

**Statutory Declaration under**  
**Section 4 (1) (b) of Right to Information (RTI) Act –**  
**2005**



**Managed by Arya Kanya Vidyalaya Trust**  
**Gurukul Mahila Arts and Commerce College**  
**At & Post : Tapobhumi, Arya Kanya Gurukul Campus, Jubilee, Bokhira Vistaar,**  
**PORBANDAR- 360579 GUJ INDIA**  
**Re-Accredited 'B' (CGPA 2.38) by NAAC**  
**Phone : +91 286 2245561|+91 9374129126**

## PARTICULARS OF THE ORGANIZATION, FUNCTION AND DUTIES

### • Profile of the Institution

Our college is affiliated to **Bhakta Kavi Narsinh Mehta University (BKNMU), Junagadh**, since 2015. The college discharges its functions in accordance with the rules and regulations established by BKNM University and amended from time to time and instructions/ orders issued by Commissioner of Higher Education, Government of Gujarat, India.

Sl. No.	Title	Details
1	Name of the Trust	Arya Kanya Vidyalaya Trust
2	Name of the Institution	Gurukul Mahila Arts And Commerce College
3	Postal Address	Tapobhumi, Jubilee, Bokhira, Porbandar District, Gujarat State, Pin code: 360 579.
4	Website	<a href="https://gurukulmahilacollege.com/">https://gurukulmahilacollege.com/</a>
5	Email	<a href="mailto:gurukulmahilacollege@gmail.com">gurukulmahilacollege@gmail.com</a> , <a href="mailto:gurukulac@yahoo.co.in">gurukulac@yahoo.co.in</a>
6	Phone Number	(0) 0286-2245561, (m) 9374129126
7	Approval & Affiliation	Approved by UGC 2(f) and 12(b) Affiliated to Bhakta Kavi Narsinh Mehta University (BKNMU), Junagadh
8	Secretary	Shri Suresh Kothari
9	Principal	Dr. Anupamratanshanker R. Nagar

### 10. Working Hours :

**College:** 7.30 am. to 1.20 pm.

**Office:** 7.30. am to 5.00 pm.

The College shall remain closed on Sundays and Public Holidays as declared by Bhakta Kavi Narsinh Mehta University and Government of Gujarat.

### 11. Courses Offered :

#### Grant- in -Aid :

1. Bachelor of Arts (English)
2. Bachelor of Arts (Hindi)

3. Bachelor of Arts (Gujarati)
4. Bachelor of Arts (Home - Science)
5. Bachelor of Arts (Economics)
6. Bachelor of Commerce (Accounts)
7. Bachelor of Commerce (Accounts-Computer-Science)

**Self Finance:**

8. Master of Arts (English)
9. Master of Commerce (Accountancy)

**12. Introduction:**

**Arya Kanya Gurukul** (AKG) group of Institutions have long been synonymous with Value-based Integral Education, the foundations of which have been engrained at **Gurukul Mahila Arts and Commerce College** (GMC) by the message and tireless efforts - in its formative years - of our Revered Founding Father, **Raj Ratna Shreshthi Shri Nanjibhai Kalidas Mehta**.

The COVID-19 crisis has shown us that our family, our society, and our nation needs women of character to stand up and meet the challenges head on. In many ways, therefore, 2020-21 had been a year both of reflection and forward thinking at GMC. I am proud to report that we have not only overcome the complexities and adversities that the pandemic has brought, but have done it with the care and thoughtfulness that is very characteristic of GMC.

Our students continue to have access to the best possible infrastructure and facilities, thanks to the continued support of the **Arya Kanya Vidyalaya Trust**. In the past 4 academic years, its investment of 2 Cr. for maintenance has resulted in excellent academic infrastructure, buildings and laboratories.

GMC continues in the upward path of the previous five years in all areas, thereby reinforcing the important role we play in the field of education. Our strength in academics, from the consistent above 95% pass rate in Examinations to students passing National-level examinations, is complemented by the continued growth of new distance learning programmes and skill-based courses. We have broken new grounds and hope to get better in the years to come.

The Trust has built the first NDA prototype **Obstacle Course@NCC-Playground**. Repair and Renovation of all the major buildings as Gujarati Medium has given a new look to Arya Kanya Gurukul.

Perhaps, what is most satisfying to me, personally, is the continued enthusiasm shown by our student and teaching community for the *Saptadhara* - '**Integral/holistic Education**' activities. This is best highlighted by the silent but distinct community service activities that the NSS & NCC students of GMC carry out year after year. A special mention needs to be made of the *Swachhata Abhiyan* activities that our loving Chairperson, **Smt. Juhi Chawla Mehta** commenced in the year 2019, and which continues to this day. These activities aim at sensitizing our students to the needs of the less privileged who live in the rural communities of India. This widening access to the community, we hope, will shape our students into responsible citizens who will help combat the social and environmental challenges that we are facing today.

Our students and staff continue to be the key to our ongoing success. I would like to thank them for their commitment and hard work. I also thank the alumni, the students and the Staff members of GMC for their sustained love and support. Lastly, I am grateful to the Trust for their continued support and guidance.

### **13. History and Background:**

Raj-Ratna Shresthi-Shri Nanjibhai Kalidas Mehta Arya Kanya Vidyalaya Trust managed **Gurukul Mahila Arts and Commerce College** is a Grant-in-Aid college affiliated to Bhakta Kavi Narsinh Mehta University, Junagadh. This institute of higher education, which was established in 1966, is a non-profit establishment offering undergraduate courses in the faculties of Arts (B.A. with English, Hindi, Gujarati, Economics & Home-Science & M.A. – English) and Commerce (B.Com. & M.Com. with Accounting – Both Gujarati & English Medium). It is located in Jubilee, Bokhira, Porbandar, in Gujarat & caters specifically to the students coming from the remote, rural and far-flung sections of the society.

The Mission of the Institute is to achieve excellence in academic and co-curricular education. Its emphasis is on sound teaching & learning through value-based education. The college believes in national integration and has an open admission policy, encouraging enrollments of girls irrespective of income, class, caste, region, religion or creed. At present the college has strength of about 615 students coming from all the sections of the society.

As such, we have a teaching staff of 13 full-time experts and as many as 18 Visiting Lecturers, who are imparting instructions in various disciplines. The

overall result maintained by the college is in between 90% to 100% in the University exams. Among the Administrative Staff we have 10 personnel who take care of maintaining the entire College apart from executing official duties assigned to them.

**14. VISION:** To uplift girls from their mofussil background and train them smartly enough to meet the fast approaching challenges of global competence.

**15. MISSION :** Time-tested traditions + Tide of Talent = Modern India

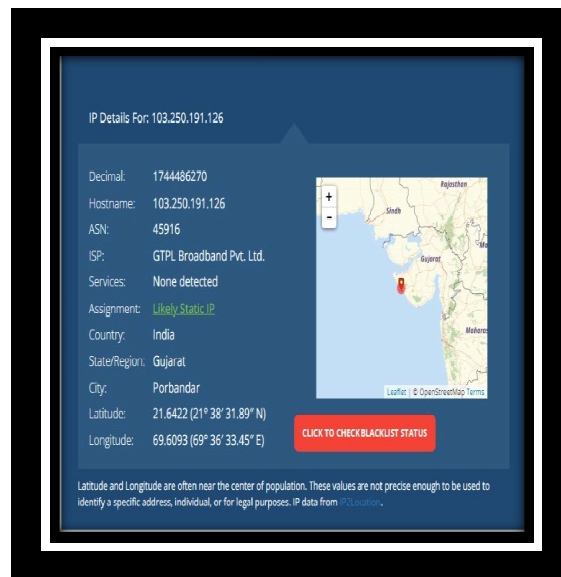
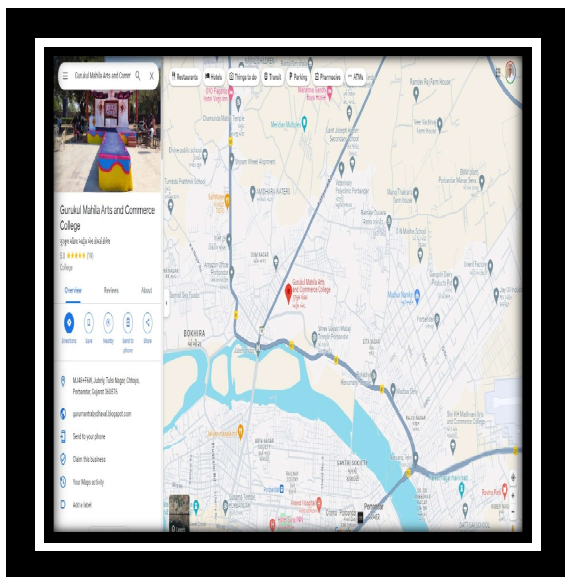
**16. Objectives:**

- (i) To develop the inherent academic potential of the students;
- (ii) To promote career opportunities for students;
- (iii) To inculcate self reliance among students coming from the rural and weaker sections of the society;
- (iv) To promote the Vedic traditions in keeping with the cultural philosophy of the Arya Kanya Gurukul Trust;
- (v) To create responsible citizens;
- (vi) To provide a blend of eastern and western value systems in the ambience of AKVT.

**17. Major activities:**

- (i) The major activities in accordance with the vision and mission of the college are to provide opportunities for the students coming from the rural and far-flung remote sections of **Saurashtra**.
- (ii) Higher education from UG to PG is provided at our college to the students of all sections of the community without any discrimination of caste, creed, race, region or religion.
- (iii) Employment opportunities are provided through campus interviews.
- (iv) Technology enabled courses are given to the students through SWAYAM.
- (v) Employment oriented vocational courses and training programmes are offered.
- (vi) Communal harmony is established through NSS, YRC, NCC, Sports and Value Education, Cultural Programmes, Association Meetings and Extension Activities.
- (vii) Through quality education, skill training and awareness building programmes, upliftment of socially and economically suppressed students and their parents is being ensured.

## 18. Location of the College & IP Address:



## 19. List of Committees:

<b>GURUKUL MAHILA ARTS AND COMMERCE COLLEGE</b> <b>LIST OF COMMITTEES: 2023-24</b>		
SL. NO.	NAME OF THE COMMITTEE	NAME OF THE PROFESSOR/SECTION OFFICER INCHARGE
1	ADMISSION/ ENROLLMENT/ SCHOLARSHIP	1. SHRI MEET LAKHANI
		2. MS. BEENA DATTANI
		3. MS. NIMISHA PANDIT
		4. SHRI DEVEN KARANJIYA
2	GEET-SANGEET-NRUTYA DHARA/ PRAYER/CULTURAL	1. PROF. ROHINIBA B. JADEJA
		2. DR. KETKI N. PANDYA
		3. Dr SHANTI MODHVADIYA
		4. MS. AMEE PADIYAR
		5. MS. ADITI DAVE
3	NATYA DHARA/ GANDHI EXAM/NCC	1. DR. KETKI N. PANDYA-C-ND
		2. DR. SHARMISHTHA B. PATEL (ANO)-NCC
		3. DR. ILU GAMIT (NCC)
		4. MS. ADITI DAVE –ND
		5. MS. PARUL POPAT-ND
4	SARJANATMAK ABHIVAYTI/ SEMINAR/RESEARCH	1. DR. SHANTI K. MODHVADIYA
		2. DR. SHARMISTHA PATEL
		3. DR. RAJENDRA CHAUDHARI
		4. MS. KIRAN ODEDRA
		5. MS. ARCHANA MODHVADIYA
5	NSS/SAMUDAYIK SEVA	1. DR. NAYAN D. TANK (ADVISOR)

	DHARA	2. DR. RAJENDRA CHAUDHARI (PO)
		3. DR. KETKI N PANDYA (PO)
		4. DR. BHARTSINH DODIYA (SSD)
		5. MS. RUPAL BHARAKHDA (SSSD)
6	KHELKUD, VYAYAM ANE YOG DHARA	1. PROF. SHOBHANA P. VALA
		2. SHRI RAJU MODHVADIYA
		3. MS. SHEFALI KAJAL
7	RANG-KALA KAUSHALYA DHARA	1. DR. JAYESH A. BHATT
		2. ARVIND RAVALIYA
8	CCDC/CCPC/UDISHA	1. DR. JAYESH A. BHATT
		2. DR. NAYAN D. TANK
		3. SHRI ARVIND V. RAVALIYA
9	GRIEVANCE REDRESSAL CELL/ WOMEN'S CELL/ ANTI-RAGGING CELL	1. DR. ROHINIBA B. JADEJA
		2. DR. KETKI N. PANDYA
		3. SHRI ARVIND RAVALIYA
10	EXAMINATION (INTERNAL + EXTERNAL)	1. ALL HODs
11	GYAN DHARA/ LIBRARY/ BOOK-BANK/ PRESS/PUBLICATIONS	1. DR. SHARMISTHA B. PATEL
		2. DR. SHANTI K. MODHWADIYA
		3. CHHAYA KIDIYA
		4. MS. DIPTI SUCHAK
		5. SHRI DHAVAL RAJYAGURU
12	NAAC-IQAC/AQAR/KCG-AA A/UGC	1. PROF. ROHINIBA B. JADEJA
		2. DR. KETKI N PANDYA
		3. DR. NAYAN D. TANK
		4. SHRI DEVEN KARANJIYA
		5. SHRI MEET LAKHANI
		6. MS. BEENA DATTANI
13	PARENTS & ALUMNI MEET MEET	1. PROF. ROHINIBA B. JADEJA (PARENTS)
		2. PROF. SHOBHANA P. VALA (ALUMNI)
14	MENTOR-MENTEE MONITORING – STUDENTS' COUNCIL	1. DR. SHARMISTHA PATEL
		2. PROF. ROHINIBA JADEJA
		3. MS. NIMISHA PANDIT
15	TIME-TABLE & ATTENDANCE	1. DR. ROHINIBA JADEJA (ARTS: CONVENOR)
		2. DR. KETKI N PANDYA (ARTS)
		3. DR. BHARATSINH DODIYA (COMMERCE: CONVENOR)
16	RESULT ANALYSIS	SHRI DEVEN K. + ALL HODs
17	DISCIPLINE COMMITTEE/ECO CLUB/HEALTH CENTRE	1. DR. SHOBHANA VALA
		2. DR. BHARATSINH DODIYA
		3. SHRI SHUBHAM SAMANI
		4. DR. ILU GAMIT
18	ANNUAL	1. PROF. ROHINIBA B. JADEJA



PROGRAMME/PRIZE-DISTRIBUTION	2. DR. KETKI N. PANDYA
	3. PROF. SHOBHANA P. VALA
	4. DR. SHANTI MODHVADIYA
	5. DR. BHARATSINH DODIYA
	6. DR. ILU GAMIT
	7. MS. NIMISHA PANDIT

**19. Anti-Ragging Committee: 2023-24:**

SL. NO.	STRUCTURE OF CELL	DESIGNATION	NAME	CONTACT NO.
1	Head of the Institution/College	Chairperson	Dr. Anupam R. Nagar	9979881990
2	Representative of Police Administration	Member DySP	Ms. Rutu Raba	9978407970
3	Local Media	Member	Shri Jitubhai Chauhan	9879211010
4	Non-Government Organization (NGO)	Member	Ms. Nidhi Shah	9429455880
5	Representative of Parents	Member	Ms. Manjuben Dodiya	9275085228
6	Representative of students belonging to fresher's category	Member	Ms. Bhagavati J. Sutreja	6355388236
7	Representative of Senior Students	Member	Ms. Divya Kotiya	8849994880
8	Representative of Administrative Staff	Member	Ms. Beena Dattani	7405219779
9	Representative of Faculty Members	Member	Prof. Rohiniba Jadeja	9426817979
10	Representative of Faculty Members	Member	Dr. Ketki N Pandya	9979851990
11	Representative of Faculty Members	Member	Shri Arvind Ravaliya	9979290752

**Anti-Ragging Squad at the level of College Hostel**

SL. NO.	STRUCTURE OF CELL	DESIGNATION	NAME	CONTACT NO.
1	Hostel Rector	Member	Ms. Harshaben D. Koriya	9328751532
2	Students' representative (Senior)	Member	Ms. Maitreyi Kher	9275085228
3	Students representative (Fresher)	Member	Ms. Bhagavati J. Sutreja	6355388236



## **20. Statutory Declaration under the RTI Act, 2005 :**

Section 4(1)(b) of RTI Act, 2005 covers the statutory declaration of **Gurukul Mahila Arts and Commerce College, Porbandar:**

The College has constituted the PIO and APIO Committee with the following members.

<b>Sl. No.</b>	<b>Name of the Staff</b>	<b>Designation</b>	<b>Position</b>	<b>Contact Details</b>
1.	Dr. Anupam R Nagar	Principal	PIO	9979881990
2.	Prof. Rohiniba Jadeja	Associate Professor	APIO	94268 17979
3.	Shri Amit Bhatt	Administrator	APIO	7990617283

### **20.1 Objectives of the Committee:**

- To Monitor the day-today functioning of the Institution
- To identify work practices which are conducive to the efficient functioning of the Campus.
- To examine the availability of financial resources and infrastructure.
- To provide Information to Citizens
- To promote accountability and transparency in the smooth and effective functioning of the Institution.

### **20.2 Powers and Duties of the Committee members:**

**1. PIO- Public Information Officer-Principal:** He is the Chief Representative of the management and Head of the College. He looks into the whole functioning of the institution and is responsible for the overall affairs of the college. All citizens shall have the right to information accessible and hence the PIO attends to the rights of the applicant, scrutinizes the information sought, examines its urgency and ensures the disposal of the request within prescribed time period.

**2. APIO-Assistant Public Information Officer:** He/She co-ordinates with the PIO by all means in receiving and forwarding the applications of the seekers and ensures the delivery of the information to the applicants.

RTI Act 2005

**20.3** Link : <http://righttoinformation.gov.in/rti-act.pdf>



ARSONG  
Principal,  
Gurukul Mahila Arts & Commerce College  
PORBANDAR