

### YEARLY STATUS REPORT - 2021-2022

Part A		
Data of the Institution		
1.Name of the Institution	S.B.D.GOVERNMENT COLLEGE	
Name of the Head of the institution	Dr. Vinod Kumar Swami	
• Designation	Principal in charge	
• Does the institution function from its own campus?	Yes	
Phone no./Alternate phone no.	01564220027	
Mobile no	9414327820	
Registered e-mail	sbdgcs@gmail.com	
Alternate e-mail	iqacsardarshahar20@gmail.com	
• Address	Near Panchayat Samiti, Ratangarh Road, Sardarshahar	
• City/Town	Sardarshahar	
• State/UT	Rajasthan	
• Pin Code	331403	
2.Institutional status		
Affiliated /Constituent	Affiliated	
Type of Institution	Co-education	
• Location	Urban	

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• Financial Status	UGC 2f and 12(B)
<ul> <li>Name of the Affiliating University</li> </ul>	Maharaja Ganga Singh University, Bikaner
• Name of the IQAC Coordinator	Dr. Devishankar Sharma
• Phone No.	01564220027
Alternate phone No.	
• Mobile	9460931369
• IQAC e-mail address	iqacsardarshahar20@gmail.com
Alternate Email address	sbdgcswebportal@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	http://hte.rajasthan.gov.in/dept/dce/maharaja_ganga_singh_university/s.b.dgovernment_pg_college,_sardarshahar/uploads/doc/Approved%20AQAR%202020-21.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://hte.rajasthan.gov.in/dept/dce/maharaja ganga singh university/s.b.d. government pg college, sardarshahar/uploads/doc/Academic %20Calendar%202021-2022.pdf

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	77	2005	28/02/2005	27/02/2010
Cycle 2	В	2.50	2016	19/02/2016	18/02/2021

#### 6.Date of Establishment of IQAC 13/04/2006

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	0	0

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	4
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

Submitted all pending AQARs

Organized Web seminar, Webinar and Motivational Programmes by various departments

Infrastructure Development- Big Tin Shed construction (Bhamashah Contribution)

Organized educational tours for UG and PG students

N-list subscription for e-resources (Inflibnet)

# 12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

es
as been sent
QARs have been all approved as
as created and received
ription of e- ces done
nation camp for dents
nar/web-seminar s and faculty ducational Tours nized
mbers contributed Programme and line lectures
started
regularly and e-
es in Zoology, ic Administration cience sanctioned
_

Name	Date of meeting(s)
Nil	Nil

#### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	23/12/2021

#### 15. Multidisciplinary / interdisciplinary

The Institution is multidisciplinary with all faculty of Arts, Commerce and Science. The College is affiliated to Maharaja Ganga Singh University, Bikaner. It offers eleven subjects in the programme B.A., 3 subjects in the programme B.Com., 5 subjects in the programme B.Sc. PG programmes are offered in 5 subjects viz., Jainology, Hindi, Botany, Chemistry and Physics. Except Hindi, all programmes in PG are run under SFS. At present, the affiliating university does not provide integration of humanities and sciences, The college has no choice based on selction of inter disciplinary subjects. Environmental education is given through the compulsory paper in UG courses.

#### 16.Academic bank of credits (ABC):

Academic bank of credits plan has not been introduced by the affiliating university yet. Whenever the university/ Department of college education, Rajasthan issues the guidelines regarding this, it will be implemented. Faculties are encouraged to adopt reading material selection and methods of assignments during the class teaching.

#### 17.Skill development:

Skill Development courses are not part of regular courses of this institution but students take part in skill developments schemes such as MMYKVY introduced by the department of college education rajasthan. Value based education for the all round development of students is offered by some departments in the form of values of truth, peace, non-violence and ethical values.

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

This college provides teaching in Jainology which covers many aspects of Culture, Indian traditional system. Yoga activities are regular part of this Programme. This is the only college in Rajasthan where PG Course is being run in the subject Jainology.

Sankrit is taught at UG level and indian knowledge system information is provided to the students. Drawing and Painting is taught at UG level and this subject introduces the students to indian art, culture and traditions. Classroom lecture delivery is offered in bilingual mode whenever possible.

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

The College always tries to focus on Programme Outcomes, Course outcomes and Learning objectives as per the guidelines of the affiliating university. Outcome based education in preview of NEP 2020 will be implemented after issuance of guidelines from Affiliating university and Department of College Education, Rajasthan.

#### 20.Distance education/online education:

The faculty members use Youtube Channel (https://www.youtube.com/channel/UCgGQ1D\_x2Q2v6S8C0bJX5ow) for the benifits of the students. E-content is shared to the students through social media and available on the institutional website. Distance Education is not available in the college. Some faculty members are counsellors in Vardhman Mahavir Open University, Kota. The faculty members use various technological tools for online teaching. All faculty members will be trained to use smart classroom in the teaching and adopt some new methods for blended learning. Some faculty members contribute in various programmes like gyan doot, gyan sudha initiated by the Innovation cell, Department of College Education, Rajasthan.

#### **Extended Profile**

#### 1.Programme

1.1

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

File Description	Documents
Data Template	<u>View File</u>

#### 2.Student

2.1 3022

Number of students during the year

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File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

2.2

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

File Description	Documents
Data Template	<u>View File</u>

2.3

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<u>View File</u>

#### 3.Academic

3.1

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

Number of sanctioned posts during the year

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3.Academic	
Number of full time teachers during the year	

3.2	52

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1	30
Total number of Classrooms and Seminar halls	
4.2	18.59326
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	25
Total number of computers on campus for academic purposes	

#### Part B

#### **CURRICULAR ASPECTS**

#### 1.1 - Curricular Planning and Implementation

Number of sanctioned posts during the year

- 1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process
- 1. Some Senior faculty members are members of the Board of Studies (MGSU, Bikaner) and one senior faculty member is a member of Academic Council and BoM. The members actively take part in the meetings convened by Maharaja Ganga Singh University, Bikaner.
- 2.Syllabus is completed timely by the faculty members in respective classes.
- 3. The guideline issued by the DCE and by the affiliating university regarding new courses and programmes followed accordingly.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	Nil

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

The academic calender is decided by Commissionerate College Education, Rajasthan. The academic calender for the internal examination and other co-curriculor activities is displayed on notice board for the reference of students and faculty members. The academic calendar is also displayed on the institutional website.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja ganga singh university/s.b.d. governme nt pg college, sardarshahar/uploads/doc/Ac ademic%20Calendar%202021-2022.pdf

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

#### A. All of the above

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

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#### 1.2 - Academic Flexibility

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

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

60

File Description	Documents
Any additional information	<u>View File</u>
Minutes of relevant Academic Council/ BOS meetings	<u>View File</u>
Institutional data in prescribed format (Data Template)	<u>View File</u>

#### 1.2.2 - Number of Add on /Certificate programs offered during the year

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

0

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

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

0

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

#### 1.3 - Curriculum Enrichment

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

The compulsory papers on Elementary Computer Application and Environmental Studies at the UG Part I level are the two significant initiatives that address and integrate Environment and Sustainability, Human Values and Professional Ethics in the curriculum. The conveners and members of BoS update and revise the curriculum keeping in mind the current and relevant social issues. Different elective papers at both UG and PG level in the curriculum also integrateissues relevant to Gender, Environment and Sustainability, Human Values, Human Rights and Duties, Cultural Geography, Spirituality and Management, Equity, etc.

File Description	Documents
Any additional information	<u>View File</u>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<u>View File</u>

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

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<u>View File</u>

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

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0

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

#### 1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://hte.rajasthan.gov.in/college/gcsar darsahar/feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<u>View File</u>
Any additional information	<u>View File</u>

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<u>View File</u>
URL for feedback report	https://hte.rajasthan.gov.in/college/gcsar darsahar/feedback

#### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

#### 2.1.1.1 - Number of students admitted during the year

3022

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

# 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

#### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

573

File Description	Documents
Any additional information	<u>View File</u>
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

#### 2.2 - Catering to Student Diversity

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

The college conducts every possible measure to assess the learning levels of its students. The students are counseled, guided and oriented at the time of admission to make them aware about the course, criterion of assessment, curricular and co-curricular activities, rules and regulations of the institution as well as facilities available in the college. The teachers from all departments counsel the students regarding the scope of different courses being offered as well as provide guidance in relation to the student's aptitude and competence. Teachers remain available in college to clear the doubts and counsel the students even on a one to one basis. Links for Gyan doot, Gyan Sudha and Rajiv Gandhi e content bank are provided on college website.

Some of the measures taken for the slow learners are:

YouTube channel created

Assignments and study notes provided

Linksof the videos are shared through social media under gyan sudha programme

File Description	Documents
Paste link for additional information	https://www.youtube.com/channel/UCgGQ1D x2 Q2v6S8C0bJX5ow
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3022	15

File Description	Documents
Any additional information	<u>View File</u>

#### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student-centric education is the feature of the College and the teaching-learning approach is strongly focusedon enhancing skills, experience, and knowledge:

Lecture method: This method is adopted by all the teachers. This method facilitates the teacher to interpret, explain, and revise the text-only content to better understand the subject by the learners. Different student support systems are available in the college like Library, Computer Lab, Reading Room, I.C.T based classrooms (Smart Classrooms). I.C.T. enabled teaching methods have been made available in the College. Online Teaching-Learning Process is supported with Regular practical Sessions. Laboratory facilities in all subjects are well equipped. To increase the concentration in various activities, the college has framed many committees and clubs including the Cultural Committee, Sports Committee and Career counseling cell.

File Description	Documents
Upload any additional information	<u>View File</u>
Link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja_ganga_singh_university/s.b.dgovernme nt_pg_college,_sardarshahar/uploads/doc/2. 3.1.pdf

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

Faculty members of the college use ICT technology to improve the teaching and learning process. LCD projectors,

computer/laptopssystems are used in the classrooms available to students by teachers. YouTube, power point slides, E- mails, WhatsApp group, Telegram, Zoom, Google classrooms, OBS studio, are used to prepare e- lectures, College website are used as platforms to teach, communicate, provide material and syllabus, make announcements, address queries, mentor and share information. These applications are also used to provide online education during the covid-19 situation. Computers with LAN connections in various departments. Broadband service is available in the library, I.C.T. lab, and computer cell. College is also equipped with CCTV camera, Printers, Photocopier, Video conferencing room, E-podium, including camera, screen, and led T.V. The library and the

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<u>View File</u>

# 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

14

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	<u>View File</u>
Mentor/mentee ratio	<u>View File</u>

#### 2.4 - Teacher Profile and Quality

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

16

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

# ${\bf 2.4.2 - Number\ of\ full\ time\ teachers\ with\ Ph.\ D.\ /\ D.M.\ /\ M.Ch.\ /D.N.B\ Superspeciality\ /\ D.Sc.\ /\ D.Litt.\ during\ the\ year\ (consider\ only\ highest\ degree\ for\ count)}$

# 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

7

File Description	Documents
Any additional information	<u>View File</u>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<u>View File</u>

# 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

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#### 119

File Description	Documents
Any additional information	<u>View File</u>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<u>View File</u>

#### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The annual assessment is done through an examination conducted by the university. Term tests and attendance are the main criteria of their evaluation. Detailed feedback for their possible amendment and demystification is discussed with students by their teachers. However, term tests marks are not added for the final assessment since the College follows the University and Commissionerates' regulations. In all the subjects where practical exams are part of the curriculum, it is mandatory to submit a practical record that is evaluated, and marks are added during the final consolidation of results. The College ascertains full transparency in the process of conducting the annual examinations. The College acts as an important center for the assessment of answer books of the University Annual Examinations. The answer books are provided a code number by the university, and the evaluation process is transparent. The marks are filled in the online, and complete secrecy is maintained. An analysis of the results of the U.G. and P.G. programs reveals that the institution has consistently maintained a desirable position in its achievements.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja ganga singh university/s.b.d. governme nt pg college, sardarshahar/uploads/doc/2. 5.1%20UG%20Time%20Table.pdf

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

The College is affiliated with Maharaja Ganga Singh University

(MGSU), Bikaner. It follows an annual examination scheme as per the University calendar. The College is a significant center for examinations. Regular and Private students appear for their examsduring annual examinations. Most of the grievances related to the examination are received after declaration of results by the MGS University. The errors in their results like marks of the assessments, attendance sheets, error in the bio-data etc. are addressed. To deal with examination related grievances a committee has been constituted headed by a senior faculty member.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja ganga singh university/s.b.d. governme nt pg college, sardarshahar/uploads/doc/2. 5.2.pdf

#### 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The College runs various Under Graduate and Post Graduateprograms through respectivedepartments. The U.G. programs are B.A, B.Sc, B.Com, and P.G. programs are M.A and M.SC. There are 11 subjects in Arts, 05 in science and 03 in commerce. The College is affiliated with MGSU, Bikaner. The College strictly follows its prescribed curriculum. The learning outcomes of each course are built into the curriculum of each discipline. The program's outcomes and course outcomes are clearly stated to the student through the syllabus available on the University website. The College website also displays academic calendar, the timetable for all the courses offered by the College, exam schedules. The faculty members also offer regular formal and informal guidance to students about the courses. Therefore, both Students and teachers have clarity on the learning outcomes of the subjects taught in every course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://hte.rajasthan.gov.in/college/gcsar darsahar/Programmeoutcomes
Upload COs for all Programmes (exemplars from Glossary)	<u>View File</u>

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

The program outcomes and course outcomes primarily aim to impart knowledge and skills critical for building students' competence and personality. The program and course outcomes are evaluated, and corrective measures are taken, it involves analyzing feedback on curriculum, teaching, progression to higher education. Program and course outcomes are also discussed and evaluated in the Academic Council and Board of Studies. The faculty is encouraged to update their subject knowledge and keep pace with changing teaching methodology and delivery trends by pursuing higher studies and participating in faculty development programs and seminars. Other forms of experiential learning events like workshops/seminars are used to evaluate the outcomes indirectly. All departments also analyze the annual exam results. The performance of students is reviewed, and departments take corrective measures.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	https://hte.rajasthan.gov.in/dept/dce/maha raja ganga singh university/s.b.d. governm ent pg college, sardarshahar/uploads/doc/P O,CO,PSO%202021-2022.pdf

#### 2.6.3 - Pass percentage of Students during the year

# 2.6.3.1 - Total number of final year students who passed the university examination during the year

802

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	https://hte.rajasthan.gov.in/dept/dce/maha raja_ganga_singh_university/s.b.dgovernm ent_pg_college,_sardarshahar/uploads/doc/2 .6.3%20Annual%20Report%20of%20Passed%20stu dents.pdf

#### 2.7 - Student Satisfaction Survey

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

http://hte.rajasthan.gov.in/dept/dce/maharaja ganga singh universi ty/s.b.d. government pg college, sardarshahar/uploads/doc/2.7.1.pd f

#### RESEARCH, INNOVATIONS AND EXTENSION

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

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#### 3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

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

0

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

#### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college has adoptedonline mode of lecture delivery to the students. YouTube Channel was created where the syllabus related videos were regularly uploaded so as to evolve a quick and effective way of continuing the work of teaching. It must be mentioned that in a short span of time all our faculty members learnt the skills of Online Lecture presentation. Some of the faculty members also delivered lectures through online teaching platforms.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.youtube.com/channel/UCgGQ1D_x2 Q2v6S8C0bJX5ow

# 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

# 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

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

#### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

#### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

7

File Description	Documents
URL to the research page on HEI website	https://hte.rajasthan.gov.in/college/gcsar darsahar/researchactivities
List of PhD scholars and their details like name of the guide, title of thesis, year of award etc (Data Template)	<u>View File</u>
Any additional information	<u>View File</u>

# 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

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#### 14

File Description	Documents
Any additional information	<u>View File</u>
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

- 3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/international conference proceedings per teacher during the year
- 3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/international conference proceedings year wise during year

4

File Description	Documents
Any additional information	<u>View File</u>
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

#### 3.4 - Extension Activities

- 3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year
- 1. Survey by NSS volunteers to connect the children to primary education in Kaka colony Sardarshahar. 2. Social awareness programme for Hygiene conducted by NSS volunteers

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

- 3.4.2 Number of awards and recognitions received for extension activities from government / government recognized bodies during the year
- 3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<u>View File</u>
e-copy of the award letters	No File Uploaded

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

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

2

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	<u>View File</u>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<u>View File</u>

- 3.4.4 Number of students participating in extension activities at 3.4.3. above during year
- 3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

100

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	<u>View File</u>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

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#### 3.5 - Collaboration

# 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/internship during the year

# 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<u>View File</u>

# 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<u>View File</u>

#### INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Facilities for teaching-learning

Laboratories.Classrooms: There are 30 classrooms, 02 lecture

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theatres (Chemistry, Zoology), 07 Practical Laboratories, 07 Classrooms with Interactive Boards. Most of the departments are equipped with at least one computer.

Smart Classroom: The Institute has a smart classroom for online classes of students.

Auditorium: The institution has an auditorium

Playground: The College has a sports cmplex and gymnasium with adequate amount of sports facilities.

Laboratories: The college has 09 laboratories.

ICT Lab: ICT laboratory is equipped with 10 computers with LAN connection.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja_ganga_singh_university/s.b.dgovernme nt_pg_college,_sardarshahar/uploads/doc/4. 1.1.pdf

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

Availability of Gymnasium, Sports Complex and Differents courts and grounds for sports facilities.

Cultural activities are organised at different places in the campus.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja ganga singh university/s.b.d. governme nt pg college, sardarshahar/uploads/doc/4. 1.2%20Sports Gymnasium Games.pdf

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

7

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja ganga singh university/s.b.d. governme nt pg college, sardarshahar/uploads/doc/4. 1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

# 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

# 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

18.59326

File Description	Documents
Upload any additional information	<u>View File</u>
Upload audited utilization statements	<u>View File</u>
Upload Details of budget allocation, excluding salary during the year (Data Template	<u>View File</u>

#### 4.2 - Library as a Learning Resource

#### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library has about 33178 books classified and indexed. The library is situated in a separate independent building which includes one reading hall, one reference room and one room with computer facility. Some booksof the Library are available in Online Library Tabin the old website (http://www.sbdgc.ac.in/) of the college.

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File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://www.sbdgc.ac.in/Online%20Library/index.htm

# 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<u>View File</u>
Details of subscriptions like e- journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<u>View File</u>

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

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

#### 1.6614

File Description	Documents
Any additional information	<u>View File</u>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<u>View File</u>

# 4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

#### 4.2.4.1 - Number of teachers and students using library per day over last one year

5

File Description	Documents
Any additional information	<u>View File</u>
Details of library usage by teachers and students	<u>View File</u>

#### 4.3 - IT Infrastructure

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

The institution updates its IT facilites according to the needs. At present most of the departments have a computer with LAN connection. 2 of thedepartments, Library and IQAC have Wi- Fi facility.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja_ganga_singh_university/s.b.dgovernme nt_pg_college,_sardarshahar/uploads/doc/4. 3.1%20IT%20Infrastructure.pdf

#### 4.3.2 - Number of Computers

10

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<u>View File</u>

# **4.3.3 - Bandwidth of internet connection in the Institution**

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	<u>View File</u>
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

#### 4.4 - Maintenance of Campus Infrastructure

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- 4.4.1 Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)
- 4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

18.59326

File Description	Documents
Upload any additional information	<u>View File</u>
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Being a State Government College, the institute does not enjoy autonomy in direct governance as far as structure, system, and policy matters are concerned. But it has somefreedom in the implementation of available resources. The College takes direct initiative in the maintenance of infrastructure and support facilities through the various committees constituted at the beginning of the academic session for effective planning and implementation. The State Government, CCE, and RUSA allocate a specific amount to Govt. Colleges for maintenance from time to time. The proposals for other requirements related to maintenance are submitted to the Mahavidyalay Vikas Samiti.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	https://hte.rajasthan.gov.in/college/gcsar darsahar/iqac

#### STUDENT SUPPORT AND PROGRESSION

#### **5.1 - Student Support**

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

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

1027

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

# 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

# 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

# 5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	<u>View File</u>
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

0

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

0

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

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

B. Any 3 of the above

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

#### **5.2 - Student Progression**

#### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

45

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

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

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

3

File Description	Documents
Upload supporting data for the same	<u>View File</u>
Any additional information	<u>View File</u>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

#### 5.3 - Student Participation and Activities

- 5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year
- 5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

8

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

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

The democratic process finds its roots in academic institutions. Students Council known as Student's Union is formed in the college as per the recommendations and guidelines of the government of

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Rajasthan orders and notifications issued from time to time. Student representation is also evident in extension activities like NCC, NSS, Ranger/Rover, and various awareness programmes. Due to COVID-19 pandemic, student union elections were not conducted so were theguidelines of department of college education, Rajasthan.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gcsar darsahar/circulars
Upload any additional information	No File Uploaded

# 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

# **5.3.3.1** - Number of sports and cultural events/competitions in which students of the Institution participated during the year

12

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

#### 5.4 - Alumni Engagement

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

Yes, Registered. The Alumni Association of the Institution takes keen interest in overall development of the college.

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File Description	Documents
Paste link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja_ganga_singh_university/s.b.dgovernme nt_pg_college,_sardarshahar/uploads/doc/5. 4.1.pdf
Upload any additional information	<u>View File</u>

## **5.4.2 - Alumni contribution during the year** (INR in Lakhs)

E. <11	Lakhs
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File Description	Documents
Upload any additional information	No File Uploaded

#### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The college is governed and administered by the policies and directives of state government through the Commissioner, College Education who manages and administers all the government colleges of Rajasthan. The Principal is the Administrative Head at the college level who is responsible for the distribution of all responsibilities. The principal decentralizes duties and the senior faculty members are in-charges of three main components viz. Establishment, Accounts and Academic to shoulder various administrative responsibilities. The college administration tries to facilitate the development of required basic infrastructure such as Library Facility, Reading room, Sports Facilities, Botanical Garden etc. Regular meetings of the Mahavidalaya Vikas Samiti (MVS) and stakeholders play a significant role in overall governance viz. planning, deployment, monitoring and execution of agendapertaining to development, teaching, social responsibilities, and innovative practices. Besides the funds recieved from government the college administration always tries to raise the funds from non-government agencies, Bhamashah, Alumni, M.P. and MLA funds etc.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gcsar darsahar/aboutus
Upload any additional information	No File Uploaded

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

Various committees are constituted for the timely execution of institutional work. The grievances of all stakeholders regarding delivery of services like online admission, Sampark Portal of Rajasthan Govt are resolved immediately. In order to do that, senior faculty members are made conveners of committees. To achieve the academic outcomes through Participative Management all faculty members do their assigned work on time. Regular meetings of the Staff Council are held and all issues are discussed accordingly. The head of the institution always takes decision after discussion with senior faculty members and various committee conveners. The committee conveners and senior faculty members, under the leadership of the Principal, always work for the betterment of the college by visiting the Philanthropists and Bhamashahs to get their involvement and contribution.

File Description	Documents
Paste link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja ganga singh university/s.b.d. governme nt pg college, sardarshahar/uploads/doc/Co llege%20Committees%202021-2022.pdf
Upload any additional information	No File Uploaded

#### 6.2 - Strategy Development and Deployment

#### 6.2.1 - The institutional Strategic/perspective plan is effectively deployed

The college is managed and regulated by decentralization and participatory management in keeping with its belief in collective leadership and democratic traditions. The all faculty members are allocated the Establishment, Accounts and Academic sections to execute administrative functions and the management of college. The faculty members are associated with several committees such as Admission committee, Examination committee, Sports committee, and

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so many other committees related to co-curricular activities like NSS, NCC, Rover-Ranger etc. All departments are headed by an incharge according to their seniority andresponsible for the functionality of respective department. The staff council meeting and respective committee meetings are called periodically for efficient implementation of agenda.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://hte.rajasthan.gov.in/college/gcsar darsahar/aboutus
Upload any additional information	No File Uploaded

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

The college comes under the Commissionarate of College Education, Rajasthan headed by the Commissioner. The staff members include teaching staff, office support staff, Librarian, Laboratory assistants, PTI etc. The teaching staff is assigned various responsibilities as convenors and members of various committees such as NSS, NCC, IQAC, SCHOLARSHIP etc. AAO and Accountant deal with financial matters. Besides, many are recruited on contractual basis via Mahavidhalaya Vikas Samiti like computer operators, book lifter, chowkidar etc. Since the college is a government institute and therefore it is mandatory to follow certain rules, regulations and policies framed by the state government which is covered under Rajasthan Services Rules (RSR). The staff is recruited by Rajasthan Public Service Commission (RPSC) and other agencies.

File Description	Documents
Paste link for additional	
information	http://hte.rajasthan.gov.in/dept/dce/mahar
	aja ganga singh university/s.b.d. governme
	<pre>nt_pg_college,_sardarshahar/uploads/doc/or</pre>
	ganosation-chart09-05.png
Link to Organogram of the	
institution webpage	http://hte.rajasthan.gov.in/dept/dce/mahar
	aja ganga singh university/s.b.d. governme
	<pre>nt_pg_college,_sardarshahar/uploads/doc/or</pre>
	ganosation-chart09-05.png
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	<u>View File</u>
Any additional information	No File Uploaded
Details of implementation of e- governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

#### **6.3 - Faculty Empowerment Strategies**

#### 6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The college implements all the welfare schemes of the state government.GPFand SI are compulsary deductions for future financial security. "Group Insurance Scheme" which covers accidental death insurance will be applicable for all staff members. Besides these facilities various types of leaves can be availed by all staff members such as C.L.(Casual leave), P.L.(Privilege leave), HPL(Half paid leave), Academic leave(only for teaching staff), Child care leave (only for female staff), Paternity leave(only for male staff) etc.

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File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gcsar darsahar/forms
Upload any additional information	No File Uploaded

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

0

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

- **6.3.3** Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year
- 6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

7

File Description	Documents
IQAC report summary	<u>View File</u>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<u>View File</u>
Upload any additional information	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

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

The performance of every employee whether teaching or non teaching is apraised by the principal and reviewed by the competent authority on annual basis covering various aspects of working/behaviour and overall performance. This helps us in

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assessing the overall conduct of the employee. There will be a self appraisal proforma for teaching and non teaching staff in which the "Reportee" officer fills some certain informations in this proforma which were judges and rated by the "Reporting" officer on the basis of some criterion such as output of work, leadership quality, analytical and decision making ability and ability to take initiative etc. At the next step "Reviewing" authority, the Commissioner then finally gives the overall rating, which then is conveyed back to the "Reportee" which is now "Accepting officer. In addition to the teaching staff. non-teaching staff is also required to fill their ACR/PaR annually.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gcsar darsahar/forms
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

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

The funds received are properly allocated and distributed for the meant purpose and utmost care is taken that they are properly utilized. The AAO and Accountant of the college maintain the details with regards to accounts, audited by a charted accountant hired for the purpose by the college. An audit team from the Directorate/State checks and verifies the accounts for irregularities if any. Any shortcomings/objections raised by the audit are settled up as per rules and policies. The Annual Audit Programme has been introduced by the DCE, Rajasthan Jaipur. The external audit is carried out by the auditors from the Office of Accountant General (AG)Rajasthan, Jaipur. The internal audit is done by the team from Commissionerate College Education Rajasthan, Jaipur. The accounts related to Mahavidhalaya Vikas Samiti are audited by CA hired for the purpose by the college. In addition, Physical audit is conducted by the Auditing party.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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

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

#### 0.49

File Description	Documents
Annual statements of accounts	<u>View File</u>
Any additional information	<u>View File</u>
Details of Funds / Grants received from of the non- government bodies, individuals, Philanthropers during the year (Data Template)	<u>View File</u>

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

The funds are utilized as per GF& AR of the State. Either the Principal is the DDO or one of the senior members is given the charge of DDO who looks after the financial matters including the salary of the college employees. There is an office of AAO supported by accounts staff who maintain proper ledger with details of the financial support received and utilized under different heads from various agencies. The State Government allocates a specific amount to government colleges for overall development and maintenance and this disbursed as per allocated heads. The committee constituted for college development purpose puts forth the demand and requirements before the principal and such proposals are also submitted to Mahavidhalaya Vikas Samiti, UGC etc.

File Description	Documents
Paste link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja_ganga_singh_university/s.b.dgovernme nt_pg_college,_sardarshahar/uploads/doc/6. 4.3.pdf
Upload any additional information	<u>View File</u>

#### **6.5 - Internal Quality Assurance System**

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Submitted all the pending AQARs of Last years

Organised Web Seminars and Educational Tours in Collaboration with various departments of the college

Organised Web seminar on Intellectual Property Rights

Increased the use of ICT by the faculty members

Inspiring the Bhamashahs for infrastructure development

File Description	Documents
Paste link for additional information	http://hte.rajasthan.gov.in/dept/dce/mahar aja ganga singh university/s.b.d. governme nt pg college, sardarshahar/uploads/doc/IQ AC%20Report%202021-2022 SBD%20Government%2 0PG%20College Sardarshahar 30%20April%2020 22.pdf
Upload any additional information	<u>View File</u>

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

The IQAC strives to enhance the aims of improving organizational performance. IQAC's initiatives have been implemented at all levels, including establishing simplification of processes and documentataion, instructional strategies, data analysis, and programmes for students help. Various co-curricular activities for

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the participation of students organised.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gcsar darsahar/iqac
Upload any additional information	<u>View File</u>

- 6.5.3 Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)
- D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://hte.rajasthan.gov.in/college/gcsar darsahar/igac
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

#### INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 - Institutional Values and Social Responsibilities

- 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the year
- 1. Safety and security -Our college has exclusive surveillance network with 24x7 monitored CCTV. There is provision of rotational duty by all faculty members for maintenance of discipline.

  Awareness campaigns on women safety through rallies are carried out frequently under the auspices of NSS.
- 2. Counselling Formal and informal avenues for counseling of

male and female students in our college. Career counseling cell is also functional in our college where students can approach freely and free to have consultation.

3. Common Rooms - Separate common rooms for girls are there in the academic wings. It's the most secured place of our college. The Girls' common room has been provided with all basic facilities such as attached clean facilities, continuous RO water supply, and comfortable furniture for resting. This room is also provided table chair sets for studying.

File Description	Documents
Annual gender sensitization	
action plan	https://hte.rajasthan.gov.in/dept/dce/maha
	raja_ganga_singh_university/s.b.dgovernm
	<pre>ent_pg_college,_sardarshahar/uploads/doc/7</pre>
	<u>.1.1.pdf</u>
Specific facilities provided for	
women in terms of:a. Safety and	https://hte.rajasthan.gov.in/dept/dce/maha
security b. Counseling c.	raja ganga singh university/s.b.d. governm
Common Rooms d. Day care	<pre>ent pg college, sardarshahar/uploads/doc/7</pre>
center for young children e. Any	<u>.1.1.pdf</u>
other relevant information	

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensorbased energy conservation Use of LED bulbs/power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<u>View File</u>
Any other relevant information	<u>View File</u>

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

NSS units of college constantly strivefor cleanliness, various grounds in campus are cleaned by Students green waste is used for making compost and other waste is managed by external sources. Collected solid waste is handed over to the municipal council for

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further processing. An inkjet cartridge is also used after refilling. This method reduces the volume of e-waste generation. The prints are taken on both sides of papers and waste papers are used for rough work thuareducingpaper load a small initiative towards nature conservation.

Hazardous chemicals and radioactive waste management - In the Department of Chemistry, LPG gas burners are used instead of gas plant based on coal/wood/diesel/petrol etc. thus reducing carbon emission.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<u>View File</u>

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Any other relevant information	<u>View File</u>

#### 7.1.5 - Green campus initiatives include

## 7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- B. Any 3 of the above
- 1. Restricted entry of automobiles
- 2. Use of bicycles/ Battery-powered vehicles
- 3. Pedestrian-friendly pathways
- 4. Ban on use of plastic
- 5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

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

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

The admission policy issued by the Commissionerate of College education, Rajasthan is strictly followed in matters of admission to various undergraduate and postgraduate programmes in which adequate representation of students belonging to different social categories is ensured. Values of national unity and integrity, fraternity, brotherhood and respect for all human beings irrespective of caste, class, community, sex, or colour of skin are the guiding principles of all our curricular, cocurricular and extra-curricular activities. Hindi Divas and Matra Bhasha Diwas are celebrated to feel the importance of regional languages in the College. A variety of programmes and activities are regularly conducted in the college and in keeping with the theme of the campaign, the students are exposed to the culture, language, customs and traditions, folk art forms and other unique features of the sister State under EBSB.

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

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

The College makes full use of every opportunity to sensitize our students and the employees to the constitutional obligations about values, rights, duties, and responsibilities of citizens with a

view to enable young students to conduct as a responsible citizen. In consideration of low percentage of voting in the district, an awareness drive for the same was taken under "SVEEP" programme of Election Commission of India. The College made it an important occasion to call a meeting of students and employees on National Voter's Day on 25 January. The College, also, shows a keen interest in organizing various activities like Quiz Competition, Essay writing, Debate etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://hte.rajasthan.gov.in/dept/dce/maha raja_ganga_singh_university/s.b.dgovernm ent_pg_college,_sardarshahar/uploads/doc/7
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	<u>View File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<u>View File</u>
Any other relevant information	<u>View File</u>

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

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The College organizes and celebrates various days of importance to educate the students on issues of social concerns as well as the achievements of humanity. The activities to celebrate various days are many and include: Organizing extension lectures, Meetings of students with an expert on topic, Exhibitions of works and achievements Quiz and Essay-writing competitions Conducting Awareness camps for blood donation, hygiene, cleanliness etc.A few days of national and international importance celebrated at the college is given in following list.

- 05 September Shikshak Divas
- 14 September Hindi divas
- 24 September NSS Day
- 02 October Gandhi Jayanti, Shastri Jayanti, International Ahimsa Divas
- 26 November Constitution Day
- 10 December Human Rights Day
- 12 January Rashtriya Yuva Divas
- 26 January Republic Day Flag-hoisting ceremony
- 30 January Shaheed Divas
- 08 March International Women's Day
- 23 March Bhagat Singh, Sukhdev, Rajguru Shaheed Divas
- 14 April Ambedkar Jayanti
- 21 June International Yoga Day

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

#### 7.2 - Best Practices

- 7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.
- 1.Infrastructure Development of the college through the contribution of Bhamashahs.
- 2. Various Programmes in PG courses are run under SFS scheme. PG Course in Jainology was introduced in 2019-20. This programme focuses on core human values like non violence, peace and yoga. This is the one and only Government college in the state which is offering PG course in Jainology.

File Description	Documents
Best practices in the Institutional website	https://hte.rajasthan.gov.in/dept/dce/maha raja ganga singh university/s.b.d. governm ent pg college, sardarshahar/uploads/doc/B est%20Practice%20(2).pdf
Any other relevant information	https://hte.rajasthan.gov.in/dept/dce/maha raja_ganga_singh_university/s.b.dgovernm ent_pg_college,_sardarshahar/uploads/doc/B est%20Practice%20(1).pdf

#### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

SBD college (established in 1960) imparts affordable and student centric education. The relations with community have ensured that SBD has its own unique identity andreputation. The larger

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community recognizes the constructive learning environment, and promote high quality education. Regionally, it is the most esteemed and sought-after college. Bhamashah's Contribution is sought to cater the infrastructure needs of the institution. The faculty members under the leadership of the principal motivate the philanthropists in order to receive funds & other necessary resources for the development of the college.

File Description	Documents
Appropriate web in the Institutional website	<u>View File</u>
Any other relevant information	No File Uploaded

#### 7.3.2 - Plan of action for the next academic year

- 1. SSR preparation and NAAC Grading in the upcoming session
- 2. PG Hindi Permanent affiliation and New PG Courses Introduction
- 3. Renovation/Construction of library and commerce block
- 4. To increase e-resources use among faculty members
- 5. Organising Seminar/Web seminar on Career Opportunities for Students, Awareness Programmes for Students on Use of ICT in Learning
- 6. Publication of Annual Magazine of the 2022-23 session
- 7. To enhance Online Teaching Activities through smart classroom and other possible means for blended learning.
- 8. Increase Sports Infrastructure and ICT Facilities in the Institution.
- 9. Installation of solar plant, Proper maintenance of Rain Water Harvesting