



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	Mafatlal Gagalbhai Science Institute (M G Science Institute)
Name of the head of the Institution	Dr. B. K. Jain
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07926302872
Mobile no.	9426024656
Registered Email	info@mgscience.ac.in
Alternate Email	bkjain_mgscience@yahoo.com
Address	Dada Saheb Mavlankar Campus, Navrangpur
City/Town	Ahmedabad
State/UT	Gujarat
Pincode	380009

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Alpana Shukla
Phone no/Alternate Phone no.	07926302872
Mobile no.	9727716264
Registered Email	alpana.botany@gmail.com
Alternate Email	info@mgscience.ac.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.mgscience.ac.in/pdf/AQAR-2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.mgscience.ac.in/pdf/academic-acalender-2018-19%20-A-Rerevised.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	86.50	2007	15-Jun-2007	14-Jun-2012
2	A	3.14	2014	24-Sep-2014	23-Sep-2019

6. Date of Establishment of IQAC	15-Oct-2011
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Outcome based education: Achieving excellence through learning outcomes	03-Feb-2019 1	96
API of Teaching Staff	26-Apr-2019 15	53
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8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institute	DBT Star College Scheme	DBT	2009 2190	10800000
Institute	CPE	UGC	2016 1825	1200000
Institute	RUSA	MHRD	2019 730	10800000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

Yes

If yes, mention the amount

50519

Year

2019

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

Career advancement of three faculties Seminar for 96 faculties of five colleges on, "Outcome based education: Achieving excellence through learning outcomes" Introduction of certificate course on Nanoscience Deploy CCTV cameras in the

campus to enhance safety and security Enabling all classrooms with ICT

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

Plan of Action	Achivements/Outcomes
Participation in ranking surveys	The intention letters are duly filled and the procedure for ranking has been followed GSIRF NIRF India Today
Installation of CCTV cameras	Installation process completed
LCD in all classrooms	work completed
Toilet in Microbiology dept	work completed
Faculty for FDP	One faculty from Biochemistry dept and 7 from Chemistry dept., attended respective FDPs
Faculty as Judge	12 acted ad judge or jury members or session chair at various academic seminars, symposia or competitions
Resource person	7 faculties served as resource persons
Usage of RUSA grant	Finishing school organised
Usage of CPE grant	procuring Telescope for Physics dept.
Usage of Institutional charge from Botany research project	Upgradation of Botanical garden and front pathway has commenced
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Management	09-Jan-2020

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

08-Apr-2019

17. Does the Institution have Management Information System ?

Yes

<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>As per the guidelines of NAAC UGC, the college has instituted an Internal Quality Assurance Cell (IQAC). The cell consists of members from the Management, Principal, College Alumni, Coordinator of the steering committee (NAAC and IQAC), heads of the departments and nominees from stakeholders and industries. The cell aims at quality enhancement based on the suggestions of the previous NAAC peer team report. Every year the cell outlines the goals and sets targets regarding overall improvement of the institution. The meetings of IQAC are regularly held at the college wherein all the concerned issues regarding quality improvement are discussed and solutions are arrived at. The annual report of quality improvement and the achievement of outcomes as per the vision and the mission of the institute is sent to NAAC UGC as Annual Quality Assessment Report (AQAR) by the IQAC. The same are also uploaded on the institute website so that all information regarding various academic and extension activities as well as achievements of the institute are available to all.</p>
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

M. G. Science Institute is affiliated to Gujarat University, Gujarat and it follows the University prescribed curriculum. Different steps which are followed by the institution to ensure effective curriculum delivery through a well-planned and documentation process are as follows: - ? The annual academic calendar is prepared according to the university calendar prior to the commencement of the academic year by IQAC, specifying available dates for significant activities to ensure proper teaching-learning process and continuous evaluation. This is displayed on the notice boards & the college website. ? Meeting is held in each department at the beginning of the academic year to discuss about the course distribution for the academic session. Based on the expertise of individual professor, the syllabus is allotted to them by the head of the department. Every department prepares teaching plan, allotting term-wise topics to be taught. ? Syllabus of each subject for the academic session is provided to the students. The teachers maintain a personal diary for effective academic planning, implementation and review of the curriculum. ? Theory & practical classes are held according to the time-table which is prepared by the time-table committee prior to the commencement of the academic year. ? Conventional classroom teaching is blended with use of ICT to make the teaching- learning process more learner-centric. Internet assisted learning,

experiential learning, participative learning and problem-solving methods are also used for effective curriculum delivery. ? Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions, tutorials, departmental quiz, paper presentation by the students, projects, group assignments, term-papers, educational tours, field trips and industrial visits for effective delivery of curriculum. All this is done in a planned manner and records are maintained by respective departments. ? Equal educational opportunities are provided to all learners. Slow learners are especially encouraged to take remedial classes. ? The college central library provides teachers with necessary teaching resources for effective delivery of curriculum. The faculty members have been provided Infilbnet facility for accessing 80,409 e-books and 3,828 e Journals in full text form. In addition to the general library, departmental library has been set up in each department in order to enhance the in-depth knowledge of the students. ? All internal examinations like class test, mid-term test, etc., are conducted to check whether the students have acquired knowledge as outlined in the objectives of the curriculum. All examinations are conducted according to the academic calendar. During practicals and theory classes continuous assessment is also followed. ? Assignments of each subject are given to all the students prior to the internal exams. Remedial/special classes and practicals are conducted for low achievers as well as students who have deficit attendance. Advance learners are made to refer reference books and efforts are made by teachers to improve their performance. Records of the regular attendance, mark lists and progress of the students are maintained and preserved by the respective departments. ? If necessary, teacher-parent meetings are also arranged. ? Academic audits are conducted regularly.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nanophysics		01/05/2019	14	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Botany	15/06/2018
BSc	Zoology	15/06/2018
BSc	Physics	15/06/2018
BSc	Chemistry	15/06/2018
BSc	Mathematics	15/06/2018
BSc	Statistics	15/06/2018
BSc	Microbiology	15/06/2018
BSc	Biochemistry	15/06/2018

BSc	Geology	15/06/2018
BSc	Electronics	15/06/2018
MSc	Chemistry	15/06/2018
MSc	Geology	15/06/2018

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

	Certificate	Diploma Course
Number of Students	15	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Finishing School	27/07/2018	64
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	16
BSc	Zoology	28
BSc	Geology	28
BSc	Chemistry	18
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	Yes
Alumni	No
Parents	No

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

Feedback Obtained
<p>Getting feedback regarding teaching methodologies, syllabi and various other academic activities is a regular feature of the Institute. This is necessary for taking a stock of current scenario which helps to understand the positive aspects as well as the areas to be strengthened. Each year, an annual feedback is taken from the students regarding teaching methodology as well as the facilitator. Once collected, these feedbacks are analysed by a team and results are used for further development wherever necessary. Feedbacks are also taken after the completion of seminar, symposia or summer schools from the vast number of participants. These feedbacks are analysed using statistical software like SPSS and Microsoft Excel. The analyses thus obtained are handed over to the Principal as well as the concerned department. usually, the feedbacks of seminars are good with the mention of all positive aspects. Sometimes, there are suggestions of increasing laboratory and handson timings which are kept in mind during the subsequent activities. In case of teaching feedback, if there</p>

is any area of performance by a teacher which needs improvement, the principal may suggest the same in oneone meeting.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Phy/Maths/Chem	155	289	234
BSc	Phy/Maths/Stat	50	92	73
BSc	Phy/Geo/Chem	40	71	61
BSc	Phy/Chem/Bot	40	62	40
BSc	Micro/Zoo/Chem	80	16	88
BSc	Bot/Zoo/Chem	105	184	146
BSc	Biochem/Bot/Chem	50	72	52

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	557	99	53	0	19

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
53	53	19	18	1	53

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

Mentoring is regularly done at the Institute, although at a more informal level. Some departments do follow a formal approach and assign TY students of each year amongst the faculties. Thus the mentor: mentee ratio changes department wise from year to year. The students are encouraged to approach their respective mentors for academic, personal as well as career related queries and stresses. They may even approach any other teachers if they wish. eg. The Botany department prepares a document assigning Semester V and VI students equally amongst every faculty at the beginning of the semester. The teachers accept the responsibility and take it from there with their assigned students on an informal level. As far as students of semester 1 to 4 are concerned, they generally approach their respective incharge teachers for queries. The induction meeting held for all freshers by the Principal and all the Heads of Departments at the beginning of the semester acts as a the icebreaker and new students are encouraged to freely approach their teachers regarding any stresses.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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1528	53	1:29
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2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
72	53	19	0	37

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Vivek N Upasani	Associate Professor	Outstanding reviewer in Elsevier International Journal
2019	Dr. Manish B Thaker	Associate Professor	GUSEC Faculty coordinator of the year
2019	Dr. Zankhana Rathod	Assistant Professor	Second Prize for Oral Presentation at National Seminar
2018	Dr. Heman Majethiya	Assistant Professor	First Prize for paper presentation at state level seminar
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	Semester I	Semester	08/12/2018	04/02/2018
BSc	Semester II	Semester	04/04/2019	03/06/2019
BSc	Semester III	Semester	13/12/2018	11/02/2018
BSc	Semester IV	Semester	11/04/2019	22/05/2019
BSc	Semester V	Semester	27/11/2018	22/01/2019
BSc	Semester VI	Semester	26/03/2019	16/05/2019
MSc	Semester I	Semester	01/12/2018	08/02/2019
MSc	Semester II	Semester	02/04/2019	18/05/2019
MSc	Semester III	Semester	20/11/2018	15/03/2019
MSc	Semester IV	Semester	19/03/2019	16/05/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Following reforms have been introduced in the mode of continuous internal evaluation: 1) Previous practice of keeping the whole syllabus for the exam has been changed. Now maximum 60 percent of the total syllabus is kept for exams. 2) Marks of internal theory test have been reduced from 45 to 30. 3) Objective type questions are preferred rather than essay type descriptive ones. 4) Assignment are introduced and given 35 percent weightage in the total internal marks. 5) Group presentations, weekly test or quiz are also emphasized which aim at fostering peer learning and mentoring, as well as building public speaking skills of students. 6) Literature survey and review writing is strongly encouraged. 7) Introduction of project work to be submitted during practical viva voce. 8) Students are encouraged to participate in regional and state level seminars and workshops and these presentations or reports may be considered as project work. 9) Reforms in Attendance: class attendance was marked 'P' or 'A'. Now the student is required to sign in the Roll call sheet. 10) Academic audit is introduced to take a stock of all activities of a department. 11) Faculty members use conventional and innovative evaluation methods to account for diversity in student needs and abilities, especially difficulty experienced by some to express fluently in English. 12) Evaluation of teaching methodologies is done by students in the form of Feedback which are collected annually and analysed.

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

The college follows the Academic Calendar of the Gujarat University. The total number of teaching days in odd semesters are at least 107 and 94 in the even semesters. Every year, the classes of third fifth semester begin in June, first semester in July. The practicals for each semester are scheduled one week after the beginning of theory classes. The fourth sixth semester classes begin in December, second semester in January. On the basis of the University calendar, the dates for organizing all other academic, cultural and extension activities are decided internally, while keeping the public holidays in mind. Students are notified of internal exams at least two weeks in advance. Continuous internal assessment is done on the basis of student performance in assignments, projects, participation in class activities, and the like. The notices for assignment submissions are prominently displayed and circulars sent to departments. Information is also shared through internal what's app groups. Retest is taken in the first week of November. The results of the Midsem Tests are generally published within 10 days of the examination. Internal marks are displayed with instructions to the time limit for reporting any discrepancies. For the practical exams, dates are generated in advance and students are notified the time frame for journal signing and certification.

2.6 – Student Performance and Learning Outcomes

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

<https://www.mgscience.ac.in/bachelor-of-science.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Semester I	BSc	A group of Three	615	452	72

		Subjects			
Semester II	BSc	A group of Three Subjects	488	361	74
Semester III	BSc	A group of Two Subjects	432	349	80
Semester IV	BSc	A group of Two Subjects	593	485	81
Semester V	BSc	One out of the following: Physics, Chemistry, Botany, Zoology, Bio chemistry, Mathematics, Statistics, Electronics, Microbiology	464	380	82
Semester VI	BSc	One out of the following: Physics, Chemistry, Botany, Zoology, Bio chemistry, Mathematics, Statistics, Electronics, Microbiology	429	385	90
Sem I	MSc	Chemistry/Geology	101	88	88
Sem II	MSc	Chemistry/Geology	97	90	93
Sem III	MSc	Chemistry/Geology	97	88	91
Sem IV	MSc	Chemistry/Geology	94	85	78
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2.7 – Student Satisfaction Survey

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

<https://www.mgscience.ac.in/pdf/student-survey.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
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Major Projects	1460	SAC/ISRODLD	45.54	5.4
Major Projects	1095	SAC/SROAVIRS	13	8
Major Projects	1095	SAC/ISRO NISAR	13.7	0
Major Projects	1095	SAC/ISRO	7	0
Major Projects	1095	SAC/ISRO	1.5	0
Major Projects	1095	SAC/ISRO	0.16	0
Major Projects	1095	SAC/ISRO	20.05	3.1
Major Projects	730	SAC/ISRO	8.04	2.67
Major Projects	1095	DBT	51.86	0.79
Major Projects	1095	PRL	32	12.84
Major Projects	1095	SAC/ISRO	15	5.5
Major Projects	1095	SAC/ISRO	16	3.9
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
FUN IPR	Biochemistry	20/12/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Research Proposal Poster Presentation	Chandranil Gharekhan and Tarunendar Sambiyal	Charusat Uni., Changa	05/01/2019	Academic
Best poster presentation	Shreekumari Patel	Gujarat science Academy	03/02/2019	Academic
First prize -Teacher category research paper	Dr. Hemen Majethiya	Gujarat University	20/09/2018	Academic
Second prize for oral presentation in national seminar, "Innovative approaches in Plant tissue culture"	Dr. Zankhana Rathod	Saurashtra University	21/02/2019	Academic
Outstanding reviewer Elsevier Journal	Dr. Vivek Upasani	Elsevier Publishers	05/01/2019	Academic

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
2	1	0

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

Name of the Department	Number of PhD's Awarded
Geology	2
Microbiology	1
Chemistry	5
Botany	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Chemistry	6
Physics	1
Zoology	9
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	3	9	25
Presented papers	4	2	1	2
Resource persons	1	0	4	6
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS Special Camp, At Limbdiya Village	M G Sc. NSS Unit	3	11
Clothes distribution to needy people at rural area, Gulbai Tekra Slum Area	M G Sc. NSS Unit	1	35
Health Check up Camp at college campus	M G Sc. NSS Unit	5	10
Blood Donation Rajbhavan, Gandhinagar	M G Sc. NSS Unit	1	2
Blood Donation Camp at College Campus	Humad samaj	5	10
Rally for OriRubela Vaccine Awareness	M G Sc. NSS Unit	2	40
Collection of "Rakhi" for Indian Army at Siachen	M G Sc. NSS Unit	2	40
Orientation Programme	M G Sc. NSS Unit	5	110
Voting awareness awareness camp	M G Sc. NSS Unit	4	40
Celebration of Independence day	NCC	53	50
Voting awareness by seri natak	M G Sc. NSS Unit	1	30
Celebration of Gandhi jayanti. (Gandhiji's thoughts, bhajan, quiz)	M G Sc. NSS Unit	50	50
Republic Day	NCC	53	50

Celebration			
Blood Donation Camp (101 Unit Bottle Donated)	Red Cross	53	20
Smart Girl Training	M G Sc. NSS Unit and CWDC	53	40
Health Check Camp	Gujarat University	53	20
Marathon Run with Soldier	Gujarat University	3	40
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Startup awareness	GUSEC faculty coordinator of the year	GUSEC(Gujarat Uni. startup and entrepreneurship cell)	2
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Employment Scheme	Govt. of Gujarat and Gujarat University	Mega Job Placement Fair	10	10
Road Safety Drive	Govt. of Gujarat	Lecture on Road and Safety awareness by S.B.Zaweri (Rtd. RTO Officer)	5	50
Swachh Bharat Abhiyan	Govt. of Gujarat	Celebration of Gandhi Jayanti. Swachh Bharat (College campus cleaning)	50	50
NSS	NGO Saath	Suicide prevention awareness programme	10	50
NSS	ISRO	Lecture on science and spirituality by R.M. Pandya (Retd. Scientist, ISRO)	5	100

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Field Work	35	College and Gujarat Univ	7
Research Fellowship	15	SAC/ISRO	730
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
L M College of Pharmacy, Ahmedabad	30/06/2018	Generating New Knowledge towards improvement of science and betterment of society	41
Shri U P Arts Smt M G Panchal Science And Shri V L Shah Commerce College, Pilvai	06/06/2018	Academic , Scientific and Cultural Cooperation	2
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
24.38	70.13

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing

Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL and DSpace	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	166	113408	1123	1124508	1289	1237916
Journals	13	20000	24	99909	37	119909
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	123	5	123	6	0	10	50	50	0
Added	25	0	25	0	0	0	0	10	0
Total	148	5	148	6	0	10	50	60	0

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

60 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
1.14	1.14	24.38	24.38

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

Since its inception in 1946, M. G. Science Institute is ably managed by the Ahmedabad Education Society (AES). AES provides capital expenditure necessary to run all academic, administrative and other activities. There is a Building and Infrastructure Committee which coordinates the repair and maintenance needs from time to time. Maintenance of the college infrastructure is undertaken as follows: 1. Routine Maintenance: It includes the cleaning of the entire college campus and other infrastructure facilities. Routine maintenance like sweeping of the campus classrooms, staff rooms, office, computer lab, libraries, etc. is carried out by the institute appointed staff and temporary staff hired on contract basis. The work is supervised by the Office superintendent. 2. Building Maintenance: It involves painting and repair work of college building, plumbing work, etc. Recently Ahmedabad Education Society have spent 5 crore rupees for upgradation of physical infrastructure without changing its external physical structure. 3. Electrical Maintenance: The institute has obtained a dedicated power line from the Torrent Power Limited (TPL), Ahmedabad. The major faults are resolved by the TPL, however, routine servicing, repairing and replacement of electrical accessories and installations in the campus is carried out by the permanent Electrician (staff). Recently the whole electrical wiring has been revamped by the AES under the renovation project along with MCB and ECB installation. This has increased the safety of level in the institute. 4. Repair works: This includes the repairs of the furniture of auditorium, classrooms, labs, library, etc. by external agencies provided by AES Institute's equipments like air conditioners, CCTV, water coolers, RO systems are serviced regularly under annual maintenance contracts. 5. Library Maintenance Library day to day activities are managed by the Librarian and library peon and overseen by the library committee. Library software is reviewed by the committee and upgraded regularly. Library follows the Government norms to identify worn out books, and stock verification of the books is also carried out on annually. Students are given library cards to borrow books and a register is maintained to assess the footfall at the library. 6. Laboratory Maintenance The Laboratory assistants(s) and Faculty in charge of respective laboratories are responsible for the upkeep of equipment. The equipment stock in the laboratory is maintained and audited. The obsolete equipments are identified as per Government norms. 7. Computer Maintenance The maintenance for all computers is given on yearly basis after inviting quotations and scrutiny. Under the AMC, the servers and desktop systems are checked on monthly basis and the hardware upgradation for network equipment like antivirus, access points, switches are done on need basis. 8. Gas Maintenance The laboratory gas connections are provided by Adani Gas Limited. They monitor the supply and leakage of gas on regular basis. A Gas mechanic (permanent staff) is appointed for the gas maintenance. 9. Utilization of Common facilities The HoD and faculty can avail the common facilities such as Auditorium for guest lectures and seminars, some common laboratories for workshops, etc. with prior intimation to the Office Superintendent.

<https://www.mgscience.ac.in/Procedure-and-Policies.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Finishing School	27/07/2018	90	Soft Skill Development
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	UDISHA	64	64	18	18
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	218	B.Sc.	Botany/ Zoology/ Physics/ Chemistry/ Microbiology/ Mathematics/ Statistics/ Biochemistry /	Various institutions of State	M.Sc. / B.Ed.

Electronics/
Geology

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

Items	Number of students selected/ qualifying
Any Other	8
Any Other	1

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

Activity	Level	Number of Participants
Cultural	State	20
Sports	National	13

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

The students' council/Union is an essential part of the Institute functioning. The Institute believes in the dynamic participation of the students in various academic, curricular, extracurricular and other day to day activities so as to prepare them for leadership roles, team work, organization and execution of events. The Students council is headed by the Principal and senior faculty members and includes one General Secretary, one Cultural secretary, One Ladies' representative, Class representatives and some co opted members. Selection Procedure: At the beginning of the year, the Principal and member faculties hold a meeting with all the topper students of semesters I, III and V. The General Secretary is selected from the Sem V purely on merit (of Sem IV), interest and willingness, irrespective of the gender or subject. Next, the cultural secretary is chosen and finally, a girl student is selected as the Ladies' representative. All other student representatives from the union team. There is also a provision for co opting students who excel in sports and cultural activities. Hence the students' Union comprises of members from diverse classes and subjects. The membership of students' council is an esteemed spot and the members of the council create an atmosphere of harmony, vitality and synchronization in the day to day management of the college. The fund for the students' union comes from the semester fees collected by the Institute. There is also a presence of students in various important bodies of the Institute and committees like IQAC, Antiragging cell, Cultural committee, Library committee, etc. • The students' council members stand out taking the leadership in organizing various events like Talent, Youth festival, Cocurricular activities, Sports day, Blood donation, Tree plantation, Community services, College Annual day and many more activities. Various days like

Environment awareness day, compassion day, Blood donation day, Food Nutrition day, no vehicle day etc. are celebrated under the aegis of Students' council. Students also visit the old age homes and spend quality time with the elderly people to brighten their day. Many items like clothes, stationery, books and toys are collected from College students and distributed to the children of slum areas. • During the admission time, the committee of these meritorious senior students is given the responsibility of counselling to the admission seekers. • Students' council arranges a talent morning where all students from Semester 1 to Semester 6 are encouraged to participate and showcase their talent in Music, Dance, Drama, Literary activities, Fine Arts and Personality contests. Many of the student council members and other volunteers are selected to represent the college at the SAPTDHARA cultural activities of Knowledge Consortium of Gujarat.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association was established on 30th June 2006, under society registration Act, XXI of 1860 as MAA (M.G. Science Alumni Association) (Registration No F12103/Ahmadabad). Currently, the association comprises of 990 life members. The students who have completed UG, PG or Ph. D. from the college and past and present faculty members are eligible to register as members of this alumni association. MAA contributes significantly to the development of the Institution directly or indirectly through financial or other means. It not only provides a platform for alumni to maintain their link with their Alma mater, but strives to promote education and learning at the institute. As per the UGC guidelines, the IQAC of the college comprises of at least one member from the Alumni association. This way, the alumni can contribute in various decision making processes of the Institute. Further, the mission of Alumni association is to bring life by maintaining alumni website, social media pages and a detailed database and organizing various events and programs. The Alumni association reunites alumni from all over the world. A number of alumni have visited the campus and given lectures and group discussion on various scientific subjects and on relevant social and spiritual matter to students. The college Alumni supports philanthropic activities like funding to deserving and needy students for their studies, organizing workshops, lectures and symposia. Not only financially but alumni members enthusiastically participate in flag hoisting, talent programme and other celebrations at the institute. Thus, the active involvement of the Alumni provides a platform for sharing their work, technical knowledge and experience which has proved highly essential in the holistic development of the students, reflecting the core objective of the alumni association. Recently at mega event more than ten lakh rupees' fund was generated for the benefit of the Institute. Prominent alumni, who are renowned citizens of India, were facilitated by the institute. These included a Highcourt Judge, IFS, IAS and IPS, Vicechancellor of University, Leading Industrialists, wellknown artists, amongst others. They shared their experiences at the Institute and their life stories to motivate all others. The leading members of the Alumni Association have regular interaction with the Principal, the management, and the staff members regarding the overall development of the college.

5.4.2 – No. of enrolled Alumni:

990

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

2345000

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 – Institutional Vision and Leadership**

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

The institute enjoys grant in aid status and is managed by Ahmedabad Education society. The Governing Body believes in decentralization and participative management in all administrative activities. Case study:1 Conducting internal exams for all semesters: an internal exam is conducted every semester by the institute. It carries 30 weightage per theory paper and practical. Smooth and hassle free conduction of exams requires coordination amongst entire staff. First meeting for the same involves Heads of all departments and Principal. In this meeting a suitable date and time is decided unanimously with inputs of all heads and time period specified by affiliated University. A notice is drafted for preparation of manuscripts in a particular format common for all subjects. The students are informed of the dates through the general notice board, well in advance. Exam committee sits with time table committee to design time table for exams. Once that is finalized twomember committee is formed that is responsible for collection of manuscripts from all heads. They print and prepare question paper sets to be distributed on the day of exam. Nonteaching and office staff are assigned duty to prepare blocks and assign seating arrangement. Invigilation duties are assigned to all staff members prior to commencement of exams so they can arrange their leaves accordingly. Collection of answer sheets and their assessment need to be completed on time. Each department puts up the internal marks on their respective notice boards for students to check. A time limit is also given to the students who wish to recheck their marks. The final marks are sent to the main office for further process. Finally, the result committee prepares final internal marks to be submitted to the University. The entire exam process involves almost entire staff and is completely transparent. Case study 2: Purchase of Instruments and books At the beginning of each year, the Principal and the Management Advisory committee decide the various activities and budgetary matters. The principal calls a meeting of all HODs and budget allocation is made for each department under the heads like purchase of instruments, books, etc. with unanimous decision. The Heads, further discuss this with their respective staff. The laboratory personnel also participate and help to prepare a list of requirements for the year, on the basis of priority. The purchase committee is given the lists of each department. This committee invites at least three quotations for various items and the best vendor is decided with reference to quality and after sales service. The procurement of books is also a decentralized and participative in manner. When different book publishers and vendors approach the Institute, they are given an opportunity to display books and all teachers are encouraged to choose appropriate titles which are later okayed by the HoD and the Purchase committee along with the Principal.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The Institute is affiliated to the Gujarat Uni. and 11 faculties are

members of Board of studies in various subjects. They play an active role in designing curriculum and take feedback of their peers before doing so. Keeping in mind the employability, the suggestions from industry are also considered.

Teaching and Learning

The Institute has 27:1 ratio of students: teachers, which is very close to the one recommended by UGC. The teachers use student centric methods like experiential learning, participative learning, hands on training, field work and industrial visits to enhance learning experiences. They also use ICT and elearning resources for effective curriculum delivery. Apart from academic activities, the Institute motivates students to take part in extension activities for all round development. Guest lectures by eminent personalities are regularly organised.

Examination and Evaluation

For the exams, 30 marks are from internal evaluation and 70 from the University exam. There is one theory internal exam during each semester which carries 50 of the internal mark allowance. Rest of the internal marks come from attendance and assignment, continuous class tests, seminars, quiz, etc. Students are made aware of all exam processes and programmes well in advance. The internal marks are displayed on the departmental notice board and students are given a time limit to report any discrepancies. Any grievances towards evaluation are solved at departmental level. The mechanism of internal assessment is transparent and robust.

Research and Development

Although, primarily a UG college, IQAC and research committee encourage the staff and the students to take up research projects and present their work in various seminars and symposia. Some teachers are given financial aid to attend seminars and present papers. Linkages with many reputed research organizations have been established. The labs at the Institute are equipped with the entire necessary infrastructure for basic scientific research. The library is linked to INFLIBNET, a source of thousands of books and papers. There are research projects worth rupees 1.7 crores and

	125 publications.
Library, ICT and Physical Infrastructure / Instrumentation	<p>Institute has partially digitized library using SOUL 2.0 and DSpace software. It is registered with NLIST INFLIBNET and the facilities are available to all teaching staff. There are more than 25,000 books and large number of books, magazines, periodicals, research thesis, computers, WiFi, etc. for the students.</p> <p>All the classrooms and some laboratories of the Institute are ICT enabled. Most teachers use these facilities for effective curriculum delivery. The laboratories have sophisticated and basic instruments needed for practical syllabi as well as research work. The infrastructure has recently been augmented by the management at the cost of rupees 5 crore.</p>
Human Resource Management	<p>The Management and Principal always support the staff at the Institute. The teaching members are motivated to conduct research, attend and present papers at seminars, industry interaction / collaboration, form MOUs with nearby institutes and industries, arrange seminars, workshops, and all other activities to enhance the quality of the Institute. The management provides adhoc staff when vacancies are not filled so that teaching is not affected. It supports and manages human resources at all levels academic, administrative and financial.</p>
Admission of Students	<p>The Institute is affiliated to the Gujarat University and First year UG student admission has been made fully online and on the basis of merit since 201415. Our Principal is given the responsibility of coordinating entire Gujarat University B.Sc. semester I admissions. All different subject combinations and other information regarding admissions are given in the admission booklet, semester I. As far as second year, semester III admissions are concerned, the Institute has also made them online and merit based, depending on the number of seats allocated in each group. The fees are also collected online.</p>

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

E-governance area	Details
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Administration	Institutional administrative office is fully automated and the operations are through Office Management Software.
Finance and Accounts	All financial accounts are maintained in tally ERP software. Fees are collected online.
Student Admission and Support	Semester I admission is done online by the Gujarat University. Students fill their form online and automatically merit is prepared. Semester III admissions are also online and done by the Institute. Students' satisfaction survey regarding institutional performance is filled online and the result is uploaded on the Institute website. The Institute activities are also uploaded on social media.
Examination	Examination is not online but the internal marks are sent to the university online and results are also online.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr D. I. Prajapati	Regi Fee for International conference on chemical sciences in new era, Udaipur, Rajasthan	CPE, M G Sci Institute	1200
2018	Dr P. K. Patel	2018: Canadian American Conference	Ryerson University Canada	142128
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Training The Teachers on Remote		09/04/2018	14/04/2018	22	0

sensing
and GIS

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty development Program	2	25/06/2018	30/06/2018	6
Faculty development Program	1	25/10/2018	30/10/2018	6
Faculty development Program	1	12/11/2018	18/11/2018	7
Refresher Course	1	01/01/2019	31/03/2019	90

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Credit and Cooperative Society Schemes	Staff Credit and Cooperative Society Schemes	Government Group Insurance/ Veer Kinariwala Insurance/ Poor Boys Fund / Government scholarship schemes

6.4 – Financial Management and Resource Mobilization

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

The management monitors the funds by two types of audits internal audits and statutory audits. The internal auditor audits the income and expenditure. The statutory auditor is responsible for final statement of expenditure and utilization certificates. The internal audit takes place twice in a year the final audit is completed at the end of the financial year. A recognized chartered accountant firm is appointed for the audits. Its audited statement is reviewed by the management and sent back to the Institute with remarks, if any. The last audit was done in May 2019. There were no audit objections.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
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No Data Entered/Not Applicable !!!

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6.4.3 – Total corpus fund generated

126300

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Ahmedabad Education Society
Administrative	No		Yes	Ahmedabad Education Society

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

No Data Entered/Not Applicable !!!

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

Staff Motivation Programme Staff Awareness Programme towards benefits schemes
Computer training for the nonteaching staff

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

Following post accreditation initiatives were taken up: 1. To offer add on courses: Following courses have been conducted: Finishing school course has been added from 2017. 2. e journals and INFLIBNET, library digitalization • Institute is now a member of INFLIBNET, • Bar coding of books • Digitalization and RFID technology are implemented 3. College may conduct periodical academic audit : the management conducts annual academic audit by inviting recognized agency 4. Alumni association to be strengthened : More efforts have been put to strengthen the Alumni association: the membership number has increased from 656 in 2014 to 990 in 2018, Activities of the association have doubled. Financial contribution is tremendous. 5. College May Apply for CPE status : College has now CPE Status.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Seminar on 'Outcome based Education: Achieving Excellence	03/02/2019	03/02/2019	03/02/2019	96

through Learning Outcomes'

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Smart Girl Programme	04/01/2019	05/01/2019	56	0
Emotional Detox And Discussed On Building Healthy Relationships	09/02/2019	09/02/2019	65	75
Empowerment of Students and awareness of rights	30/08/2018	30/08/2018	108	45

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

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

Institution has installed LED bulbs and tube lights to reduce about 18 percent power consumption.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							

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

Title	Date of publication	Follow up(max 100 words)
Code of Ethics for Research	21/06/2018	All stakeholders follow the rules of State govt.,

		<p>/ University / UGC bodies/ Funding bodies. They must also follow rules of the management. They must produce research reports regularly. They must try to actively publish their work and follow rules of plagiarism. The research fellows must follow rules of the management as per the adhoc staff.</p>
Code of Conduct for Teaching and NonTeaching Staff	21/06/2018	<p>Staff and students are prohibited to smoke and chew tobacco in the campus. They must also help to keep the campus clean. They should not use mobile except emergency. The Principal has power to take action for smooth administration. In case of a grievance, stakeholders must not complain directly to the management or upper office. Stakeholders must follow timely changes in the rules by the management. If a staff member wishes to take up higher education during the job they have to take permission of management and higher authorities.</p>
Code of Conduct for Students	21/06/2018	<p>Staff and students are prohibited to smoke and chew tobacco in the campus. They must also help to keep the campus clean. They should not use mobile except emergency. The Principal has power to take action for smooth administration. In case of a grievance, stakeholders must not complain directly to the management or upper office. Stakeholders must follow timely changes in the rules by the management. If a stakeholder wishes to</p>

take a leave of more than three consecutive days, they must inform the concerned authority in prior.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Emotional Detox And Discussed On Building Healthy Relationships	26/01/2019	27/01/2019	40
Lecture on Science and Spirituality	06/02/2019	06/02/2019	10
Lecture on Road and Safety Awareness	06/02/2019	06/02/2019	50

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

1. National Green Corps, there is a 'Mitti' Ecoclub 2. Green landscaping 3. Strive for paperless offices 4. ewaste disposal awareness through street plays and linkage with SEWA self employed women' association 5. Solid waste management with AMCs door to door waste pickup service.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1

1. Title of the Practice: Internal and Academic Audit

2. Objectives of the Practice M. G. Science Institute is a Grant in Aid College, affiliated to Gujarat University and managed by The Ahmedabad Education Society. At M.G.Sc, there is a vision and mission to impart quality education to achieve allround development of the students. This requires selfreflection and introspection along with collaborative teaching learning methods. For this, the Management emphasizes conduction of Internal and Academic audit. The objectives are: 1) To audit annual maintenance contract for various services and bill passing activities. 2) to audit student and teachers' attendance and compilation of results 3) to audit internal marks assessment procedure 3. The Context In today's times, it is a challenge to lead students to academic excellence for allround development. In such a scenario, Academic audit is the best practice to follow. Academic audit is a systematic and scientific process of reviewing the academic system for improvement of quality. This helps to assess the academic performance of both the teachers and the students. It provides selfassessment based on quality principles and promotes integration across programs and disciplines. By conducting academic audit, the accountability of each department is adjudged and the strengths and weakness are known. The audit can help to ensure punctuality, timely finishing of syllabi and understand the result pattern of the students. This enables the Principal to appreciate innovative teaching learning methodologies as well as to suggest corrective measures if needed. The internal audit, on the other hand, enables the Principal and respective committees to decide the performance of annual maintenance providers. 4. The Practice The management has appointed a reputed firm of auditors to conduct the internal and academic audits semesterwise. towards the end of each semester, the auditors arrive at the Institute and a list of required data is given to all HoDs to be kept ready for auditing. The audit members meticulously go through all the reports, presence sheets of staff and students, results, answer sheets, leave reports, etc. The audit of each department may take two to three working days. In all, the

auditing process goes on for 15 to 20 days. Only when they are fully satisfied of the authenticity of data provided, do the auditors close the activity. A detailed report is provided to the Principal and the management to be reviewed and take action if necessary. Constraints/limitations faced: Initially, some of the departments did not welcome the idea of their academic responsibility being subject to academic audit. Sometimes, departmental staff found it cumbersome to produce all the detailed data asked by the auditors. In due course, the process has become a habit and the reports are eagerly awaited. Departments also share their practices in day to day disbursing of activities.

5. Evidence of Success

- 1) Departments share their practices in day to day disbursing of activities. As a result, a standard format for attendance has evolved, where, previously, each teacher took presence as they pleased.
- 2) The teachers have willingly become more accountable towards their activities.
- 3) The students are more punctual and their results have improved.
- 4) The individual vendors for various services have also become more accountable and their services have improved.
- 5) The Management has appreciated the efforts of the Institute in improving academic performance.
- 6) The student result shows that each semester, there are at least ten to fifteen students among the top 50 students in the Gujarat University exams.
- 7) Since the attendance has been audited, the students have become more responsible towards their presence in the classes. They inform the concerned teachers well in advance in case they are going to remain absent.

6. Problems Encountered and Resources Required Any activity of self introspection requires total commitment and dedication of members to improvement of quality. Initially, some departments resisted the idea of their academic performance being scrutinized by a third party. It was also a matter of stress for the department heads to keep all data ready for the auditors as per the dates given. Later, it has become a habit to prepare all required data from the beginning of the semester so that it is ready at hand when the auditors visit the department.

Best Practices

1. Title of the Practice: SOIL ANALYSIS PREPARATION OF SOIL HEALTH CARD
2. Objectives: (i) Capacity building of students and teachers in terms of knowledge gaining, sharing and enhancement of skill. (ii) Empowering students with financial benefits by giving them work during vacation. (iii) Joining hands with the Government to help the farmers in their work. (iii) It is a tripartite project in which the Govt. of Gujarat, teachers and students work collectively for the benefit of society.
3. The Context: The Government of Gujarat has taken up the initiative to make a 'Soil Health Card' for each farmland so that if the soil is deficient in mineral nutrients the farmers can take steps to improve its quality. This project has been given to selected research organizations and M.G. Science has been one of them. During the years 201415 and 201516, the students analysed soil samples for five different parameters viz. pH, Electrical Conductance (EC), Organic carbon, Phosphorus and Potassium. Last year in 201819, the study of micronutrients like S, Zn, Bo, Fe, Mn, Cu, N was also done. Out of these, four of them Zn, Fe, Mn, Cu were analysed using a highly sophisticated instrument called Atomic Absorption Spectrophotometer.

Soil Analysis data	Year	Number of soil samples analysed	students involved	Amount allocated by the government
2014	2015	10,060	20	6,33,600
2015	2016	5,108	20	3,06,480
2018	2019	11,251	37	14,00,637

4. The Practice: The Agricultural Department of Govt. of Gujarat proposed the institute to carry out the project of "Soil health card". This is a very noble and timely project to help the farmer community. The Institute took keen interest in this mammoth task, and took up the project. The selected students and teachers were trained at the Soil analysis laboratory, Gandhinagar. They were provided with the technical knowhow and methodology for the same. Different batches of students were allotted different tasks and thousands of soil samples received from different areas of the state were analysed by precise, timely and accurate teamwork. The results of the analysis were crosschecked by the government monitoring agency and they were found to be satisfactory. The soil health cards prepared this way are sent to the concerned

farmers for further action. This helps the farmers to determine which crops to cultivate as well as to choose the fertilizer required for getting optimum yield. Besides helping the farming community, the project of Soil analysis has helped a number of the students to gain the knowledge and a sense of achievement. 5. Evidence of Success: Over the period of last three years, approximately 26,419 samples were analysed. All the results were handed over in clear, precise and methodical manner within a stipulated timeframe. The fact that the Institute has been assigned this important work time and again, is, in itself, an evidence of success. The targets given in each of the years were achieved well in time. The work was performed during the summer break so as to give students enough time to work. About 5 percent of samples were reanalysed by the external agency of the monitoring committee of the government. The results were always in coherence, thus proving the accuracy and success of work done. 6. Problems Encountered and Resources Required: As with any scientific project, there were a few problems related to samples, instruments and resources. • Many a times, the amount of soil samples received was not enough so more of the same were to be procured which extended the total time of the analysis. • Availability of funds was delayed at times. • Calibration and maintenance of instruments was regularly needed. • In year 201819 AAS was used for the first time, to analyse four micronutrients. However, its installation and functioning were found to be tedious.

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

<https://www.mgscience.ac.in/Best-Practices.html>

7.3 – Institutional Distinctiveness

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

M.G. Science Institute aims to impart quality education and promote creativity with an emphasis on holistic development of the students. One area where the Institute strongly focuses on, and has a distinctive performance is its teaching/learning process which is thoroughly robust and multidimensional. The Institute website displays Codes of conduct and learning outcomes. They are explained to the students by the facilitators. This knowledge helps teachers and students to set their goals and strive to achieve them. FDPs and seminars for teachers are regularly conducted, the most recent being, a seminar on 'outcome based education'. E-governance is now adopted in several areas of functioning. The traditional methods of teaching are enhanced with ICT and other innovative and engaging methods so as to keep the students interested in the topic at hand and to increase the interface in the class. Participative and experiential learning are often used. Sophisticated instruments, software, handson trainings, summerschools, fieldvisits, industrial visits and training, etc., are employed. The WiFi services are upgraded from time to time. There is a fully functioning auditorium with AudioVisual and WiFi facility to hold regular seminars, symposia, cultural activities, filmshows as well as other meetings. The Institute invites learned speakers from the Government, Academia and Alumni to share their knowledge and interact with students and staff. The Institute has received the prestigious DBT Star college, UGCCPE and RUSA grants as well as from research projects and alumni which are helpful in imparting quality education. Regular programs are amalgamated by Career oriented and certificate programs imparting skills. Special bridge courses like Biodiversity are also offered to students. Continuous comprehensive assessment is followed at the Institute. The Institute has strong norms for discipline and keeps a keen eye on attendance, assignments, submissions and the like. The academic audit conducted annually by the management, promotes a healthy teachinglearning atmosphere. The Institute has a big repository of books, journals, periodicals,

theses, rare editions, manuscripts, and videos for the use of all staff and students. Moreover, it is registered with INFLIBNET and has access to eShodhSindhu, ejournals, Shodhganga, etc. provided through NLIST membership.

The library is partially digitalized by barcoding the books. There is an ecosystem for research and innovation which supports creation and transfer of knowledge. In the last five years, the Institute has acquired twelve projects bringing in funds of more than 1.5 crore rupees. Research is also done by students and they are taught how to present them at seminars. There have been 127 research publications in journals of national and international repute. The faculty have also published books and bookchapters. Institute encourages participation in sports, cultural and extension activities. It participates in AAA, GSIRF, NIRF and other accreditations to realize its vision and mission. The promising results of such surveys over the years have instilled a sense of achievement in the teachers and pride and confidence in the students.

Provide the weblink of the institution

<https://www.mqscience.ac.in/Institutional-distinctiveness.html>

8.Future Plans of Actions for Next Academic Year

At Institutional level: The first and foremost plan for future includes, achieving the status of CE from CPE. This would enthuse the teachers, staff and students with pride and confidence and work with full gusto to achieve quality outcomes. Next future plan is to ensure formal mentoring of all students across all classes. This would help students to deal with academic stresses and adapt to circumstances with a smile. At Academic level: To introduce value added certificate courses imparting transferable and life skills. To integrate crosscutting issues relevant to gender, environment and sustainability, professional ethics and IPR into the curriculum. We also endeavor to make students and teachers aware about IPR procedure and if possible, file for patent. To develop some smart classrooms for effective curriculum delivery. Encourage more participation of UG students in extension activities to sensitize students towards social issues and societal responsibilities. To establish a central scientific laboratory, with state of the art instruments like HPTLC and PCR for research and development and to encourage more staff and students to take up projects. Towards Green practices: To conduct energy audit and to install solar power panels to save energy. To organize seminars and lectures on waste segregation awareness, not only for students but also for staff and class 4 employees. Other goals: The activities of placement cell need to be increased so that students gain employment at early stage.