The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)* | 2016-17 |

1. Details of the Institution

1.1 Name of the Institution | GOVERNMENT COLLEGE |

1.2 Address Line 1 | NH-15 |

Address Line 2 | NEAR AKASHWANI |

City/Town | SURGARH |

State | RAJASTHAN |

Pin Code | 335804 |

Institution e-mail address | gcsuratgarh@gmail.com |

Contact Nos. | 01509220168 |

Name of the Head of the Institution: | Sh P.K. Verma |

Tel. No. with STD Code: 01509220168

Mobile: 9799162220

Name of the IQAC Co-ordinator: Dr. Kamal Jeet Singh

Mobile: 9414479512

IQAC e-mail address: iqacgcsuratgarh@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   --

OR

1.4 **NAAC Executive Committee No. & Date:**   EC(SC)/03/RAR/71

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address: www.dce.rajasthan.gov.in

Web-link of the AQAR: http://dce.rajasthan.gov.in/document/content/2017_7_22_11_49_41_aqar%20report%2016-17%20(1).pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	71.6	2004	2004-09
2	2nd Cycle	B	2.27	2014	2014-19
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   25/07/2005

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR _____9/07/2016_____ _____ (DD/MM/YYYY)   4

   ii. AQAR_____6/10/2016_____(DD/MM/YYYY)

   iii. AQAR_____16/01/2017_____ (DD/MM/YYYY)

   iv. AQAR_____25/04/2017_____ (DD/MM/YYYY)

1.9 Institutional Status

   University   State [✓] Central [ ] Deemed [ ] Private [ ]

   Affiliated College   Yes [✓]   No [ ]

   Constituent College   Yes [ ]   No [✓]

   Autonomous college of UGC   Yes [ ]   No [✓]

   Regulatory Agency approved Institution   Yes [ ]   No [✓]

 (eg. AICTE, BCI, MCI, PCI, NCI)

   Type of Institution   Co-education [✓] Men [ ] Women [ ]

                Urban [✓] Rural [ ] Tribal [ ]

Financial Status   Grant-in-aid ☐   UGC 2(f) ✓ UGC 12B ✓

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ✓   Science ✓ Commerce ✓ Law ☐   PEI (Phys Edu) ✓

TEI (Edu) ☐ Engineering ☐   Health Science ☐   Management ☐

Others   (Specify) [.]

1.11 Name of the Affiliating University *(for the Colleges)*   MGS University Bikaner

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   NA

University with Potential for Excellence   NA   UGC-CPE   NA

DST Star Scheme   NA   UGC-CE   NA

UGC-Special Assistance Programme   NA   DST-FIST   NA

UGC-Innovative PG programmes   NA   Any other *(Specify)*   NA

NA

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

2.4 No. of Management representatives

00

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

02

community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

10

2.10 No. of IQAC meetings held   4

00

2.11 No. of meetings with various stakeholders:　　　No.　　　　Faculty

　　　Non-Teaching Staff Students　　| 00 |　Alumni | |　Others | |

2.12 Has IQAC received any funding from UGC during the year?　Yes | |　No | ✓ |

　　　If yes, mention the amount　| |

2.13 Seminars and Conferences (only quality related)

　　(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

　　Total Nos. | 0 |　International | |　National | |　State | |　Institution Level | |

　　(ii) Themes　| NA |

2.14 Significant Activities and contributions made by IQAC

> Purchase of Science equipment's, Expansion of
> toilet facilities for students, playground expansion

2.15 Plan of Action by IQAC/Outcome

　　The plan of action chalked out by the IQAC in the beginning of the year towards quality
　　enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
See Annexure i	Science equipment purchased Toilet facility for students improved.

　Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body　　Yes | ✓ |　　| |

　Management　　| ✓ |　Syndicate | |　Any other body | |

　　Provide the details of the action taken

> The concerned committee have been instructed to work as
> per IQAC plan, The for the financial assistance from RUSA
> have been drafted

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	01			
UG	03		00	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	04			

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: Elective option

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	NIL

Trimester	NIL
Annual	04

1.3 Feedback from stakeholders*   Alumni | X | Parents | X | Employers | ✓ | Students | X |

   (On all aspects)

   Mode of feedback   :   Online | X | Manual | X | Co-operating schools (for PEI) | X |

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> NA

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
23	23			24

2.2 No. of permanent faculty with Ph.D.

| 14 |

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
						0	2	0	2

2.4 No. of Guest and Visiting faculty and Temporary faculty | | | 05 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	10	
Presented papers		11	
Resource Persons			

2.6 Innovative processes adopted by the institution in Teaching and Learning:

NIL

2.7 Total No. of actual teaching days
      during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by
       the Institution (for example: Open Book Examination, Bar Coding,
       Double Valuation, Photocopy, Online Multiple Choice Questions)

NA

2.9 No. of faculty members involved in curriculum
       restructuring/revision/syllabus development
       as member of Board of Study/Faculty/Curriculum Development workshop

03	0	1

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise
      Distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	419		17.17%	57.07%	25.76%	94.51%
B.Com	52		31.91	59.57	22.5	89.2%

B.Sc	74		61.43	38.57		100%
BCA	8		100			100%
MA	24		20	50	30	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Through teaching monitoring cell

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	-----
UGC – Faculty Improvement Programme	----
HRD programmes	----
Orientation programmes	----
Faculty exchange programme	----
Staff training conducted by the university	------
Staff training conducted by other institutions	---
Summer / Winter schools, Workshops, etc.	---
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	00	00	00
Technical Staff	01	02	01	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Research cell has been introduced to facilitate the faculity engaged in reseach projects

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		NIL		
Outlay in Rs. Lakhs		NIL		

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	04	01	05	04
Outlay in Rs. Lakhs			9,95,000	

3.4   Details on research publications

	International	National	Others
Peer Review Journals		05	
Non-Peer Review Journals		05	
e-Journals		00	
Conference proceedings		05	

3.5 Details on Impact factor of publications: NA

Range [　　]   Average [　　]   h-index [　　]   Nos. in SCOPUS [　　]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received

Major projects				
Minor Projects	2012-17	UGC	9,95,000	7,70,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No.   NIL   Chapters in Edited Books   NIL

ii) Without ISBN No.   NIL

3.8 No. of University Departments receiving funds from

UGC-SAP   X   CAS   X   DST-FIST   X

DPE   X   DBT Scheme/funds   X

3.9 For colleges   Autonomy   X   CPE   X   DBT Star Scheme   X

INSPIRE   X   CE   X   Any Other (specify)   X

3.10 Revenue generated through consultancy   X

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies	NIL	NIL	NIL	NIL	NIL

3.12 No. of faculty served as experts, chairpersons or resource persons   X

3.13 No. of collaborations   International   X   National   X   Any other   X

3.14 No. of linkages created during this year   X

3.15 Total budget for research for current year in lakhs :

From Funding agency | NIL | From Management of University/College | NIL

Total | NIL

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions   received by faculty and research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.18 No. of faculty from the Institution
   who are Ph. D. Guides
   and students registered under them

| 03 |

| 8 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 01 |

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | X | SRF | X | Project Fellows | X | Any other | X |

3.21 No. of students Participated in NSS events:

University level | 09 | State level | 01 |

National level | X | International level | X |

3.22 No. of students participated in NCC events: NA

University level | X | State level | X |

National level | X | International level | X |

3.23 No. of Awards won in NSS: NA

University level | 03 | State level | 01 |

National level | --- | International level | --- |

3.24 No. of Awards won in NCC: NA

University level | --- | State level | --- |

National level | --- | International level | --- |

3.25 No. of Extension activities organized

University forum | | College forum | |

NCC | | NSS | 08 | YDC + women cell | 31 |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

> **1. Extension lecture on Women**
>
> **2. Extension lecture on Legal acts and RTI**
>
> **3. Extension lecture on rural development**
>
> **4. Best out of waste competition**
>
> **5 Extension lecture on time management and stress management**

6. A speech on the various welfare schemes of the state and centre

7. A discussion on career, personality and job opportunities

8. Blood donation camp on Pandit Deen dayal Jayanti

9 A talk on seasonal disease and cure

10 Extension lecture on Human Rights

11 Tree plantations

12 A poster competition on unity and diversity

13 An essay writing competition on National Integration

14 A slogan competition on female foeticide and girl education

15 A talk on "Rural ladies are unawared of women rights"

16

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	22.6 acres	----	--	22.6 acres
Class rooms	30	01	UGC	31
Laboratories	10	----	----	10
Seminar Halls	----			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.			UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		5.33 lakhs	UGC	
Others				

4.2 Computerization of administration and library

> Account section has been computerised and
>
> library Automation is in final stage

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21000		4708		25708	
Reference Books	5000		500		5500	
e-Books						
Journals	03		----		03	
e-Journals						
Digital Database						
CD & Video						
Others Magazine	05				05	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	34	02	14	03	02	03	02	0
Added	12	-	-	-	-	03	03	-
Total	56	02	14	03	02	06	05	02 lib.

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

upgradation (Networking, e-Governance etc.)

IT training workshop, Wi Fi campus

4.6 Amount spent on maintenance in lakhs :

 i) ICT

102000=0

 ii) Campus Infrastructure and facilities

209000=0

iii) Equipments

5,33000=0

iv) Others

Total :   **844000=0**

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Workshops and special drives by NSS, Rover- Ranger, sport department and women cell, placement cell.

5.2 Efforts made by the institution for tracking the progression

There is no formal mechanism

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1872	64	01	1937

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

No	%
1316	62.9

Men

No	%
774	37.1

Women

	Last Year						This Year				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
352	667	23	1038	--	2090	328	618	26	963	---	1935

Demand ratio   1:4   Dropout % 2.39%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Extension lectures are conducted by Youth

Development Centre

No. of students beneficiaries

350

5.5 No. of students qualified in these examinations

NET   Nil   SET/SLET   NIL   GATE   NIL   CAT   NIL

IAS/IPS etc   NIL   State PSC   03   UPSC   Nil   Others   10

5.6 Details of student counselling and career guidance

Extension lectures are conducted

No. of students benefitted | 350 |

5.7 Details of campus placement

	On campus		*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	NIL

5.8 Details of gender sensitization programmes

Special lectures and awareness drives by Women Support cell

5.9 Students Activities

  5.9.1   No. of students participated in Sports, Games and other events

State/ University level | 100 | National level | 16 | International level | -- |

No. of students participated in cultural events

State/ University level | --- | National level | --- | International level | --- |

  5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | 30 | National level | --- | International level | --- |

Cultural: State/ University level [---]   National level [---]   International level [---]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	10	6 lacs
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level [X]   National level [X]   International level [X]

Exhibition: State/ University level [X]   National level [X]   International level [X]

5.12   No. of social initiatives undertaken by the students   [-]

5.13 Major grievances of students (if any) redressed: _____ A

part time librarian has been appointed (Self finance scheme) to run the library.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> Education is a dynamic process which strengths the students to make
> the best use of their capacity to make the world a better place to live.
> The institution is committed to invigorate the rural youth to
> materialize their dreams snd nurture future citizens towards excellence

6.2 Does the Institution has a management Information System

> yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Being an affiliated college, the college follows university rules and regulations

6.3.2 Teaching and Learning

Seminars are being organized in the classrooms to enhance communication and competence of the college

6.3.3 Examination and Evaluation

Being an affiliated college, the college follows university rules and regulations

6.3.4 Research and Development

Research cell is introduced to facilitate the faculty who are working on research projects

6.3.5 Library, ICT and physical infrastructure / instrumentation

Computerisation of library is in progress

6.3.6 Human Resource Management

NIL

6.3.7   Faculty and Staff recruitment

> Recruitments are made under self-financing scheme as per requirement of the courses run under SFS

6.3.8   Industry Interaction / Collaboration

> NIL

6.3.9   Admission of Students

> Being a Government institution, the college follows the admission policy issued by Directorate of College Education Rajasthan.

6.4 Welfare schemes for

Teaching	NIL
Non teaching	NIL
Students	NIL

6.5 Total corpus fund generated

> NIL

6.6 Whether annual financial audit has been done   Yes ☐ ✓   No ☐

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

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

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes   No

For PG Programmes   Yes ☐   No ☑

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

There is no Alumini Association registered

6.12 Activities and support from the Parent – Teacher Association

In formal discussion and meetings with the parents help in planning for the optimum benefit of the students

6.13 Development programmes for support staff

NIL

6.14 Initiatives taken by the institution to make the campus eco-friendly

Plantation in the campus, Awareness drive for the Polythene free campus

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the

functioning of the institution. Give details.

> Smart class rooms to be developed

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the

beginning of the year

> See Annexure II

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> 1. Blood donation camp 2.university sports
>
>   events organised

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> NSS rally of environment has been organised

7.5 Whether environmental audit was conducted?   Yes ✓   No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. **Plans of institution for next year**

> See annexure III

Name   Dr. Kamal jeet Singh   *Name Mr. P.K. Verma*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC_*

Annexure i
Internal Quality Assurance Cell

Session 2016-17

Proceedings of the meeting of the IQAC

A meeting of the IQAC committee was held on 25th April 2017 to chalk out the future plan and progress made so far. The following issues have been discussed to enhance the teaching learning facilities in the college.

1. Members were agreed to obey the rule of seniority in all the committees and sub committees of the college.
2. To facilitate the office work, members resolved to recommend to "College Vikas Samiti" for the appointment of one more computer operator.
3. Members agreed to appoint one lab assistant for each laboratory in the college from the beginning of the session.
4. To utilise renewable energy source, members advised to install the solar panel at the administrative block of the college.
5. To harvest the rain water members agreed to develop water tank in the college with the help of state government funds
6. In the main building of the college flooring using interlocking tiles was suggested.
7. For better net connectivity in the ICT lab and in the rest of college a BSNL Lease line of speed 2/4MBPS was suggested.
8. Finally, to compile the AQAR report, members were given the task to collect the various data of the college.

Inter Quality Assurance Cell

Academic session 2015-16

Action Taken Report

IQAC proposed to initiate some projects and procedures to enhance the qualitative standard of the institution and the plans which have been executed during the session are given below.

- Installation of Solar panel at the Administrative block of the college

- Skill-oriented Programmes in YDC

- Construction of smart Class room and toilet facilities both for boys and girls.

- Purchase of Laboratories instrument for science classes, and computers for the college.

- Construction of water storage tank (rain harvesting)

- Parking shed constructed

- Smart board have been brought and installed.

- The college has planned to utilize the amount of RUSA for the best benefit of students.

- A Auditorium hall is planned and order to PWD.

- New online software for library is planned.

- Wi-Fi and Lease line for the college.

- For this session timely appointment of SFS teaching staff is planned

- Separate PG department for history subject is planned