students to know well-in advance, the way programmes are going to be conducted.
- During the orientation of new students, they are informed about the academic calendar of the college and the CIE.
- The Principal conducts meeting with the HoDs and Staff regarding smooth implementation of the academic calendar.
- The HoDs also conduct departmental meetings and intimate their colleagues about conduct of CIE (Continuous Internal Evaluation). Out of the 30 internal marks of each course, 15 marks are given based on the unit tests and 15 marks are given based on assignments, seminars, attendance, workshops, projects, etc. The time of Internal Evaluation is mentioned clearly in the academic calendar. All the faculty members follow the academic calendar to complete their CIE task.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www1.gujaratuniversity.ac.in/data/pdfs/syllabus/Ordinances%20and%20Regulations%20B_Sc.pdf

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

0

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

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

0

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

0

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

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

The College affiliated to Gujarat University, Ahemdabad. The University designed curriculum, on the basis of gender, Environment and sustainability, human values and professional ethics. The core courses having ethical value will be a part of value education leading towards sensitizing the students on the value of life and preparing them for life. Gender equality is an important human right. Our constitution gives equal rights to man and woman apart from their gender. For that, NSS elective course is introduced in semester I which is compulsory course for all semester I students.

Environmental studies are very important nowadays. The need for sustainable development is key to the future of mankind.

Continuing problems of pollution, loss of forest, solid waste disposal, degradation of the environment, issues like economic productivity and national security, Global warming, the depletion of the ozone layer and loss of biodiversity have made everyone aware of environmental issues.

Following generic courses regarding Environment and Sustainability are introduced in our curriculum to educate UG students:

Bio-diversity, Environment Studies, Nano Technology and Natural Resource Management.

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

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

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

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

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

1.4 - Feedback System

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://lhsciencemansa.org/wp-content/uploads/2023/07/SSR-2020-21-1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

174

File Description	Documents
Any additional information	No File Uploaded
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

126

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The Institute is situated in a rural area. The process of admission is transparent and on merit basis. In each class, heterogeneous groups of students are admitted. Slow and Advanced learners are identified through:

Academic history/Parent feedback

Performance in class test

Performance in assignments

Aptitude test

Online Quiz

Counselling Orientation programme

Involvement in academic and curricular activities

Academic reports

Faculty feedback

Classroom/Lab involvement

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

Motivate to secure rank & distinction in University examination

Library facilities

Encourage to participate in seminars, assignment, workshop, Science Club and PPT presentation.

Recognition at various forums in terms of cash awards, medals, appreciation certificates, scholarships/awards and rewards.

The numerous intellectual and cultural programmes within and outside the campus provide exposure to develop their innate talents in organizing and it also serves as a platform for interaction and experiential learning.

They are motivated to plunge into competitive examinations like JEE, GRE, GPSC, UPSC, Staff Selection Commission, and other competitive exams.

Remedial Measures were taken for Disadvantaged Sections/Slow Learners:

Special Classes/attention

Simplified learning material

Personal counselling

Bridge courses for lateral entry students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
449	14

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

For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and

field work method, computer-assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods, especially in mathematics, where they teach mathematics as numerical solving. Also, some teachers use power point presentations and computer-based materials. For that, they use the lectures of you-tube to make learning interesting besides the conventional oral presenting methods. Some Student centric methods are given below:

Project methods: The project work stimulate student's interest on the subject and provide student an opportunities of freedom of thoughts and free exchange of different views. As per the requirement of syllabi, the project work is done in PG classes.

Interactive methods The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, educational games, debate competition, etc.

ICT Enabled Teaching: ICT enabled teaching includes Wi-Fi enabled class rooms, Language Lab, Smart Class rooms, etc. The institution adopts modern pedagogy to enhance teaching-learning process.

Experiential learning: Experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://lhsciencemansa.org/resources-others/

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

The Institute follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

1. In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to

expose the students for advanced knowledge and practical learning.

2. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.
3. Seminar hall is digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
4. WhatsApp group is used as platform to communicate, make announcements and share informations.

The following tools are used by institute:

1. Projectors are available in different classrooms/labs.
2. Desktops are arranged at Computer Lab and HOD cabins all over the campus.
3. Printers are installed at Labs, HOD Cabins and all prominent places.
4. Seminar Hall is equipped with all digital facilities.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://lhsciencemansa.org/resources-others/

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

13

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

2.4 - Teacher Profile and Quality

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

14

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

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

9

File Description	Documents
Any additional information	No File Uploaded
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

247

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.

In order to ensure rigor and transparency in the internal assessment, the examination committee is formed internally. The ratio of the weightage of marks in core compulsory subject is 70% through External Exam and 30% through continuous internal evaluation as per the university rule.

The systems of internal assessment notifications are communicated to the students well in time. The setting of question paper is done as per the university examination pattern. The facility of in-house printing of the question papers is available. Examination committee prepares the in-house printing schedule and the representative of the respective department remains present accordingly to maintain secrecy.

The CIE includes:

Assignments

Seminars

Projects

The respective faculty evaluates the test papers promptly, answer sheets are shown to all the students and answers are also discussed with the students. The rechecking/reassessment system in the internal examination is available.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. The seminar presentation improves the communication skills of the students which is very essential to

face the interviews.

File Description	Documents
Any additional information	View File
Link for additional information	https://www1.gujaratuniversity.ac.in/custom/pdfs/ug---pg-ordinances-and-regulations

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

The college has devised an efficient mechanism to deal with examination related grievances which is transparent in the pattern and conduction of CIE and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the Gujarat university while conducting internals and semester-end examinations.

At Collge Level: In case the students are dissatisfied with their result in the Internal test, they are allowed to apply for rechecking/reassessment by filling in a prescribed form along with the fees for the same. The answer sheets of such students are sent to the Head of the Department by the Principal/Examination Committee. The HOD gets the reassessment done and submitthe result along with his report to the Examination committee. If there is an improvement in the result, it is rectified soon.

At University Level:If a student is dissatisfied with result in the University Exam the process according to the rules of the University. Although the passing out final exams are conducted by the affiliating university and marks sheets and degree certificates are issued by the university The college appoints the examination committee, which takes complete responsibility along with the office staff to conduct the entire examination process smoothly. In order to get the results, marks sheets, and degree certificates from the university, the college has assigned designate office staff.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://result.gujaratuniversity.ac.in/

2.6 - Student Performance and Learning Outcomes

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

The BOS of affiliating university prepares the syllabus of each course of the subject. Syllabus of each course communicated to colleges and also available on the University website.

Starting of academic year HOD of each department arrange a departmental meeting regarding the Distribution of Syllabus to all faculty members. The department prepares Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (Cos). The POs, PSOs and COs and link of the syllabus of each programme and course are display on theCollege website and hence the students can access any time online. The college ensures that these POs, PSOs and COs are also communicated to the students through either providing aphotocopy or in any case it is dictated in the classrooms. The departments ensure that these POs, PSOs and COs are properly explained and made to understand in the orientationprogramme itself.

Besides these, each subject teacher makes sure that the outcomes are specially explained and notes on these are given so that the students are well informed.Besides these, the entire programmes and special lectures and discussion in the classroom teaching are centred aroundthese. Hence there is a continuous communication of the POs, PSOs and COs. outcomes are specially explained and notes on these are given so that the students are well informed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www1.gujaratuniversity.ac.in/custom/student/syllabus
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Direct Method :

In direct assessment, the course outcome is assessed through internal examinations and a final examination at the end of the semester. The questions for the internal examinations are framed in line with course outcomes and the attainment is assessed from

the answer scripts. The results of the final examinations are used to measure their attainment of POs and COs.

The overall Course Outcome is calculated by taking the average of percentage attainment of internal assessment and final examination. Computing all COs attainment enables the

assessment of POs attainment. Various Co-curricular activities such as seminars, workshops, book review, projects, assignments, etc. are also useful for the attainment of POs and COs.

Indirect Method :

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

Result analysis

Remedial Coaching

Student Counselling

Identification of weak learners

Identification of advanced learners

Feedback mechanism and action-taken report

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www1.gujaratuniversity.ac.in/custom/pdfs/ug---pg-ordinances-and-regulations

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

130

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

2.7 - Student Satisfaction Survey

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

<https://lhsciencemansa.org/student-feedback/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

0

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

3.2 - Research Publications and Awards

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

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

5

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Sheth L. H. Science college is actively and aggressively organizing and participating in various extension activities and outreach program to promote the Institute-Neighborhood community to sensitize the students towards community needs. We have active NSS (National Service Scheme) and NCC.

Self-discipline, loyalty, respect and patriotism is nurtured among the NCC students.

NSS conducts annual camp in the neighbouring villages for 7 days, which helps students to mingle with the village people to understand their lifestyles and needs better. Various activities enable the students to cultivate the much-needed traits like self-confidence, leadership, self-discipline, commitment and devotion, hard work and teamwork and the same qualities will help them to excel in academics as well. The students accumulate new knowledge, experience changes in their attitude and behaviour positively towards the socially deprived or oppressed.

All the significant days such as independence day, Republic Day, Environment day, Yoga Day, Teachers Day, women's day etc. are celebrated periodically to familiarize students with the value of our patriotism, ancestors and traditions.

Various generic courses regarding Environment and Sustainability have introduced our curriculum for UG students.

File Description	Documents
Paste link for additional information	https://lhsciencemansa.org/wp-content/uploads/2021/09/nss-annual-report-2020-21.pdf
Upload any additional information	No File Uploaded

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

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

0

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

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

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

0

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 last year (Data Template)	View File

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

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

collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

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)	View File

3.4 - Collaboration

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

1

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

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

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

0

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

The college has a beautiful huge campus with 33.66 acres of land. It has two separate buildings for administration and academic work.

The college is well equipped with the following teaching learning facilities:

The campus is Wi-Fi with 5 routers.

Each department has a well-equipped room with computer, printer and internet facility.

The institution has well-equipped seminar hall for various academic and co-curricular activities with 100 seating capacity.

A Computer Laboratory with 24 computers with LAN and internet facility, whiteboard, projector, etc.

The institution has well-equipped five science laboratories including three chemistry Labs, one Physics Lab and one Biology Lab. Apart from it a Biology Museum with various rare specimens. The College also has a Botanical garden.

The college has an adequate number of washrooms, NSS office, Girls common room, CWDC room, Community Hall and Water Facility.

The entire campus is under CCTV surveillance.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://lhsciencemansa.org/physical-infrastructure-2/

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. The College participated in almost all university-level sports competitions and performed well. Many students got selection for all-India inter-university competitions during the last five years. The college facilitated the sports persons who have selected for the inter-university team. Yoga and Meditation training sessions are conducted for both students and faculty. International Yoga Day is celebrated every year. The institution also organizes a session for meditation, relaxation techniques and stress management, such as laughter therapy. Facilities for outdoor and indoor sports and games that include kabaddi, badminton, volleyball, carrom and chess, gymnasium exist in the college campus.

To conduct cultural activities in the college, there is a cultural committee. This committee organizes many cultural programs including literacy events. Some interesting programs by the committee are debate, rangoli, painting, mehendi, quiz, model and poster making, essay writing, slogan writing, sangeet and drama preparation etc. The Saptdhara and Cultural Committee focus on polishing the skills of students, under the guidance of the faculty in charge.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://lhsciencemansa.org/sapt-dhara/

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

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://lhsciencemansa.org/resources-others/
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)**

22.18

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The college has a library committee to take care of the issues related to the Central Library. The principal is the Chairperson and the Librarian is the co-coordinator of the committee. All the Heads of the Department are the members of the committee. The Library Committee plays an important role in deciding the infrastructural requirements of the library, particularly with regard to purchasing of books, journals, software and providing

access of online journals to the Departments.

The details of the library are as follows:

Total seating capacity: Common Space-40 for Girls-20, for staff-10

Working hours (on working days): 10-30 A.M. to 5-00 P.M.

The College has a good collection of about 6450books. A good number of books and journals are added every year. The General Library subscribes Periodicals, Magazines and Research Journals and 4Newspapers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://lhsciencemansa.org/library/

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 D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.332

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College has successfully oriented the campus and office activities towards integrating IT into everyday activities. IT has been amalgamated into the college activities for improving the quality of teaching, learning and evaluation processes, and also for making the administrative processes user-friendly, efficient and transparent. The Administrative office is fully automated and OS and all clerks facilitated with computers, printers, barcode scanner, LAN, etc. It also facilitated with software like Office Management software, Online Scholarship Management Software, Feedback Management Software (Students, Alumni, employers & Parents), Online Examination Software, Online Admission & Fee Management Software, Library Web with OPAC, DMS with Offline Portal- Software etc.

The Computer Laboratory is developed having the facility of one (01) server, twenty four (24) computers in LAN with Internet Facility.

The Government Provided 40 Mbps Internet Facility under NAMO WiFi Scheme for Students. Each Faculty is given computer and internet facility. In Career Guidance Center, LAN, internet connection,

printer, photocopier facilities are available for the students.

The Laboratories are facilitated with computers, printers, internet and subjective/instrumental facilities. Smart Class are well equipped with LCD projectors, Interactive Boards, Audio System, internet facility.

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

4.3.2 - Number of Computers

24

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 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)

22.18

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.

Our college adopts a systematic procedure for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc. Every year each department gives a list of equipment, repairable or broken, called physical verification.

There are four employees for this purpose. They clean the campus on regular basis. They sanitize the classrooms, staffroom, seminar hall, laboratory and veranda. One employee look after the plants. Sweeper cleans all the 10 toilets daily. There are cleanliness captain nominated by NSS in each classrooms. The cleanliness captain reports if there is any dirty place in the campus. They also take part in the cleanliness awareness program held by NSS. Water purifier is maintained time-to-time.

Projectors, Computers, CCTVs, Wi-Fi and anti-virus etc. are maintained by a responsible officer from teaching staff. There is a technical officer for this purpose, under which the non-teaching staff and computer operator operates these items. If there is any mechanical or functional error in above academic and support facilities, the HoD has to write an application to the Principal for its maintenance.

Sarvodaya higher education society Maintains the college building time to time. It whitewashes and repairs some broken items if necessary.

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

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

195

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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**

0

File Description	Documents
Upload any additional information	No File Uploaded
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

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

30

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

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

5.2.2.1 - Number of outgoing student progression to higher education

49

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

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

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

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.**

0

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

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

Students are given exposure to involve in administrative, co-curricular and extracurricular activities by including them as members of the committees. They actively participate in committee meetings. The following is the list of Committees having student representation and engagement

Class Representatives: all classes have two students designated as class representatives. They are responsible for representing any issues related to academics/non-academics to concerned HoDs/Class teacher. Principal interacts with class representatives at least

once during the semester.

Cultural and Sports Committees: Students have strong representations in all cultural and sports committees. They help in organization and management of events.

Placement Committees: student members are important components in placement activities. Student members are being involved for coordinating the activities during placement drives at campus.

Internal Quality Assurance Cell:

NSS\NCC:

SC ST Cell:

Women' Cell

All the student members of the Student Council actively participate in other extension activities of the Institution such as NSS and NCC. They help arrange rallies, visits to old-age homes, jails, school for differently-abled children, cleaning college campus etc.

File Description	Documents
Paste link for additional information	https://lhsciencemansa.org/nss/
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

0

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

5.4 - Alumni Engagement

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

No, not yet. But we are looking forward to form alumni association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Vision and Mission of the Institution are given below:

- The vision is to prepare science graduates and post graduates, as youth, pursuing excellence, approaching life scientifically, behaving morally and discharging duties

responsibly towards the making of the state and the nation by equipping them with knowledge and skills of practical use.

- The mission is to impart scientific education as a great liberating and democratizing force, emancipating the youth as instruments for spreading it among the common men - an instrument for awakening.

To fulfil the Vision-Mission, the Institute has been promoting quality education to students from the rural area having diverse backgrounds and abilities are admitted. Their individual needs are properly addressed. The governance of the institution is always committed and eager to fulfil all the educational needs of this college located in a small village. The latest ICT tools and requirements needed to enrich the knowledge of teachers and students have been made available here. The College ensures the competency of staff and helps the faculty to develop continuously. In addition to regular education, highly qualified teachers of this organization are also doing innovative experiments in the teaching learning process.

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

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

The Governing authorities of Mandal take the lead in the governance and management of the institution. The Managerial Body and Executive committee of the management along with the Principal support day to day functioning of the Institution administration. The management inspires the staff members by its personal interaction during get together meetings and motivates the staff to give the best in the teaching assignments. Authority and executive members of Management are always available to guide us for the overall development of the Institute. They encourage and sanction funds to utilize the funds for different developmental activities of the college.

The college practices decentralization and participative management by constituting Institution level committees and assigning work to different committee members. Each committee is

headed by a convener and few members under the chairmanship of the Principal. The official notice is issued along with the guidelines defining the roles and responsibilities of the committees. The Principal constitutes different committees at the beginning of each academic year. These committees are-

IQAC

Admission Committee

Time-Table Committee

Library Committee

Finance Committee

Saptdhara

Career Guidance Centre

Grievance Redressal Committee

Cultural Committee

Sports Committee

Examination Committee

Anti-Ragging Committee

SC/ST/OBC Cell

Women Development Cell

NSS

NCC

Science Society

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 follows a formally stated policy. After accreditation by NAAC in 2008, the IQAC was constituted. The IQAC comprises of five senior faculty members of our college. This committee in consultation with the Principal heads of various departments and as per requirements of NAAC plans and deploys various policies that improve the quality in the institution. The policies and decisions are reviewed at the Principal's meeting with the Heads and corrective measures are taken if need be. Regular meetings of the Managerial body and IQAC are held.

The feedback system (From Students), IQAC Academic Audit Team visits the departments once in a Semester.

Regular visits of the Principal to the departments and interaction with heads of the departments Heads of the departments monitor the system of each department regularly. Faculty meet for feedback twice in a semester.

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

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

The Managerial Committee of Sarvodaya Higher Education Society, Mansa consist a President, two Vice-president, two Secretaries and other 12members 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. The Management also appointed Vice-principal, Administrative Coordinator, Campus Coordinator, Deputy Campus Director and for strengthening administrative and academic activities. The HOD of each department leads the academic and administrative work of the concerned department. 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. So, a well-defined hierarchy ultimately leads to holistic development of the students as well as smooth functioning of the institution. Offline meetings and online meetings are conducted keeping in view the nature of meeting. So, the end result are the learning outcomes of the students which are evident in University results and also in performance of the activities conducted by the institution.

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

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://lhsciencemansa.org/about-management/
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
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 Welfare measures provided by the institute for teaching and non-teaching staff are as under:

- Group insurance scheme like GSLI by the government for all permanent employees.
- Various kinds of leaves are available to teaching and non-teaching staff ,e.g.,vacation leave, Casual Leave, Earned Leave, Medical Leave, Maternity and Paternity Leave.
- There is a Registered Co-Operative Credit Society on the Campus, directed and managed by the staff. This credit society provides various services like deposit and loan to its shareholders up to a limit.
- Gratuities, Pension and all other such Government welfare schemes and measures are given to the staff.
- The class III & IV employees get the facility of Bonus once a year for the festival.
- The class IV employees get the benefit of uniform.
- First Aid Facility on the campus.
- Additional Facility of the Central Library, computer and laboratory are provided to teachers conducting research.
- Parking Facility.
- Free Wi-Fi facility throughout the college.
- Medical reimbursement Scheme: refunds the medical expenditure of employees and their Dependents.
- Sexual Harassment Policy: A Women's grievance redressal cell for addressing complaints regarding sexual harassment

Grievance Redressal Cell takes care of the complaints of the students as well as staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

0

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

1

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

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

- It is a mandatory process for every teacher to have the self-appraisal form furnished by College every year.In this stage, the teacher furnishes the form in such a manner that it sheds light on the activities pertinent to the creation and dissemination of knowledge apart from the teaching-learning process.
- The students get an opportunity to evaluate the performance of their teachers through an online questionnaire on website and Android App.
- The HOD, Faculty I/C, Vice-Principal and the Principal continuously monitor and evaluate the daily work of teacher throughout the year.
- It is mandatory for every non-teaching staff to have the self-appraisal form furnished by the college every year.
- The performance of the non-teaching staff of the college is also assessed through general online feedback form filled by the students, alumni and parents about the college.

The Principal and Administrative Advisor continuously monitor and evaluate the daily work of nonteaching staff throughout the year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The accounts are done by Tally software so authorities can monitor entries. There is a mechanism of checking, rechecking and crosschecking of accounts by the Accountant, Office Superintendent, Administrative Coordinator and Principal periodically.

Besides, an arrangement is made by the management for internal audit at least two times a year by C.H. Chalishazar & Co., Ahmedabad. In the case of spending of UGC grant, there is IQAC, Finance Committee and Library Committee. It finalizes the purchase of necessary equipment and books of the Institute. All purchases are done through a tender system. The state government periodically also does an external audit. The grant of state government is finalized only after the audit. The last government audit was done in September, 2021. There were no major objections raised by the auditor.

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

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

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

0

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

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

Mobilization of funds:

The sources of funds for the Institute are:

- The grant from State government
- The grant from UGC under various schemes
- Donations from Senior staff members and general public/community
- Supporting financial assistance from the Management of our College

Utilization Policy :

Financial resources are available through State Government, UGC and various fees from students which are utilized and monitored by the top management, Principal, Accountant & different committees.

- Funds generated from above sources are principally used as college Development, Fund for maintenance and for the overall development of the college.

All the expenditures are allocated according to the sections, namely Infrastructure maintenance, salaries of the staff, research incentives, staff welfare, student welfare, budget for the various events . Accounts of the institution are audited regularly and balance sheet and other financial statements drawn annually pre audit objections are taken care of and cleared. The Finance committee and the Board of Management reviews and passes the annual budget put forth in the committee meetings.

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

IQAC is one of the major policy making and implementing unit in our college. It strives hard for upgrading the college infrastructure and all support facilities to meet the standards of higher education and growing need of students. It assesses and suggests the parameters of quality education.

The college takes academic audit of each department and various committees every year through IQAC to increase and maintain the quality of education. Academic Audit Committee is set up for this purpose. At the beginning of academic session, the committee collects academic plan including innovative and best practices, assignment, ICT based activity, students competition. The Committee evaluated plan and the report of the committee was submitted to the IQAC and the same is put in the College Development Committee for discussion, suggestion and approval. Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving their curricular, co-curricular and extra cocurricular performances.

The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities i.e. Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, No Vehicle Day, Save Power, Awareness Programme on Renewable Energy and e- Waste Management.

The use of ICT tools has become an integral part in teaching -learning process. IQAC always encouraged teachers to utilize these tools in classroom teaching and laboratories.

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

. All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the Institute.

Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences.

Important announcements are made available on the notice board, whatsapp group and attendance and conduct of classes are monitored by the HODs.

Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback from students is also taken individually by teachers for their respective courses directly through IQAC.

The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Safety of girls is a top priority at every college campus. Nowadays, safe and supportive campus community is both an obligation and a challenge for college administrators and students. Institute should provide a comprehensive range of security amenities especially for girls within the premises, through a dedicated team of security personnel.

Women safety at any college campus is a serious concern now. This problem can only be solved through awareness and prevention programs, dialogue and action. So, following actions have been taken to ensure safety of the girl students

- 24 hour CCTV surveillance is maintained in the college. It helps to keep a check on antisocial activities.
- Our institute is located in a rural area, special measures are taken for security and safety. The campus is protected by a long compound wall. 24 hours of security is employed for the campus.
- The identity of any visitor to the college is first ascertained /checked by the watchman and then communicated to the college office.
- Anti-ragging Cell: Ragging in any form is strictly prohibited inside the college campus and hostel.
- A Women Development Cell also plays role actively to address the issues of all the female students in the college.
- Regular teachers of the college are appointed as mentors for counselling of students. Each mentor is allotted a group of 20-25 students.

File Description	Documents
Annual gender sensitization action plan	https://lhsciencemansa.org/cwdc/
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://lhsciencemansa.org/anti-ragging-cell/

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

E. None of the above

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

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

SOLID WASTE MANAGEMENT:

- Each classroom/staffroom/office/library is provided with dustbin, which is regularly emptied. Most of all the solid waste is biodegradable and in the form of leaf and papers which thrown into the dug pit and converted into natural fertilizer by providing a suitable environment.
- Proper maintenance of infrastructure and timely repair of furniture is done to minimize solid waste.
- Used papers and newspapers are sold for recycling.
- The college canteen strictly sees that any kind of nonbiodegradable materials is not used for its functioning.

LIQUID WASTE MANAGEMENT:

The waste water is carried out through the pipeline.to Khalkuva (Under Ground Well).

Biomedical Waste Management:

- There is no biomedical waste management system in the college

E-WASTE MANAGEMENT:

- Electronic gadgets are repaired for minor defects by our lab technicians to ensure its optimum utilization. E-waste handover to the certified Agency.

Waste recycling system-

- There is no system of Waste recycling in the college. However, there is a rain water harvesting system in the college.

Hazardous chemicals and radioactive waste management:

- Campus is free from any kind of radioactive waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://lhsciencemansa.org/physical-infrastructure-2/
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus C. Any 2 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: C. Any 2 of the above

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

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the D. Any 1 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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

D. Any 1 of the above

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

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

To build a nation of youth who are noble in their attitude and

morally responsible, the college organizes and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony.

The college and its teacher and staff jointly celebrate the cultural and regional festivals, like New-year's day, teacher's day, orientation and farewell program, oath, plantation, Women's day, Yoga day, republic day, independence day, and also festivals like Navratra celebration, Basant pooja. Students also participate in different sports activities organized inside the college and at university.

Motivational lectures of eminent persons are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration.

In this way the institute's initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

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

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

The Constitution of India assigns high values and responsibilities on citizens viz. respect for the National Flag and the National Anthem, uphold and protect the sovereignty, unity, and integrity of the country, render national service when called upon, promote harmony and the spirit of common brotherhood, value and preserve the rich heritage and environment of the country, safeguard public property, and promote education.

The college promotes quality education with utilization of full human potential towards building equitable and responsible individuals of a strong nation.

Academic and extra academic environment in the campus gives opportunity to the students to face challenges of the world while adhering to ethics and cultural values of our diverse nation. Students, right from the time of their admission are encouraged to learn about and abide by duties and responsibilities of citizens. Students are routinely sensitized about the need for protection of environment through numerous programmes carried out throughout the year for cleanliness and tree plantation.

List of various activities:

- Republic Day and Independence Day celebration
- Foundation Day of NSS
- Celebration of Constitution day
- Celebration of International Yoga Day
- Service to Society - through NSS camp
- Gandhi Jayanti and Ambedkar Jayanti
- competitions like debate, essay writing, poetry, etc.
- The faculty and staff of the institute regularly go on various election duties like parliamentary, assembly and municipality elections.

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

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

4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

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

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

Institution celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

- Republic day- The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world.
- Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.
- Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi.
- International Yoga day is celebrated on 21st June every year.
- Organize the Teachers' Day every year on September 5 in memory of Dr. S. Radha Krishnan, former President of India.

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

7.2 - Best Practices

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

BEST PRACTICE-1

TITLE: ONLINE TEACHING DUE TO CORONA PANDEMIC

Due to Covid-19 pandemic and the challenge was to establish a set up for online mode of teaching-learning. It was an unprecedented event entailing a set of newer challenges. Government of Gujarat provided the facility of Microsoft Teams and to learn all intricacies of the app was a challenge for teachers who were mostly accustomed to class-room teaching. It was challenging to train students of the rural area on uses of Microsoft Teams. Gradually, online teaching-learning became an everyday practice both for the faculty and the students. The senior faculty members also ardently got involved and also enjoyed online teaching. The students also welcomed online teaching keeping in view the pandemic situation.

BEST PRACTICE-2

TITLE: Online Internal Exam through MS Teams

Every Department prepared online Tests through MS Teams and successfully conducted online Internal Exam both at Undergraduate Level and Post-Graduate Level. The results were downloaded from MS Teams report and converted from excel sheet into college marksheet and were submitted to Gujarat University. The most important thing is that those students whose parents and relatives were afflicted with Covid could take online exam from home and could get relieved of the burden of coming to college for offline exam mode. Online Internal Exam ensured their safety as such a big mass of students could mutually get affected in pandemic situation. Almost all

students successfully took online Internal Exam of each of their respective courses.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

It is our basic mission to nurture a scientific approach among students to fulfil the organization's Vision. The institution is constantly striving to enhance the use of science & technology and to develop a scientific approach among rural students and people. Through the implantation of a scientific approach, this organization contributes to the development of society and the country and makes it unique. The institution has always preferred the use of science, technology and scientific approaches in its educational, administrative and other activities. During the pandemic the regular academic work was done through MS Team software given by State Government. The internal examinations were successfully conducted through the college's online software. The curricular, co-curricular and extra-curricular activities were also organized online through MS Team. Videos of several subjects were uploaded online during the year by the teachers of the institute. The practical work was also demonstrated by the teachers through video lectures. Through Mansa College Android App and INTRANET facilities, the students made available various instructions/notices, study materials, university exam papers, video lectures and online objective quiz for 15 subjects. Using PPT through the use of ICT in educational work, most of the organization's teachers make the learning process more interesting and easier.

The entire admission process and fee collection of the college was also done online through the software of the college.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

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

- The University prepares an academic calendar that specifies the duration of the semester, the date of commencement and end of semesters. Choice Based Credit System (CBCS)/elective course system and Semester System have been implemented in all UG and PG courses offered by the College.
- At the beginning of the academic year, an Action Plan is prepared by the IQAC. Academic Calendar of College and Time Tables for all programmes are prepared. The Academic Calendar of College and Time Tables are Circulated on the WhatsApp group, Website, Facebook Page. Due to Corona pandemic, the teaching was arranged online through MS Team.

Starting of academic year HOD of each department arrange a departmental meeting regarding the Distribution of Syllabus to all faculty members. The department prepares Programme Outcomes and Learning Outcomes of the syllabus of each course. The modules and link of the syllabus of each course are displaying on the college website. Teachers prepare Teaching Plan as per the academic calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://lhsciencemansa.org/wp-content/uploads/2023/07/Academic-Calander-2020-21-L-H-Science-college-Mansa.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of

Continuous Internal Evaluation (CIE)

- The College prepares its academic calendar accordance with University Academic Calendar at the beginning of the academic year.
- The objective behind the preparation of academic calendar is that there should be maximum working days to complete the syllabus and CIE.
- The academic activities and schedule of examinations is generally worked out according to the academic calendar.
- The College uploads academic calendar on college website. Further, it is displayed on the College notice board to enable the students to know well-in advance, the way programmes are going to be conducted.
- During the orientation of new students, they are informed about the academic calendar of the college and the CIE.
- The Principal conducts meeting with the HoDs and Staff regarding smooth implementation of the academic calendar.
- The HoDs also conduct departmental meetings and intimate their colleagues about conduct of CIE (Continuous Internal Evaluation). Out of the 30 internal marks of each course, 15 marks are given based on the unit tests and 15 marks are given based on assignments, seminars, attendance, workshops, projects, etc. The time of Internal Evaluation is mentioned clearly in the academic calendar. All the faculty members follow the academic calendar to complete their CIE task.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www1.gujaratuniversity.ac.in/data/pdfs/syllabus/Ordinances%20and%20Regulations%20B_Sc.pdf

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

C. Any 2 of the above

Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
2	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	

0

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

0

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

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

The College affiliated to Gujarat University, Ahemdabad. The University designed curriculum, on the basis of gender, Environment and sustainability, human values and professional ethics. The core courses having ethical value will be a part of value education leading towards sensitizing the students on the value of life and preparing them for life. Gender equality is an important human right. Our constitution gives equal rights to man and woman apart from their gender. For that, NSS elective course is introduced in semester I which is compulsory course for all semester I students.

Environmental studies are very important nowadays. The need for sustainable development is key to the future of mankind.

Continuing problems of pollution, loss of forest, solid waste disposal, degradation of the environment, issues like economic productivity and national security, Global warming, the depletion of the ozone layer and loss of biodiversity have made everyone aware of environmental issues.

Following generic courses regarding Environment and Sustainability are introduced in our curriculum to educate UG students:

Bio-diversity, Environment Studies, Nano Technology and Natural Resorce Management.

The curriculum designed to address create awareness in students

towards realizing self and effect of right understanding, to lead a practical life adding values to Haman relations and also fulfilling social responsibility.

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

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

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

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

1.4 - Feedback System

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://lhsciencemansa.org/wp-content/uploads/2023/07/SSR-2020-21-1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

174

File Description	Documents
Any additional information	No File Uploaded
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

126

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The Institute is situated in a rural area. The process of admission is transparent and on merit basis. In each class, heterogeneous groups of students are admitted. Slow and Advanced learners are identified through:

Academic history/Parent feedback

Performance in class test

Performance in assignments

Aptitude test

Online Quiz

Counselling Orientation programme

Involvement in academic and curricular activities

Academic reports

Faculty feedback**Classroom/Lab involvement**

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

Motivate to secure rank & distinction in University examination

Library facilities

Encourage to participate in seminars, assignment, workshop, Science Club and PPT presentation.

Recognition at various forums in terms of cash awards, medals, appreciation certificates, scholarships/awards and rewards.

The numerous intellectual and cultural programmes within and outside the campus provide exposure to develop their innate talents in organizing and it also serves as a platform for interaction and experiential learning.

They are motivated to plunge into competitive examinations like JEE, GRE, GPSC, UPSC, Staff Selection Commission, and other competitive exams.

Remedial Measures were taken for Disadvantaged Sections/Slow Learners:

Special Classes/attention**Simplified learning material****Personal counselling****Bridge courses for lateral entry students.**

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
449	14

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

For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, project and field work method, computer-assisted method, experiment method etc. Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods, especially in mathematics, where they teach mathematics as numerical solving. Also, some teachers use power point presentations and computer-based materials. For that, they use the lectures of you-tube to make learning interesting besides the conventional oral presenting methods. Some Student centric methods are given below:

Project methods: The project work stimulate student's interest on the subject and provide student an opportunities of freedom of thoughts and free exchange of different views. As per the requirement of syllabi, the project work is done in PG classes.

Interactive methods The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, educational games, debate competition, etc.

ICT Enabled Teaching: ICT enabled teaching includes Wi-Fi enabled class rooms, Language Lab, Smart Class rooms, etc. The institution adopts modern pedagogy to enhance teaching-learning process.

Experiential learning: Experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://lhsciencemansa.org/resources-others/

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

The Institute follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

1. In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for advanced knowledge and practical learning.
2. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.
3. Seminar hall is digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
4. WhatsApp group is used as platform to communicate, make announcements and share informations.

The following tools are used by institute:

1. Projectors are available in different classrooms/labs.
2. Desktops are arranged at Computer Lab and HOD cabins all over the campus.
3. Printers are installed at Labs, HOD Cabins and all prominent places.
4. Seminar Hall is equipped with all digital facilities.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://lhsciencemansa.org/resources-others/

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

13

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

2.4 - Teacher Profile and Quality

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

14

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

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

9

File Description	Documents
Any additional information	No File Uploaded
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

247

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.

In order to ensure rigor and transparency in the internal assessment, the examination committee is formed internally. The ratio of the weightage of marks in core compulsory subject is 70% through External Exam and 30% through continuous internal evaluation as per the university rule.

The systems of internal assessment notifications are communicated to the students well in time. The setting of question paper is done as per the university examination pattern. The facility of in-house printing of the question papers is available. Examination committee prepares the in-house printing schedule and the representative of the respective department remains present accordingly to maintain secrecy.

The CIE includes:

Assignments**Seminars****Projects**

The respective faculty evaluates the test papers promptly, answer sheets are shown to all the students and answers are also discussed with the students. The rechecking/reassessment system in the internal examination is available.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. The seminar presentation improves the communication skills of the students which is very essential to face the interviews.

File Description	Documents
Any additional information	View File
Link for additional information	https://www1.gujaratuniversity.ac.in/custom/pdfs/ug---pg-ordinances-and-regulations

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

The college has devised an efficient mechanism to deal with examination related grievances which is transparent in the pattern and conduction of CIE and rectification of grievances is time bound. The college follows strictly the guidelines and rules issued by the Gujarat university while conducting internals and semester-end examinations.

At Collge Level: In case the students are dissatisfied with their result in the Internal test, they are allowed to apply for rechecking/reassessment by filling in a prescribed form along with the fees for the same. The answer sheets of such students are sent to the Head of the Department by the Principal/Examination Committee. The HOD gets the reassessment done and submitthe result along with his report to the Examination committee. If there is an improvement in the result, it is rectified soon.

At University Level: If a student is dissatisfied with result in the University Exam the process according to the rules of the University. Although the passing out final exams are conducted by the affiliating university and marks sheets and degree certificates are issued by the university The college appoints the examination committee, which takes complete responsibility along with the office staff to conduct the entire examination process smoothly. In order to get the results, marks sheets, and degree certificates from the university, the college has assigned designate office staff.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://result.gujaratuniversity.ac.in/

2.6 - Student Performance and Learning Outcomes

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

The BOS of affiliating university prepares the syllabus of each course of the subject. Syllabus of each course communicated to colleges and also available on the University website.

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

Besides these, each subject teacher makes sure that the outcomes are specially explained and notes on these are given so that the students are well informed. Besides these, the entire programmes and special lectures and discussion in the classroom teaching are centred around these. Hence there is a continuous communication of the POs, PSOs and COs. outcomes are specially explained and notes on these are given so that the

students are well informed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www1.gujaratuniversity.ac.in/custom/student/syllabus
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Direct Method :

In direct assessment, the course outcome is assessed through internal examinations and a final examination at the end of the semester. The questions for the internal examinations are framed in line with course outcomes and the attainment is assessed from the answer scripts. The results of the final examinations are used to measure their attainment of POs and COs.

The overall Course Outcome is calculated by taking the average of percentage attainment of internal assessment and final examination. Computing all COs attainment enables the

assessment of POs attainment. Various Co-curricular activities such as seminars, workshops, book review, projects, assignments, etc. are also useful for the attainment of POs and COs.

Indirect Method :

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

Result analysis

Remedial Coaching

Student Counselling

Identification of weak learners

Identification of advanced learners

Feedback mechanism and action-taken report

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://ww1.gujaratuniversity.ac.in/custom/pdfs/ug---pg-ordinances-and-regulations

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**

130

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

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**<https://lhsciencemansa.org/student-feedback/>**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

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

0

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

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

0

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

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

0

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

3.2 - Research Publications and Awards

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

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

5

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Sheth L. H. Science college is actively and aggressively organizing and participating in various extension activities

and outreach program to promote the Institute-Neighborhood community to sensitize the students towards community needs. We have active NSS (National Service Scheme) and NCC.

Self-discipline, loyalty, respect and patriotism is nurtured among the NCC students.

NSS conducts annual camp in the neighbouring villages for 7 days, which helps students to mingle with the village people to understand their lifestyles and needs better. Various activities enable the students to cultivate the much-needed traits like self-confidence, leadership, self-discipline, commitment and devotion, hard work and teamwork and the same qualities will help them to excel in academics as well. The students accumulate new knowledge, experience changes in their attitude and behaviour positively towards the socially deprived or oppressed.

All the significant days such as independence day, Republic Day, Environment day, Yoga Day, Teachers Day, women's day etc. are celebrated periodically to familiarize students with the value of our patriotism, ancestors and traditions.

Various generic courses regarding Environment and Sustainability have introduced our curriculum for UG students.

File Description	Documents
Paste link for additional information	https://lhsciencemansa.org/wp-content/uploads/2021/09/nss-annual-report-2020-21.pdf
Upload any additional information	No File Uploaded

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

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

0

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

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

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

0

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 last year (Data Template)	View File

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

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

0

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)	View File

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

1

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

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

0

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

The college has a beautiful huge campus with 33.66 acres of land. It has two separate buildings for administration and academic work.

The college is well equipped with the following teaching learning facilities:

The campus is Wi-Fi with 5routers.

Each department has a well-equipped room with computer, printer and internet facility.

The institution has well-equipped seminar hall for various academic and co-curricular activities with 100 seating capacity.

A Computer Laboratory with 24computers with LAN and internet facility, whiteboard,projector, etc.

The institution has well-equipped fivescience laboratories includingthreechemistry Labs, one Physics Lab andone Biology Lab. Apart from it aBiology Museum with various rare specimens. The College also has a Botanical garden.

The college has an adequate number of washrooms, NSS office, Girls common room, CWDC room, Community Hall and Water Facility.

The entire campus is under CCTV surveillance.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://lhsciencemansa.org/physical-infrastructure-2/

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. The College participated in almost all university-level sports competitions and performed well. Many students got selection for all-India inter-university competitions during the last five years. The college facilitated the sports persons who have selected for the inter-university team. Yoga and Meditation training sessions are conducted for both students and faculty. International Yoga Day is celebrated every year. The institution also organizes a session for meditation, relaxation

techniques and stress management, such as laughter therapy. Facilities for outdoor and indoor sports and games that include kabaddi, badminton, volleyball, carrom and chess, gymnasium exist in the college campus.

To conduct cultural activities in the college, there is a cultural committee. This committee organizes many cultural programs including literacy events. Some interesting programs by the committee are debate, rangoli, painting, mehendi, quiz, model and poster making, essay writing, slogan writing, sangeet and drama preparation etc. The Saptdhara and Cultural Committee focus on polishing the skills of students, under the guidance of the faculty in charge.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://lhsciencemansa.org/sapt-dhara/

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

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://lhsciencemansa.org/resources-others/
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)

22.18	
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)	
<p>The college has a library committee to take care of the issues related to the Central Library. The principal is the Chairperson and the Librarian is the co-coordinator of the committee. All the Heads of the Department are the members of the committee. The Library Committee plays an important role in deciding the infrastructural requirements of the library, particularly with regard to purchasing of books, journals, software and providing access of online journals to the Departments.</p> <p>The details of the library are as follows:</p> <p>Total seating capacity: Common Space-40 for Girls-20, for staff-10</p> <p>Working hours (on working days): 10-30 A.M. to 5-00 P.M.</p> <p>The College has a good collection of about 6450books. A good number of books and journals are added every year. The General Library subscribes Periodicals, Magazines and Research Journals and 4Newspapers.</p>	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://lhsciencemansa.org/library/

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	D. Any 1 of the above
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File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.332

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College has successfully oriented the campus and office activities towards integrating IT into everyday activities. IT has been amalgamated into the college activities for improving the quality of teaching, learning and evaluation processes, and also for making the administrative processes user-friendly, efficient and transparent. The Administrative office is fully automated and OS and all clerks facilitated with computers, printers, barcode scanner, LAN, etc. It also facilitated with software like Office Management software, Online Scholarship Management Software, Feedback Management Software (Students, Alumni, employers & Parents), Online Examination Software, Online Admission & Fee Management Software, Library Web with OPAC, DMS with Offline Portal- Software etc.

The Computer Laboratory is developed having the facility of one (01) server, twenty four (24) computers in LAN with Internet Facility.

The Government Provided 40 Mbps Internet Facility under NAMO WiFi Scheme for Students. Each Faculty is given computer and internet facility. In Career Guidance Center, LAN, internet connection, printer, photocopier facilities are available for the students.

The Laboratories are facilitated with computers, printers, internet and subjective/instrumental facilities. Smart Class are well equipped with LCD projectors, Interactive Boards, Audio System, internet facility.

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

4.3.2 - Number of Computers

24

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 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)

22.18

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.

Our college adopts a systematic procedure for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc. Every year each department gives a list of equipment, repairable or broken, called physical verification.

There are four employees for this purpose. They clean the campus on regular basis. They sanitize the classrooms, staffroom, seminar hall, laboratory and veranda. One employee look after the plants. Sweeper cleans all the 10 toilets daily. There are cleanliness captain nominated by NSS in each classrooms. The cleanliness captain reports if there is any dirty place in the campus. They also take part in the cleanliness awareness program held by NSS. Water purifier is maintained time-to-time.

Projectors, Computers, CCTVs, Wi-Fi and anti-virus etc. are maintained by a responsible officer from teaching staff. There is a technical officer for this purpose, under which the non-teaching staff and computer operator operates these items. If there is any mechanical or functional error in above academic and support facilities, the HoD has to write an application to the Principal for its maintenance.

Sarvodaya higher education society Maintains the college building time to time. It whitewashes and repairs some broken items if necessary.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

195

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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

0

File Description	Documents
Upload any additional information	No File Uploaded
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

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	C. Any 2 of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

30

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

49

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.**

0

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

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

Students are given exposure to involve in administrative, co-curricular and extracurricular activities by including them as members of the committees. They actively participate in committee meetings. The following is the list of Committees having student representation and engagement

Class Representatives: all classes have two students designated as class representatives. They are responsible for representing any issues related to academics/non-academics to concerned HoDs/Class teacher. Principal interacts with class representatives at least once during the semester.

Cultural and Sports Committees: Students have strong representations in all cultural and sports committees. They help in organization and management of events.

Placement Committees: student members are important components in placement activities. Student members are being involved for coordinating the activities during placement drives at campus.

Internal Quality Assurance Cell:

NSS\NCC:

SC ST Cell:

Women' Cell

All the student members of the Student Council actively participate in other extension activities of the Institution such as NSS and NCC. They help arrange rallies, visits to old-age homes, jails, school for differently-abled children, cleaning college campus etc.

File Description	Documents
Paste link for additional information	https://lhsciencemansa.org/nss/
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

0

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

5.4 - Alumni Engagement

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

No, not yet. But we are looking forward to form alumni association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The Vision and Mission of the Institution are given below:</p> <ul style="list-style-type: none"> • The vision is to prepare science graduates and post graduates, as youth, pursuing excellence, approaching life scientifically, behaving morally and discharging duties responsibly towards the making of the state and the nation by equipping them with knowledge and skills of practical use. • The mission is to impart scientific education as a great liberating and democratizing force, emancipating the youth as instruments for spreading it among the common men - an instrument for awakening. <p>To fulfil the Vision-Mission, the Institute has been promoting quality education to students from the rural area having diverse backgrounds and abilities are admitted. Their individual needs are properly addressed. The governance of the institution is always committed and eager to fulfil all the educational needs of this college located in a small village. The latest ICT tools and requirements needed to enrich the knowledge of teachers and students have been made available here. The College ensures the competency of staff and helps the faculty to develop continuously. In addition to regular education, highly qualified teachers of this organization are also doing innovative experiments in the teaching learning process.</p>	

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

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

The Governing authorities of Mandal take the lead in the governance and management of the institution. The Managerial Body and Executive committee of the management along with the Principal support day to day functioning of the Institution administration. The management inspires the staff members by its personal interaction during get together meetings and motivates the staff to give the best in the teaching assignments. Authority and executive members of Management are always available to guide us for the overall development of the Institute. They encourage and sanction funds to utilize the funds for different developmental activities of the college.

The college practices decentralization and participative management by constituting Institution level committees and assigning work to different committee members. Each committee is headed by a convener and few members under the chairmanship of the Principal. The official notice is issued along with the guidelines defining the roles and responsibilities of the committees. The Principal constitutes different committees at the beginning of each academic year. These committees are-

IQAC

Admission Committee

Time-Table Committee

Library Committee

Finance Committee

Saptdhara

Career Guidance Centre

Grievance Redressal Committee

Cultural Committee

Sports Committee

Examination Committee

Anti-Ragging Committee

SC/ST/OBC Cell

Women Development Cell

NSS

NCC

Science Society

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 follows a formally stated policy. After accreditation by NAAC in 2008, the IQAC was constituted. The IQAC comprises of five senior faculty members of our college. This committee in consultation with the Principal heads of various departments and as per requirements of NAAC plans and deploys various policies that improve the quality in the institution. The policies and decisions are reviewed at the Principal's meeting with the Heads and corrective measures are taken if need be. Regular meetings of the Managerial body and IQAC are held.

The feedback system (From Students), IQAC Academic Audit Team visits the departments once in a Semester.

Regular visits of the Principal to the departments and interaction with heads of the departments Heads of the departments monitor the system of each department regularly. Faculty meet for feedback twice in a semester.

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

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

The Managerial Committee of Sarvodaya Higher Education Society, Mansa consist a President, two Vice-president, two Secretaries and other 12members 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. The Management also appointed Vice-principal, Administrative Coordinator, Campus Coordinator, Deputy Campus Director and for strengthening administrative and academic activities. The HOD of each department leads the academic and administrative work of the concerned department. 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. So, a well-defined hierarchy ultimately leads to holistic development of the students as well as smooth functioning of the institution. Offline meetings and online meetings are conducted keeping in view the nature of meeting. So, the end result are the learning outcomes of the students which are evident in University results and also in performance of the activities conducted by the institution.

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

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://lhsciencemansa.org/about-management/
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
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 Welfare measures provided by the institute for teaching and non-teaching staff are as under:

- Group insurance scheme like GSLI by the government for all permanent employees.
- Various kinds of leaves are available to teaching and non-teaching staff ,e.g.,vacation leave, Casual Leave, Earned Leave, Medical Leave, Maternity and Paternity Leave.
- There is a Registered Co-Operative Credit Society on the Campus, directed and managed by the staff. This credit society provides various services like deposit and loan to its shareholders up to a limit.
- Gratuities, Pension and all other such Government welfare schemes and measures are given to the staff.
- The class III & IV employees get the facility of Bonus

once a year for the festival.

- The class IV employees get the benefit of uniform.
- First Aid Facility on the campus.
- Additional Facility of the Central Library, computer and laboratory are provided to teachers conducting research.
- Parking Facility.
- Free Wi-Fi facility throughout the college.
- Medical reimbursement Scheme: refunds the medical expenditure of employees and their Dependents.
- Sexual Harassment Policy: A Women's grievance redressal cell for addressing complaints regarding sexual harassment

Grievance Redressal Cell takes care of the complaints of the students as well as staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

0

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

1

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The college has an effective performance appraisal system for

both teaching and non-teaching staff. For assessing teaching performance , the evaluation indicators are academic excellence gained by the students, learning the outcome of the students and the API scores of the faculty. For non-teaching staff, the indicators are efficiency and time-bound of completion of tasks.

- It is a mandatory process for every teacher to have the self-appraisal form furnished by College every year. In this stage, the teacher furnishes the form in such a manner that it sheds light on the activities pertinent to the creation and dissemination of knowledge apart from the teaching-learning process.
- The students get an opportunity to evaluate the performance of their teachers through an online questionnaire on website and Android App.
- The HOD, Faculty I/C, Vice-Principal and the Principal continuously monitor and evaluate the daily work of teacher throughout the year.
- It is mandatory for every non-teaching staff to have the self-appraisal form furnished by the college every year.
- The performance of the non-teaching staff of the college is also assessed through general online feedback form filled by the students, alumni and parents about the college.

The Principal and Administrative Advisor continuously monitor and evaluate the daily work of nonteaching staff throughout the year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The accounts are done by Tally software so authorities can monitor entries. There is a mechanism of checking, rechecking and crosschecking of accounts by the Accountant, Office Superintendent, Administrative Coordinator and Principal periodically.

Besides, an arrangement is made by the management for internal audit at least two times a year by C.H. Chalishazar & Co., Ahmedabad. In the case of spending of UGC grant, there is IQAC, Finance Committee and Library Committee. It finalizes the purchase of necessary equipment and books of the Institute. All purchases are done through a tender system. The state government periodically also does an external audit. The grant of state government is finalized only after the audit. The last government audit was done in September, 2021. There were no major objections raised by the auditor.

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

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

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

0

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

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

Mobilization of funds:

The sources of funds for the Institute are:

- The grant from State government
- The grant from UGC under various schemes
- Donations from Senior staff members and general public/community

- Supporting financial assistance from the Management of our College

Utilization Policy :

Financial resources are available through State Government, UGC and various fees from students which are utilized and monitored by the top management, Principal, Accountant & different committees.

- Funds generated from above sources are principally used as college Development, Fund for maintenance and for the overall development of the college.

All the expenditures are allocated according to the sections, namely Infrastructure maintenance, salaries of the staff, research incentives, staff welfare, student welfare, budget for the various events . Accounts of the institution are audited regularly and balance sheet and other financial statements drawn annually pre audit objections are taken care of and cleared. The Finance committee and the Board of Management reviews and passes the annual budget put forth in the committee meetings.

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

IQAC is one of the major policy making and implementing unit in our college. It strives hard for upgrading the college infrastructure and all support facilities to meet the standards of higher education and growing need of students. It assesses and suggests the parameters of quality education.

The college takes academic audit of each department and various committees every year through IQAC to increase and maintain the quality of education. Academic Audit Committee is set up for this purpose. At the beginning of academic session, the committee collects academic plan including innovative and best

practices, assignment, ICT based activity, students competition. The Committee evaluated plan and the report of the committee was submitted to the IQAC and the same is put in the College Development Committee for discussion, suggestion and approval. Due to implementation of such academic audit, it is found out that all departments and committees have been constantly improving their curricular, co-curricular and extra cocurricular performances.

The IQAC proposed to initiate various green practices to maintain eco-friendly college campus through the activities i.e. Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus, No Vehicle Day, Save Power, Awareness Programme on Renewable Energy and e- Waste Management.

The use of ICT tools has become an integral part in teaching -learning process. IQAC always encouraged teachers to utilize these tools in classroom teaching and laboratories.

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

. All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the Institute.

Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences.

Important announcements are made available on the notice board, whatsapp group and attendance and conduct of classes are monitored by the HODs.

Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback from students is also taken individually by teachers for their respective courses directly through IQAC.

The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Safety of girls is a top priority at every college campus. Nowadays, safe and supportive campus community is both an obligation and a challenge for college administrators and students. Institute should provide a comprehensive range of security amenities especially for girls within the premises, through a dedicated team of security personnel.

Women safety at any college campus is a serious concern now. This problem can only be solved through awareness and prevention programs, dialogue and action. So, following actions have been taken to ensure safety of the girl students

- 24 hour CCTV surveillance is maintained in the college. It helps to keep a check on antisocial activities.
- Our institute is located in a rural area, so special measures are taken for security and safety. The campus is protected by a long compound wall. 24 hours of security is employed for the campus.
- The identity of any visitor to the college is first ascertained /checked by the watchman and then communicated to the college office.
- Anti-ragging Cell: Ragging in any form is strictly prohibited inside the college campus and hostel.
- A Women Development Cell also plays role actively to address the issues of all the female students in the college.
- Regular teachers of the college are appointed as mentors

for counselling of students. Each mentor is allotted a group of 20-25 students.

File Description	Documents
Annual gender sensitization action plan	https://lhsciencemansa.org/cwdc/
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://lhsciencemansa.org/anti-ragging-cell/

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

E. None of the above

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

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

SOLID WASTE MANAGEMENT:

- Each classroom/staffroom/office/library is provided with dustbin, which is regularly emptied. Most of all the solid waste is biodegradable and in the form of leaf and papers which thrown into the dug pit and converted into natural fertilizer by providing a suitable environment.
- Proper maintenance of infrastructure and timely repair of furniture is done to minimize solid waste.
- Used papers and newspapers are sold for recycling.
- The college canteen strictly sees that any kind of nonbiodegradable materials is not used for its functioning.

LIQUID WASTE MANAGEMENT:

The waste water is carried out through the pipeline.to Khalkuva (Under Ground Well).

Biomedical Waste Management:

- There is no biomedical waste management system in the college

E-WASTE MANAGEMENT:

- Electronic gadgets are repaired for minor defects by our lab technicians to ensure its optimum utilization. E-waste handover to the certified Agency.

Waste recycling system-

- There is no system of Waste recycling in the college. However, there is a rain water harvesting system in the college.

Hazardous chemicals and radioactive waste management:

- Campus is free from any kind of radioactive waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://lhsciencemansa.org/physical-infrastructure-2/
Any other relevant information	No File Uploaded

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

C. Any 2 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 with trees and plants

C. Any 2 of the above

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

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

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

D. Any 1 of the above

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

<p>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</p>	<p>D. Any 1 of the above</p>
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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).

To build a nation of youth who are noble in their attitude and morally responsible, the college organizes and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony.

The college and its teacher and staff jointly celebrate the cultural and regional festivals, like New-year's day, teacher's day, orientation and farewell program, oath, plantation, Women's day, Yoga day, republic day, independence day, and also festivals like Navratra celebration, Basant pooja. Students

also participate in different sports activities organized inside the college and at university.

Motivational lectures of eminent persons are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration.

In this way the institute's initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

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

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

The Constitution of India assigns high values and responsibilities on citizens viz. respect for the National Flag and the National Anthem, uphold and protect the sovereignty, unity, and integrity of the country, render national service when called upon, promote harmony and the spirit of common brotherhood, value and preserve the rich heritage and environment of the country, safeguard public property, and promote education.

The college promotes quality education with utilization of full human potential towards building equitable and responsible individuals of a strong nation.

Academic and extra academic environment in the campus gives opportunity to the students to face challenges of the world while adhering to ethics and cultural values of our diverse nation. Students, right from the time of their admission are encouraged to learn about and abide by duties and responsibilities of citizens. Students are routinely sensitized about the need for protection of environment through numerous programmes carried out throughout the year for cleanliness and

tree plantation.

List of various activities:

- Republic Day and Independence Day celebration
- Foundation Day of NSS
- Celebration of Constitution day
- Celebration of International Yoga Day
- Service to Society - through NSS camp
- Gandhi Jayanti and Ambedkar Jayanti
- competitions like debate, essay writing, poetry, etc.
- The faculty and staff of the institute regularly go on various election duties like parliamentary, assembly and municipality elections.

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

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

4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

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

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

Institution celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

- Republic day- The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world.
- Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.
- Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi.
- International Yoga day is celebrated on 21st June every year.
- Organizes the Teachers' Day every year on September 5 in memory of Dr. S. Radha Krishnan, former President of India.

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

7.2 - Best Practices

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

BEST PRACTICE-1

TITLE: ONLINE TEACHING DUE TO CORONA PANDEMIC

Due to Covid-19 pandemic and the challenge was to establish a set up for online mode of teaching-learning. It was an unprecedented event entailing a set of newer challenges. Government of Gujarat provided the facility of Microsoft Teams and to learn all intricacies of the app was a challenge for teachers who were mostly accustomed to class-room teaching. It was challenging to train students of the rural area on uses of Microsoft Teams. Gradually, online teaching-learning became an everyday practice both for the faculty and the students. The senior faculty members also ardently got involved and also enjoyed online teaching. The students also welcomed online teaching keeping in view the pandemic situation.

BEST PRACTICE-2

TITLE: Online Internal Exam through MS Teams

Every Department prepared online Tests through MS Teams and successfully conducted online Internal Exam both at Undergraduate Level and Post-Graduate Level. The results were downloaded from MS Teams report and converted from excel sheet into college marksheet and were submitted to Gujarat University. The most important thing is that those students whose parents and relatives were afflicted with Covid could take online exam from home and could get relieved of the burden of coming to college for offline exam mode. Online Internal Exam ensured their safety as such a big mass of students could

mutually got affected in pandemic situation. Almost all students successfully took online Internal Exam of each of their respective courses.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

It is our basic mission to nurture a scientific approach among students to fulfil the organization's Vision. The institution is constantly striving to enhance the use of science & technology and to develop a scientific approach among rural students and people. Through the implantation of a scientific approach, this organization contributes to the development of society and the country and makes it unique. The institution has always preferred the use of science, technology and scientific approaches in its educational, administrative and other activities. During the pandemic the regular academic work was done through MS Team software given by State Government. The internal examinations were successfully conducted through the college's online software. The curricular, co-curricular and extra-curricular activities were also organized online through MS Team. Videos of several subjects were uploaded online during the year by the teachers of the institute. The practical work was also demonstrated by the teachers through video lectures. Through Mansa College Android App and INTRANET facilities, the students made available various instructions/notices, study materials, university exam papers, video lectures and online objective quiz for 15 subjects. Using PPT through the use of ICT in educational work, most of the organization's teachers make the learning process more interesting and easier.

The entire admission process and fee collection of the college was also done online through the software of the college.

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

7.3.2 - Plan of action for the next academic year

Future Plan for Next Year:

- To organize finishing School Programme of Government.
- To arrange lecture series at local level.
- Organize various student and faculty development programme.
- To organize various co-curricular and extra curricular activities for students.
- To maintain Botanical garden.
- Motivate students and staff to do research activity.
- Celebrating various days.
- To initiate various awareness programme.
- To motivate PG student regarding NET/SLET examination.
- Enrich library by adding new reference books/journal/periodicals /E resources.