Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE TONK**
Name of the head of the Institution	**Dr. S. Asha**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01432247432**
Mobile no.	**9928798068**
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	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Sayed Sadique Ali**
Phone no/Alternate Phone no.	**01432247432**
Mobile no.	**9413381080**
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/aqar.php

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://hte.rajasthan.gov.in/college/gctonk.

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	**B**	**2.51**	**2015**	**25-Jun-2015**	**24-Jun-2020**
1	**B+**	**75.10**	**2005**	**27-Feb-2005**	**28-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
An Induction program for newly admitted students	**06-Aug-2019** **1**	**160**

State Level G.K.Competition Level- 1	13-Jul-2019 1	294
Increasing Sports Activities	06-Aug-2019 352	67
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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	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**No**
Upload latest notification of formation of IQAC	**No Files Uploaded !!!**
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	**Yes**
Upload the minutes of meeting and action taken report	<u>View File</u>
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)

The IQAC ensured strict adherence to the content based syllabi. Competitive readiness classes Pratiyogita Dakshta also began which evoked positive response. Monthly tests became more orderly.A massive test on General Knowledge was conducted by the Commissionerate in which the number of participants were the largest in the district.

Monitoring the progress of library automation.The library automation process was a tedious affair.It too about eight months to complete because of vacation and elections.

Ensuring participation of Students in College,inter-college and University level Sports

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
organizing Alumni meet	For the first time in history of the College an alumni meet was held .Many of the alumni are from the city and placed in various public sector.It was a good assemblage of professionals.It was proposed to hold another on in March/April but could not materialize even post Covid lockdown period from July to December.
Holding parent-teacher meet	Everymonth parent teacher meeting was launched namely Shikshak-Abhibhavak Samvad.The parents/guardians of many students turned up for the meet.Their response was very good.Though the number was less ,they expressed satisfaction with the efforts the administration took to shape the careers of their wards.
Encourage student participation in sports	Students actively parficipated in district and Zonal level games.and performed quite well.
Making library more accessible to the students.	The students and staff members made use of the automated library,but with the practical exams followed by Covid lockdown things did not work as expected
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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	2020
Date of Submission	16-Jan-2020
17. Does the Institution have Management Information System ?	No

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. HOD's ensure that adequate weightage is given to every aspect of the curriculum/syllabus and thereby effective delivery of all faculty members within each department. Content based teaching was strictly enforced this year and the time tables contained every months contents faculty wise. Monthly tests were also held. 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/entrepreneurship	Skill Development
CAT	NIl	12/12/2019	34	Yes	Yes

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
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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
BA	BAG	14/08/2019
Integrated(UG)	DTS	14/08/2019
Integrated(UG)	DPLAD	14/08/2019
PG Diploma	PGDDM	14/08/2019

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

	Certificate	Diploma Course
Number of Students	35	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	19/07/2019	218
NCC	31/07/2019	53
Pratiyogita Dakshta	18/01/2019	251

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Field Survey of Sohela Villege	55
BSc	Science Day visit of Banasthali Vidhyapeeth	14

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The college takes informal but written feedback from students and teachers on the syllabus about its relevance, apt for competitive exams, manageability etc. The test papers are made available to the students. They are given guidance and then oral feedback is sought to improve the method of evaluation. There is a Complaint box too where students can insert their letters of complaint .This is monitored in person by the Principal. Necessary action on the kind of complaint is taken if found genuine.Most of the complaints are regarding the classes held,the teachers present and general amenities.The students are free to chose whether to mention or not to mention their names in the complaint letters.Once the issue is resolved they usually turn up to thank the Principal.

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	33	33	33
BA	BA	3360	2576	2044
BCom	BCom	480	215	65
BSc	BSc	720	726	514
MA	MA	900	624	470
MSc	MSc	240	135	92
MCom	MCom	120	23	7

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
2019	2623	569	14	38	52

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
57	57	43	1	2	3

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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. Innovation and skill development cell has also been established which has started working on the overall development of students. Guidance on various career prospectus are made available to them. Various job fair were introduced which proved beneficial. The outcome was very good. Six students were selected by NIIT and One got selected by ICICI. This campus placement was first of its kind. Another scheme MMYKY came up this year. This skill development program evoked immense response. Students enrolled in accounts and taxation and did commendably well. It was the outcome of the MOU initiated by the commissionerate.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3225	52	1:62

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	52	34	Nill	41

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
2019	Dr. Renu Verma	Associate Professor	Rajasthan Hindi Granth Acadame, Jaipur
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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	2019-20	30/06/2020	30/07/2021
MSc	Nil	2019-20	30/06/2020	30/07/2021
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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. Online test were also conducted through google forms.

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 Education 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_ajmer/government_college,_tonk./uploads/doc/2.6.1%20Student%20Performance%20and%20Learning%20Outcomes.pdf

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage

Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
00	MSc	Msc	21	19	90.48
00	MCom	MCOm	6	4	66.67
00	MA	MA	153	109	71.24
00	BSc	BSc	140	125	89.29
00	BCom	BCom	6	3	50.00
00	BA	BA	624	471	75.48

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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/2.7%20%E2%80%93%20Student%20Satisfaction%20Survey.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	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	0

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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	Nil	Nil	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

2	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)
International	Physics	2	2
National	Political Science	4	1
International	Economics	4	2
National	History	2	1
National	Drawing Painting	2	1
National	Hindi	1	1
International	Chemistry	2	1
International	Zoology	1	1
International	Botany	1	1
International	Maths	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
Physics	1
Sankrit	2
English	1
Urdu	3
Hindi	1
Pub. Admi.	1
Chemistry	1
Pol. Science	5
Drawing Painting	2
History	1

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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	0	0	Nill	0	0	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	0	0	Nill	Nill	Nill	0

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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	20	58	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
Education Tour	Bansthali vidhyapeeth, Newai	1	14

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

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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	0	0	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	Duration From	Duration To	Participant

with contact details					
Nil	0	0	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	0	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
1	1

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added

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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	Fully	Nil	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	74294	Nill	88	Nill	74382	Nill
Reference Books	1295	Nill	Nill	Nill	1295	Nill

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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

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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	12	18	18	0	5	20	4	0
Added	16	3	0	0	0	0	0	0	0
Total	44	15	18	18	0	5	20	4	0

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

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4 MBPS/ GBPS

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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/gc tonk

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
3.5	2.9	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)

Microsoft Training for student as well as accounts and taxation course for MMYKY Students. Every year we have microsoft training for students as well as teaching and non-teaching staff. Besides this a wonderful skill development program came up as a result of collaborative effort of commissionerate college Education and RSLDC.Select Colleges were allotted skill development Courses and Our college was one of those. We successfully had students enrolled in Accounts and Taxation,the outcome was immensely commendable.

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, SC/ST/OBC Scholarship Devnarayan, Medhavi, Minority	201	0
Financial Support			

from Other Sources			
a) National	Nil	Nill	0
b)International	Nil	Nill	0
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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	00
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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
2019	Pratiyogita daksta	251	Nill	Nill	3
2020	NIIT	8	Nill	Nill	8
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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
Choices media company Rajasthan Patrika and NIIT	125	12	00	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

2020	135	Govt College Tonk	B.A., BSc, B.Com	PG Departments of Govt. College Tonk	PG Departments

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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
NET	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
Mehandi Competition	College Level	27
Poster Competition	College Level	13
Essay Competition	College Level	9
Hair Style	College Level	19
Solo Vocal	College Level	12
Group Vocal	College Level	4
Solo Dance	College Level	9
Group Dance	College Level	5

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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
Nill	Nil	Nill	Nill	Nill	00	00

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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)

Every year the college conducts student union elections for the students and the office bearers are appointed through the voting process. These office bearers or student representatives actively participate in the smooth functioning of the college by contributing meaningfully in various committees like IQAC, Library, cultural etc. Certain students are also nominated on these posts as per their merit. P.G. seminar activities are conducted in the science faculty on regular basis as it holds its place in the academic syllabus. Students deliver their papers through this platform and are judged by the subject experts. These student representatives also conduct certain academic and extra-curricular activities like cultural , literary etc. 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 aegis of the literary cultural and sports committees. Sport week is as popular as 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 originally registered as Old Boys Association in 2009. Some of the present faculty members are also ex students of the college, Hence they actively play part in the alumni association. One meeting of the association was conducted successfully in February 2021,another was proposed in the first week of April but it didnt come about due to COVID-19 lockdown.We are since in touch with outstation Alumni virtually.

5.4.2 – No. of enrolled Alumni:

73

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

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
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.
Human Resource Management	Human Resources are utilized properly and teachers are encouraged to participate in various training programmes organized by the UGC-ASCs
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.
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.
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.
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.
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.

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

E-governace area	Details
Planning and Development	More and more areas are being operated through electronic modes. The purchasing of the college is being done

	through GEM Portal and payments are being made through PFMS. Tenders are invited electronically and the details are made public on SPPP Portal.
Administration	Administration work is fully computerized. The administrative records are maintained in computers and soft copies. Establishment work is being done by computers and the communication in this regard is done through electronically.
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	The invitation of exam forms, exam forms filling and fee deposition is done electronically. The exam admit cards and marksheet details are being provided to the students online.

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
2019	NIL	NIL	NIL	Nill
2020	NIL	NIL	NIL	Nill
No file uploaded.				

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)
2019	NIL	NIL	Nill	Nill	Nill	Nill
2020	NIL	NIL	Nill	Nill	Nill	Nill
No file uploaded.						

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
Refresher Course	1	29/07/2019	10/08/2019	13
Induction Course	1	06/01/2020	01/02/2020	27
Faculty Development Programme	2	29/05/2020	03/06/2020	6
Faculty Development Programme	1	27/03/2020	31/03/2020	6
Faculty Development Programme	1	08/06/2020	15/06/2020	6
Faculty Development Programme	1	21/07/2020	29/07/2020	6
Faculty Development Programme	1	10/02/2020	15/02/2020	6
Faculty Development Programme	1	15/05/2020	23/05/2020	6
Faculty Development Programme	1	09/10/2019	16/10/2020	6
Faculty Development Programme	1	18/05/2020	03/06/2020	16
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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. Scooties are provided to meritorious girl students under the schemes, Devnarayan and Medhavi Schooty Schemes. Books are being distributed to

		the needy students under book bank scheme.

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 financial audit. A committee is being formed consisting of faculty members, accounts officer and cashier, for internal audits by principal. This committee audits all financial records annually. Besides this, every five year a team of auditors from audit department of state government audits all the financial records and reports are submitted to the audit department.

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	NIL

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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	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
2019	Conducting Content based teachi	Nill	Nill	Nill	Nill

	ng,Improving library facilities,Promoting sports				
2020	Conducting Annual Audit Program successfully,implementing prgcrams initiated by the Commissionerate	Nill	Nill	Nill	Nill

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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
Mehandi Prtiyogita	08/11/2019	08/11/2019	26	Nill
Hair Style Com.	08/11/2019	08/11/2019	16	Nill
Poster Competition	08/11/2019	08/11/2019	18	Nill
Essay Competition	08/11/2019	08/11/2019	12	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
35kwh

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1

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	01/07/2019	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
Woman Rights and Gandhi Darshan	20/12/2019	20/12/2019	42
Bhartiy Sanvidhaan or Manvadhikar	10/12/2019	10/12/2019	39
NSS and Relevane at gandhi	09/08/2019	09/08/2019	26
savtranta Sangram and Bhart Chodo Aandolan	30/01/2020	30/01/2020	41

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

1. Plantation at new trees is done. 151 plants in one minite planted in our campus. 2. Lotus plant and other plant has planlid is ourgarden. 3. The faculty also look after the minute details 4. Our campus is in the way to become paperless.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. .Providing Job opportunities for the students by organizing job fairs and implementing MMYKY successfully.Accounts and Taxation classes. 2..Geography Department has a smart class in addition to two labs.Study tours also took place 3. Student feedbackk both online and offline were introduced. 4. Online classes starled during and post covid time

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/7.2.1%20%E2%80%93%20Best%20Practices%202019-20.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

1. Automation has been completed and every book is online now. 2. The faculty and students can now issue the books online. 3. Installing the solar panels has enabled us to recycle energy and save a a great deal on expense.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1.Classes in the smart classroom, training programs for students, more ICT programs.2. More stress upon interactive learning.3. renovation of classs rooms and clean campus drive organizing interactive session through webinars and online teaching.4.. Strive to enhance E- learning education system for students 5. Promoting student participation in co-curricular and extra-curricular (extension) activities 6. Research endeavors followed by publication of research papers 7. Enhanced participation in faculty enrichment and empowerment programs. 8. To organise Seminars and Workshops .8. Modernization/up-gradation of Research and PG laboratories. 9. Computer training for the support staff to enhance their skill based competencies and capabilities.10. More faculty will be encouraged to take part in Programs like orientation,refreshers,short term courses/,FDPs. 11.More Faculty development programs will be conducted by the institution. 12.More community - connect programs and events will be organised by the college. 13 Parents teachers meetings by the institution to receive the feed back and views of parents regarding the teaching and learning process will be sought.