Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE TONK**
Name of the head of the Institution	**Sh. R. P. Beniwal**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01432247432**
Mobile no.	**9413961390**
Registered Email	**principalgctonk@yahoo.in**
Alternate Email	**principalgctonk37@gmail.com**
Address	**Baheer Road**
City/Town	**Tonk**
State/UT	**Rajasthan**
Pincode	**304001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. J L Kumawat**
Phone no/Alternate Phone no.	**01432247432**
Mobile no.	**9414841565**
Registered Email	**principalgctonk@yahoo.in**
Alternate Email	**principalgctonk37@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://hte.rajasthan.gov.in/dept/dce/maharshi_dayanand_saraswati_university_ajmer/government_college,_tonk./uploads/doc/AQAR%202015-16.pdf

4. Whether Academic Calendar prepared during the year	**No**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**75.10**	**2005**	**28-Feb-2005**	**27-Feb-2010**
2	**B**	**2.51**	**2015**	**25-Jun-2015**	**24-Jun-2020**

6. Date of Establishment of IQAC	**11-Feb-2014**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Academic Performance	**29-Jul-2016** **256**	**3560**
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2017 00	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Organizing Workshops and Extension Lectures of Eminent Persons

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	19-Jan-2017
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college adopts systematic process of curriculum delivery to the students. Efforts are made in order to monitor effective governance of the academic process within the institution. The committee formed to meet this requirement holds meetings regularly to discuss the emerging demands from students as well as the syllabus revised(from time to time) by the affiliating university. It is the responsibility of the HOD's who ensure that adequate weightage is given to every aspect of the curriculum/syllabus and thereby effective delivery of all faculty members within each department. In order to assess effectiveness of the process, subject-wise and class-wise assessment of the Student is conducted at the end of every month by some of the faculty members. After evaluation of the monthly assessment, students are given guidance by the faculty members during extra time.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
[View File](#)		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	Nil	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NSS	21/07/2016	212
NCC	28/07/2016	36
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	Nil	Nill
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
The test papers are made available to the students. They are given guidance and then oral and offline feedback is sought to improve the method of evaluation.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PhD or DPhil	Phd	16	16	16
BA	BA	3600	3538	2853
BCom	BCom	480	122	73
BSc	BSc	960	735	650
MA	MA	600	412	369
MSc	Msc	240	75	62
MCom	MCom	120	82	60
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution	Number of students enrolled in the institution	Number of fulltime teachers available in the	Number of fulltime teachers available in the	Number of teachers teaching both UG

	(UG)	(PG)	institution teaching only UG courses	institution teaching only PG courses	and PG courses
2016	3576	491	13	44	57

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
35	35	28	Nill	1	2
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

There is a career guidance cell setup at the institutional level. At the time of admission and even later on when students approach the members of the cell, they are guided as to which subjects they should opt for. They are also told about the benefits of the relevant subject in future.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4083	63	1:65

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
86	63	23	6	35

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Dr. SAYED SADIQUE ALI	Associate Professor	Ehteramuddin Shagil (Raj)
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nill	00	00	Nill	Nill
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The internal assessment within the college primarily includes term tests, and group discussions at the department level. The term tests are becoming popular. Surprise tests are also conducted during the class hours for assessing the performance. The pattern, nature and structure of evaluation of the surprise tests are designed by the concerned teaching faculty. It was felt necessary to give assignments and conduct Extension lectures for the students in order to provide a platform for free expression and exchange of ideas. Tutorials and informal discussions are held for slow learners by giving them small and easy assignments and also motivating them, rewarding them by a token of appreciation for their achievements. The seminars and discussions are a later addition to the practice of internal assessment as an improvisation upon earlier practice of conducting tests alone. It has been realized that an active and participative method would prove more fruitful.

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

We adhere to the academic calendar sent by the commissionerate and follow the rules and regulations of MDS University, Ajmer for the examinations. At the college level we prepare time table for each faculty.

2.6 – Student Performance and Learning Outcomes

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

http://hte.rajasthan.gov.in/dept/dce/maharshi_dayanand_saraswati_university_ajmer/government_college,_tonk./uploads/doc/2.6.1%20Student%20Performance%20and%20Learning%20Outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	BA	2926	1938	66.23
Nill	BCom	BCom	138	59	42.75
Nill	BSc	BSc	566	404	71.38
Nill	MA	MA	142	125	88.03
Nill	MCom	MCom	27	23	85.19
Nill	MSc	MSc	40	33	82.50
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2.7 – Student Satisfaction Survey

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

http://hte.rajasthan.gov.in/dept/dce/maharshi_dayanand_saraswati_university_ajmer/government_college,_tonk./uploads/doc/SSS%202016-17.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year

Nill	Nill	Nil	Nill	Nill

No file uploaded.

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nill	Nill

No file uploaded.

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nill	Nill	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Urdu	1
Public Add.	3

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Hindi	2	0.5
International	ECONOMICS	5	1
National	Political Science	3	1
National	Geography	2	1
International	Chemistry	1	1
National	Public Add.	2	1
[View File](#)			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Botany	1
Hindi	1

Economics	**2**
Political Science	**2**
physics	**1**
Sanskrit	**3**
Urdu	**6**

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	**Nil**	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**

No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	**Nil**	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	**13**	**71**	**Nill**	**Nill**

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Nil	**Nil**	**Nill**	**Nill**

No file uploaded.

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	**Nil**	**Nil**	**Nill**

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such

	agency		activites	activites
Nil	Nil	Nil	Nill	Nill
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	0	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nill	Nill	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nil	Nill
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
40.26	40.26

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with LCD facilities	Newly Added
[View File](#)	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nil	Nill	Nil	2021

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	**76873**	**Nill**	**Nill**	**Nill**	**76873**	**Nill**
Reference Books	**1295**	**Nill**	**Nill**	**Nill**	**1295**	**Nill**

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	**NIL**	**NIL**	**Nill**

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	**26**	**1**	**15**	**15**	**0**	**5**	**20**	**2**	**0**
Added	**2**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total	**28**	**1**	**15**	**15**	**0**	**5**	**20**	**2**	**0**

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	https://hte.rajasthan.gov.in/college/gctonk/online.php

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
0.82	**778787**	**0**	**0**

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

Online admission process has started in the institution for U.G. and P.G. classes to minimize the paper work. Accounts section and academic sections were provided computers for better functioning. A smart classroom was established in the college for e-learning resources. Unfortunately the library could not function due to unwarranted circumstances. The students display remarkable

http://hte.rajasthan.gov.in/dept/dce/maharshi_dayanand_saraswati_university_ajmer/government_college,_tonk./uploads/doc/4.4.2%20Maintenance%20of%20Campus%20Infrastructure.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	CM Scholarship, Devnarayan Scooty Yojna, Medhavi Scooty Yojna	465	2180000
Financial Support from Other Sources			
a) National	SRF	5	1560000
b)International	Nil	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL	Nill	Nill	NIL
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2016	NIL	Nill	Nill	Nill	Nill
2017	NIL	Nill	Nill	Nill	Nill
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

NIL	Nill	Nill	NIL	Nill	Nill

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	313	Govt College Tonk	B.A., BSc, B.Com	PG Departments of Govt. College Tonk	PG Departments(MA, MCom, MSc)

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

Items	Number of students selected/ qualifying
Any Other	1

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

Activity	Level	Number of Participants
Athletics	College Level	25
Tennis	College Level	8
Badminton	College Level	6
Kabbaddi	College Level	33
Chess	College Level	6
Solo Vocal	College Level	18
Group Vocal	College Level	5
Solo Dance	College Level	9
Group Dance	College Level	16

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	RD Parade New Delhi	National	1	Nill	RAJ/SD/15/00951	SH. JEETRAM GURJAR

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

Students who are elected representatives ensure that there is discipline and proper mechanism for overall development of the college particularly in terms of regular classes and other extra curricular activities. The literary,

cultural and sports secretary are involved along with faculty members in conducting the literary, cultural and sports week in the college. We ensure that there is host of activities conducted under the aeiges of the literary cultural and sports committees. Sport week is very popular literary and cultural week.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

There is a registered alumni association in the college. Some of the faculty member are also ex students of the college, Hence they actively play part in the alumni association.

5.4.2 – No. of enrolled Alumni:

20

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The important decisions of the college are taken through various committees The Principal is the administrative head of the institution who appoints various committees of the faculty members for the smooth functioning of the college. The Mahavidyalaya Vikas Samiti which is composed of the Principal, senior faculty members, one member from the local administration, nominee of the MLA and one member from the society, takes important developmental decision Staff Council of the college consisting of all faculty members decides important issues of the college through wider discussions.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The college follows the Curriculum developed and provided by the affiliating University (MDSU,Ajmer). However, the faculty members who are the members of the Board of Studies participate in the Curriculum development process.
Teaching and Learning	Classroom teaching is the most important method of imparting knowledge to the students. Regular class tests, identification of weak students and running extra classes for such students

	are important aspects of the teaching learning process. The teacher conduct tutorial sessions for the needy students.
Examination and Evaluation	The college is following the Annual examinations and evaluation system as provided the affiliating University. The time table, schedule and the examination papers are provided by the University. The evaluation of the answer sheets is done by the University. All the necessary steps are taken by the College to ensure fairness in the examination process.
Research and Development	The Institution is also a center of higher studies and research. Many faculty members are the Research Supervisors who are providing research guidance to the Ph. D. Scholars. The college is committed to provide all infrastructure and research facilities to the students
Library, ICT and Physical Infrastructure / Instrumentation	The college is having a separate library building with about 70000 reference and text books. Reading rooms are available and library has subscribed many news papers, magazines and journals. The ICT facility is available in the campus and all the faculty members are having access to that for research purpose.
Human Resource Management	Human Resources are utilized properly and teachers are encouraged to participate in various training programmes organized by the UGC-ASCs
Admission of Students	A coherent method of admissions is adopted according to the commissionerates college education which announces the admission policy every year. Admission of the students is done on merit basis. A proper system of reservation is followed to provide representation to various social groups.

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

E-governace area	Details
Administration	Administration work is fully computerized. The administrative records are maintained in computers and soft copies.
Finance and Accounts	It is computerized and the Bills are prepared online. Salary bills and the mandatory deductions are prepared and the records are available online. The

	institution is effectively using PFMS and GEM Portal for the payments and purchase purpose.
Student Admission and Support	The whole process of admission (application, merit generation and fee deposition) in all the UG courses is totally online.
Examination	Examinations are conducted with utmost sanctity as per the guidelines and norms of the affiliating University.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	Dr. Ajay Kumar Meena (Geo.)	IGU Conference (21 ti 25 Aug. 2016), Beijing, PR China	Nill	89951
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	Nil	Nil	Nill	Nill	Nill	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	1	04/07/2016	30/07/2016	28
Refresher Course	2	10/05/2017	30/05/2017	21
Refresher Course	1	20/07/2016	09/08/2016	21
Faculty Development Programme	2	22/05/2017	26/05/2017	6

| Short Term Course | 1 | 06/02/2017 | 11/02/2017 | 6 |
| Short Term Course | 1 | 03/10/2016 | 08/10/2016 | 6 |

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. All the teaching members are entitled to various types of leaves. 2. Facility of reimbursement of Medical bills. 3. After retirement, faculty members are entitled to pension/contributory pension.	1. All the non teaching members are entitled to various types of leaves. 2. Facility of reimbursement of Medical bills. 3. After retirement, Non teaching staff are entitled to pension/contributory pension.	Various Scholarships of Central and State Governments, Concessional transport facility

6.4 – Financial Management and Resource Mobilization

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

We have a system of academic and administrative audit. The external agency for academic audit is the MDS university while the administrative audit is done by CAG State government. The internal audit is done by the members to whom the task is assigned by the Principal from time to time.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	0

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	MDSU and State Govt.	Yes	Principal
Administrative	Yes	CAG and State Govt.	Yes	Principal

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

Nil

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

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

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Teaching and Co-Curricular activities	06/12/2016	06/12/2016	30/06/2017	11

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nil	Nill	Nill	Nill	Nill

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

Percentage of power requirement of the University met by the renewable energy sources
35kw

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	6

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nill	Nill	Nill	Nill	00	Nil	00	Nill

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders		
Title	Date of publication	Follow up(max 100 words)
College Prospectus	01/07/2016	We get the prospectus printed every year. All the details including the choice of subjects teaching faculty and details regarding elections are provided in the prospectus. The students are allowed to choose the subjects of their choice accordingly. They have to follow the code of conduct or else strict action may be taken against them.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Mahatma Ghandi Jaynti	02/10/2016	02/10/2016	75
Shahid Diwas	30/01/2017	30/01/2017	58
Voter Day and Oath	25/01/2017	25/01/2017	45

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

1. To make the Campus Clean and Eco friendly the NSS units organized 1 ten day camps and 3 one day camps 2. The NSS unit went to santosh nagar tonk for cleaning. 3. The NSS unit cleaned the entire college campus in their ten days camp. 4 The maintenance of the garden and grass area is regular.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. May faculty members have participated in international, national and state level seminar. They also presented their papers. Some of them were appreciated. 2. The faculty members published their work in books and journals. As the they circulated their works, others also were greatly inspired. The number of publication promises to be on the rise. 3. Many literary and cultural activities were organized in this session. 4. Geography Department has organized a seminar, the seminar was international many participants came to attend seminar. The proceeding of the seminar were also published by the organizers. 5. YDC, NCC and NSS organized Many activities.

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

https://hte.rajasthan.gov.in/dept/dce/maharshi_dayanand_saraswati_university_aj mer/government_college,_tonk./uploads/doc/7.2.1%20%20(2016-17).pdf

7.3 – Institutional Distinctiveness

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

Approval for IGNOU study center was acquired in February 2017. It is likely to prove beneficial for students who have not been able to pursue regular degrees/diploma courses. There will be a varied number of courses which the students can pursue and hence proceed if they have missed something in the past. The institution also has VMOU, Kota center, which is also catering to similar needs of the students.

Provide the weblink of the institution
https://hte.rajasthan.gov.in/dept/dce/maharshi_dayanand_saraswati_university_ajmer/government_college,_tonk./uploads/doc/7.3.1%20(2016-17).pdf

8.Future Plans of Actions for Next Academic Year

1. New Construction and renovation in the college campus. The proposal sent is regarding the extension of the number of classrooms/labs. As the number of girls students is on the rise a new girls common room with full amenities is also expected in this plan. 2. Smart class will be made functional after the infrastructure is readied by the commisionerate college education. 3. Virtual lab is also proposed in this plan.