Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE TONK**
Name of the head of the Institution	**DR. B. R. MEENA**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01432247432**
Mobile no.	**9414280789**
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. S. Asha**
Phone no/Alternate Phone no.	**01432247432**
Mobile no.	**9928798068**
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/college/gctonk/Extra

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://hte.rajasthan.gov.in/dept/dce/maharshi_dayanand_saraswati_university_ajmer/government_college,_tonk./uploads/doc/Calander%202017-18.pdf

5. Accrediation Details

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

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

Provide better lab facilities	10-Aug-2017 294	3232
Infrastructural Development	10-Aug-2017 294	4080
Academic Performance	10-Aug-2017 294	4080

[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	2018 0	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 :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Organizing Workshops and Extension Lectures of Eminent Persons

Ensuring quality academics

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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
Ensuring technological development	Fully equipped Smart Class is ready for use
Promoting quality research	Most of the newly recruited staff completed their orientation and refresher courses
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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	2018
Date of Submission	23-Feb-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Online admission: The admission process is centralized and conducted by the commissionerate college education. The dates for all the colleges are similar and each college obeys the guideline of the commissionerate. The database is prepared accordingly. Cutoff lists are putup on the given dates and the students are given time for document verification and submission of fees. During this process the students are guided by the career guidance cell. Some of the students are in dilemma as to which subjects to opt for. The faculty members resolve their problems. Online scholarship: Various scholarship of the government are offered to the students. Among them popular are CM Scholarship, SJE Scholarship, Labour Court, Minority, Devnaryan/Medhavi Scooties, TADA/MADA, Palanhar, Inspire etc. The staff members monitor the application and take care of the disbursement or forwarding of these scholarships. Faculty Whatsapp Group: The faculty members are connected through whatsapp and their mail ids

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 is revised(from time to time) by the affiliating university. It is the responsibility of the HOD's who to 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	0

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
No file uploaded.		

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	21/07/2017	239
NCC	08/07/2017	28
[View File](#)		

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
As the test papers are available the students are given guidance and oral and offline feedback is sought to improve the method of evaluation. It is a custom to make the students answer questions from the last years examinations, so as to train them in answering the papers confidently in the ensuing exams.

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	Ph.D.	19	19	19
BA	B.A.	3600	2935	2765
BCom	B.Com	480	89	67
BSc	B.Sc	960	802	684
MA	M.A.	900	600	466
MSc	M.Sc	240	90	60
MCom	M.Com	120	100	38
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	3516	564	14	51	65

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
65	65	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
4099	65	1:63

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	65	21	2	47

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	Global Society for Health and Edu.
2017	Dr. Renu Verma	Associate Professor	Dr. Sarla Agrawal Smriti Samman

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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
MSc	Nil	2017-18	30/06/2018	30/07/2018
MSc	Nil	2017-18	30/06/2018	30/07/2018

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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. As the test papers are available the students are given guidance

and oral feedback is sought to improve the method of evaluation. It is a custom to make the students answer questions from the last years examinations, so as to train them in answering the papers confidently in the ensuing exams. 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 interactive method proves 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 College Eductaion and follow the rules and regulations of MDS University, Ajmer for the examinations. At the college level we prepare time table for each faculty. All government colleges of the state of Rajasthan need to strictly adhere to the provided academic calendar. Similarly the schedule of examination is framed by affiliating university MDSU, Ajmer. So broadly the events like admission, student union election, cultural and literary activities are conducted as per the academic calendar of department. Some college level events are needed to be organized in the given time frame. Schedules of filling the examination forms are also according to the university norms. So for major academic and other events college neither has any autonomy nor has the liberty of non compliance of the calendar. Still, the dates of periodical class tests, internal examinations etc are scheduled at college level and the concerned faculty and department are supposed to follow it strictly.

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_ajm er/government_college,_tonk./uploads/doc/2.6.1%20Student%20Performance%20and%20 Learning%20Outcomes%202017-18.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
Nil	MSc	M.Sc.	24	23	99.99
Nil	MCom	M.Com	20	13	65
Nil	MA	M.A.	125	122	65.44
Nil	BSc	B.Sc.	151	147	97.35
Nil	BCom	B.Com	31	24	77.41
Nil	BA	B.A.	652	599	91.87
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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)

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	0	Nil	0	0

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3.2 – Innovation Ecosystem

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

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

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

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

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	1	0

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

Name of the Department	Number of PhD's Awarded
Urdu	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Political Science	4	1
International	Economics	2	2
National	History	1	1

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

Department	Number of Publication
Hindi	**1**
Sanskrit	**3**
[View File](#)	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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	**21**	**82**	**Nill**	**Nill**
[View File](#)				

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**
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such 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	Nil	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nill	Nill	Nil

No file uploaded.

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
74.3	74.3

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added
Class rooms	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	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	28	1	18	18	0	5	20	2	0
Added	0	0	0	0	0	0	0	2	0
Total	28	1	18	18	0	5	20	4	0

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

4 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

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
8.9	**5.9**	**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)

> In this college the procedures and policies for maintaining and utilizing various facilities are well defined and periodically updated based on the

feedback received from the faculty members and students. The available facilities for curricular and co-curricular activities include airy, clean, spacious, well furnished classrooms equipped with teaching aids. Besides having regular class rooms the smart class is equipped with all modern gadgets have also been developed. Reception and transmission of live webcast of lectures is possible through these classrooms. The Seminar Halls is well equipped with modern amenities such as projector and audio visual aids. Laboratories catering to requirement of syllabus and research are there. Facilities are provided for various Sports activities, Outdoor and Indoor Games, Gymnasium, etc.The facility of solar panel is a new asset for the college. Proper RO plants with cooler have been installed for drinking water. Feedback Collection The feedback on class room infrastructure, library, labs, playground, internet facility, etc. is collected in numerous ways at different points of time as detailed below the feedback on facilities is comes from students. These feedbacks are duly registered and referred to the College Development Committee and other bodies of relevance in the college. Overall monitoring on feedback is carried out by the Principal.

http://hte.rajasthan.gov.in/dept/dce/maharshi_dayanand_saraswati_university_ajmer/government_college,_tonk./uploads/doc/4.4.2%20%E2%80%93%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, Medhavi, Minority	479	2189000
Financial Support from Other Sources			
a) National	JRF	4	1200000
b)International	Nill	Nill	Nill
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
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
2017	NIL	Nill	Nill	Nill	Nill
2018	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	Nill	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
2017	289	Govt College Tonk	B.A., BSc, B.Com	PG Departments of Govt. College Tonk	PG Departments
[View File](#)					

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	2
[View File](#)	

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

Activity	Level	Number of Participants
Group Dance	College Level	8
Solo Dance	College Level	7
Group Vocal	College Level	4
Solo Vocal	College Level	16
Badminton	College Level	8
[View File](#)		

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	NIL	Nill	Nill	Nill	00	NIL

| 2018 | NIL | Nill | Nill | Nill | 00 | NIL |

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. Each of the committees has a coordinator who manages the assigned task along with his/her team members. The documents prepared by them constitute the preparation of any wider program. Each one has a say in the activities of development in the college affairs. The Mahavidyalaya Vikas Samiti which is composed of the Principal, senior faculty members, one member from the local administration, nominee of the MLA and a few 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

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 on paymanager. 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 and PG 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
2017	Dr. Sulochna Meena	Annual conference of Rajasthan Economic Association	UGC PTAC	4080
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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	Number of teachers who attended	From Date	To date	Duration

development programme				
Orientation	2	05/02/2018	04/03/2018	28
Refresher Course	1	05/02/2018	16/06/2018	21
Refresher Course	1	01/12/2017	21/12/2017	21
Refresher Course	2	10/05/2017	30/05/2017	21

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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	00

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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	**No**
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
2017	**To prepare the statement of expenditure of IQAC and Return the unspent amount**	**20/09/2017**	**01/07/2017**	**30/06/2018**	**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**	**5**

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	Nil	Nill

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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	01/07/2017	We get the prospectus printed every year.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	02/07/2017	02/07/2017	65
Shahid Diwas	30/01/2018	30/01/2018	32
Voter Day and Oath	25/01/2018	25/01/2018	42
Gram Swaraj	03/10/2018	03/10/2018	54

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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 ten day camps. 2. The NSS units Went in santosh nagar tonk for cleaning. 3. The NSS units Clean the college campus in their 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 facility members have participated in international, national and state level seminar. 2. The facility members published their work in books and journals. 3. Many Activities were organized in this session. 4. The seminar was international many participant came to attend seminar. 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

http://hte.rajasthan.gov.in/dept/dce/maharshi_dayanand_saraswati_university_ajmer/government_college,_tonk./uploads/doc/National%20&%20Intenation%20seminar%20

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

1. Geography department is the going to be renovated and smart class will be made more functional with faculty members making presentations more often and conducting classes. 2. The virtual lab is ready. 3. ICT lab is better equipped now.

Provide the weblink of the institution
http://hte.rajasthan.gov.in/dept/dce/maharshi_dayanand_saraswati_university_ajmer/government_college,_tonk./uploads/doc/7.3.1.pdf

8.Future Plans of Actions for Next Academic Year

1. Strengthening the research activities by organizing seminars 2. Automation of the library 3. Strengthening the work of career and counseling cell 4. To upgrade the canteen facilities for students.