

The Annual Quality Assurance Report (AQAR) of the IQAC

Year 2017-18

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

Part – A

1. Details of the Institution

| | |
|--------------------------------------|-----------------------------|
| 1.1 Name of the Institution | Govt. Girls' College, Ajmer |
| 1.2 Address Line 1 | Opposite RTDC Khadim, |
| Address Line 2 | Civil Lines, Ajmer |
| City/Town | Ajmer |
| State | Rajasthan |
| Pin Code | 305001 |
| Institution e-mail address | ggcajmer@gmail.com |
| Contact Nos. | 0145-2627645, 0145-2630646 |
| Name of the Head of the Institution: | Shri Chetan Prakash |
| Tel. No. with STD Code: | 0145-2627645 |
| Mobile: | 9413579993 |

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|-------|-----------------------|------------------|
| 1 | 1 st Cycle | B | 72.85 | 2005 | Till 2010 |
| 2 | 2 nd Cycle | B | 2.32 | 2016 | Till Sep 15,2021 |
| 2 | 3 th Cycle | - | - | - | - |

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

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

- i. AQAR 2016-17 - 16/09/2017
- ii. AQAR 2015-16 - 16/08/2016
- iii. AQAR 2014-15 - 15/06/2015
- iv. AQAR 2013-14 - 15/08/2015
- v. AQAR 2012-13 - 15/08/2015
- vi. AQAR 2011-12 - 15/08/2015

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

MDS University, Ajmer

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

| | | | |
|--|-----|------------------------------|-----|
| Autonomy by State/Central Govt. / University | Nil | | |
| University with Potential for Excellence | Nil | UGC-CPE | Nil |
| DST Star Scheme | Nil | UGC-CE | Nil |
| UGC-Special Assistance Programme | Nil | DST-FIST | Nil |
| UGC-Innovative PG programmes | Nil | Any other (<i>Specify</i>) | Nil |
| UGC-COP Programmes | Nil | | |

2. IQAC Composition and Activities

| | |
|---|-----|
| 2.1 No. of Teachers | 04 |
| 2.2 No. of Administrative/Technical staff | 02 |
| 2.3 No. of students | 01 |
| 2.4 No. of Management representatives | 01 |
| 2.5 No. of Alumni | 02 |
| 2.6 No. of any other stakeholder and community representatives | 05 |
| 2.7 No. of Employers/ Industrialists | Nil |
| 2.8 No. of other External Experts | 01 |
| 2.9 Total No. of members | 16 |

2.10 No. of IQAC meetings held : 02

2.11 No. of meetings with various stakeholders:

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. nil International National State Institution Level

(ii) Themes

None

2.14 Significant Activities and contributions made by IQAC

- To Enhance the Teaching -Learning process through e-class, interactive Boards, Smart classrooms
- Repairing and maintenance work of College building, Furniture and toilets.
- To take required steps to make arrangement for Lecturers/Lab.Asstt. /Lab. Bearers in Science and Arts Faculty in Botany, Zoology, Music (Sitar).
- NAAC Accreditation 2nd Cycle accomplished and the college obtains Grade B.
- To utilize Rupees 1 Cr. Grant under RUSA for construction (35%), renovation (35%) and equipments and books (30%). Rupees 1.40 Lakhs Govt. Grant utilized by the College under equipments and books (30%) book bank of SC\ST Girls.
- Maintenance and repair of Computers, Wi-Fi and Photo-Copy machines, Fire extinguisher and Lab equipments.
- Arrangements made for Computer operator, Chowkidar, Hostel Matron, Sweeper, Gardener etc on temporary basis.
- To develop Water Harvesting system in the college.
- To develop One Video conferencing room is established in college for e-lecture & Interaction with Higher Authorities.
- To develop LAN Facility is established in all departments & Classroom.
- Proposal for construction of warden residence & Laboratory.
- To enhance shed at passage for students & For store purpose.
- To Automate the Library & To construct new Reading Room in Library.
- To Renovate the Auditorium, Main Passage .
- To increase the Water & toilet facilities for Girls.

2.15 Plan of Action by IQAC/Outcome :

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

| Plan of Action | outcome achieved by the end of the year |
|--|---|
| • Make Arrangements of regular classes as per academic calendar. | -Achieved as per academic calendar provided by Commissioner college education. |
| • Make Arrangements of Skill development programme for students. | - Dishari (Competition Skills classes) classes are arranged. |
| • Make Arrangements of Personality Development programme for Faculty. | -one day workshop on Innovations are attended by some faculty members. -other faculty members had attended Seminars & workshops on various subjects. |
| • Make Arrangements of Examination Skill for students. | -Three terminal tests are arrange for each class in which third test is same as annual examination. |
| • Make Arrangements of Extension lectures by subject experts for students. | -Extension lectures are arranged under YDC programme for students. |
| • Make Arrangements of understanding of GOOD touch /BAD touch among Girls. | -Senior Lady Lecturers had counsel the girls about GOOD touch /BAD touch. |
| • Make Arrangements of legal Experts to aware about legal rights among Girls. | -One legal Experts from district court had counsel the girls about their legal rights every month. |
| • Make Arrangements about cleanness of campus & house. | -swach bharat abhiyan is continuing. -Voluntarily staff members & girls kept reserved one hour on Every Saturday for cleaning the Campus. |
| • Make Arrangements about self cleanness among Girls. | -One sanitary pad vending machine is established. |
| • Make Arrangements for awareness about blood donation. | -two camps of blood donation (82units & 38units collected) & lecture on importance of blood donation is arranged. |
| • Make Arrangements for awareness about voting right. | -SVEEP programme is organised in collaboration with district administration, specially one rally is organised. -arrangement to make EPIC cards for new voters. |
| • To Enhance the Teaching -Learning process through e-class, interactive Boards, Smart classrooms. | -one e-class room, 5 interactive Boards, one Smart classrooms is established. |
| • Repairing and maintenance work of College building, Furniture and toilets. | Achieved |
| • To take required steps to make arrangement for Lecturers/Lab.Asstt. /Lab. Bearers in Science and Arts Faculty in Botany, Zoology, Music (Sitar). | Guest Lecture arranged in MA POLSC & Drawing , 02 Lab.Asstt. & 3Lab. Bearers are arranged through CDC. |
| • NAAC Accreditation 2 nd Cycle accomplished and the college obtains Grade B. | -The college is awarded with Grade-B in sept 2016 |
| • To utilize Rupees 1 Cr. Grant under RUSA for construction (35%), renovation (35%) and equipments and books (30%). Rupees 1.40 Lakhs Govt. Grant utilized by the College under equipments and books (30%) book bank of SC\ST Girls. | -Grant utilized in construction work 35% on renovation 35% and equipments & books 30% the books for book bank of SC\ST Girls.& equipments are purchased & Installed in various Labs |
| • Maintenance and repair of Computers, Wi-Fi and Photo-Copy machines, Fire extinguisher and Lab equipments. | -Repairs are done as per requirement. |
| • Arrangements made for Computer operator, Chowkidar, Hostel Matron, Sweeper, Gardener etc on temporary basis. | - 02 Computer operator, 01 Chowkidar, 01Hostel Matron,02 Sweeper, 01 Gardener Arrangements made with CDC. |

| | |
|---|--|
| | |
| • To develop Water Harvesting system in the college. | -developed & working. |
| • To develop One Video conferencing room is established in college for e-lecture & Interaction with Higher Authorities. | -developed with 4mbps lease line & working. |
| • To develop LAN Facility is established in all departments & Classroom. | -Established with 2 MNE connections with 10mpbs speed. |
| • Proposal for construction of warden residence & Laboratory. | -Completed. |
| • To enhance shed at passage for students & For store purpose. | -Completed. |
| • To Automate the Library & To construct new Reading Room in Library. | -Library Automation Completed. Construction of New reading room is under process. |
| • To Renovate the Auditorium, Main Passage . | -under process. |
| • To increase the Water & toilet facilities for Girls. | -4 water coolers Cap 80-120Lts with water purifier& 5 water dispensers are purchased & Installed for Girls. -Extension of Toilet Facilities is under process. |

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body CDC

Provide the details of the action taken

| Action Taken |
|---|
| -classes arranged per academic calendar provided by Commissioner college education. |
| - Dishari (Competition Skills classes) classes are arranged. |
| -one day workshop on Innovations are attended by some faculty members. -other faculty members had attended Seminars & workshops on various subjects. |
| -Three terminal tests are arrange for each class in which third test is same as annual examination. |
| -Extension lectures are arranged under YDC programme for students. |
| -Senior Lady Lecturers had counsel the girls about GOOD touch /BAD touch. |
| -One legal Experts from district court had counsel the girls about their legal rights every month. |
| -swach bharat abhiyan is continuing. -Voluntarily staff members & girls kept reserved one hour on Every Saturday for cleaning the Campus. |
| -One sanitary pad vending machine is established. |
| -two camps of blood donation (82units & 38units collected) & lecture on importance of blood donation is arranged. |
| -SVEEP programme is organised in collaboration with district administration, specially one rally is organised. -arrangement to make EPIC cards for new voters. |
| -one e-class room, 5 interactive Boards, one Smart classrooms is established. |
| Guest Lecture arranged in MA POLSC & Drawing , 02 Lab.Asstt. & 3Lab. Bearers are arranged through CDC. |
| -The college is awarded with Grade-B in sept 2016 |

| |
|---|
| -Grant utilized in construction work 35% on renovation 35% and equipments & books 30% the books for book bank of SC\ST Girls.& equipments are purchased & Installed in various Labs |
| - 02 Computer operator, 01 Chowkidar, 01Hostel Matron,02 Sweeper, 01 Gardener Arrangements made with CDC. |
| -Water harvesting system had developed & its working. |
| - lease line with 4mbps speed developed & working. |
| -Internal Lan Established with 2 MNE connections with 10mpbs speed. |
| ONE warden residence & ONE Laboratory is constructed. |
| Shed at passage for students & For store purpose is developed. |
| -Library Automation Completed. Construction of New reading room is under process. |
| -4 water coolers Cap 80-120Lts with water purifier& 5 water dispensers are purchased & Installed for Girls. |
| -Extension of Toilet Facilities is under process. |

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | 2 | - | - | - |
| PG | 6 | - | - | - |
| UG | 3 | - | - | - |
| PG Diploma | - | - | - | - |
| Advanced Diploma | - | - | - | - |
| Diploma | - | - | - | - |
| Certificate | - | - | - | - |
| Others | - | - | - | - |
| Total | 11 | 0 | 0 | - |
| Interdisciplinary | - | - | - | - |
| Innovative | - | - | - | - |

1.2 (i) Flexibility of the Curriculum: CBCS/Core/ Elective option/Open options : Elective option

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | - |
| Trimester | - |
| Annual | 10 |

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

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

**Please provide an analysis of the feedback in the Annexure*

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

For the revision of syllabus, MDS University Ajmer conducts BOS meetings. The faculty members of our college, who are there on BOS give suggestion and finalize the revision of syllabi.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

* Commissionerate Education Rajasthan, Jaipur follows this pattern

| Total | Asst. Professors/ Lecturer* | Associate Professors/ Lecturer in Senior Scale* | Professors/ Lecturer in Selection Grade* | Others |
|-------|--------------------------------|--|---|--------|
| 38 | 16 | 22 | 0 | 0 |

2.2 No. of permanent faculty with Ph.D.

23

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

| Asst. Professors/ Lecturers | | Associate Professors | | Professors | | Others | | Total | |
|--------------------------------|---|----------------------|---|------------|---|--------|---|-------|----|
| R | V | R | V | R | V | R | V | R | V |
| - | - | - | - | - | - | - | - | 38 | 05 |

| Sanctioned | Vacant | Surplus |
|------------|--------|---------|
| 44 | 06 | 00 |

2.4 No. of Guest and Visiting faculty and Temporary faculty-

Guest: -01 Visiting- 0 Temp.: 0

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | - | 40 | - |
| Presented papers | 02 | 30 | - |
| Resource Persons | - | 02 | - |

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

1. Use of latest Information technology in smart classroom, e-classroom like interactive board & LAN in a few subjects.
2. Extension Lectures, Seminars, workshops and presentations to improve learning skills.
3. Faculty encouraged to enhance research skills by attending Seminars, Conferences, Refreshers and Orientation Courses.

2.7 Total No. of actual teaching days

183

during this academic year

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

Dishari App & Hello App has online MCQs.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

06

06

06

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise

Distribution of pass percentage of the session 2015-16

| | Total no. of students appeared | Division | | | | |
|-------------------------------|--------------------------------|---------------|--------|--------|--------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| BA | 525 | 0 | 12% | 52.82% | 26.98% | 91.8% |
| B.Sc. | 116 | - | 60.34% | 33.84% | 5.82% | 100% |
| B.Com. | 175 | - | 59.42% | 27.8% | 8.78% | 96.00% |
| MA (History) | 32 | - | 13% | 63% | 16.25% | 93.75% |
| MA (Economics) | 20 | - | 12.5% | 19% | 48.5% | 80% |
| MA (Hindi) | 35 | - | 7% | 63.33% | 11.60% | 85.71% |
| MA (Political Science) SFS | 8 | - | 25% | 60.15% | 14.85% | 100% |
| MA (Music) | 0 | - | 0 | 0 | - | 0 |
| MA (Drawing) | 24 | - | 29% | 40% | 18.5% | 87.5% |

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

1-Daily, Weekly, Monthly inspection of College & Classes by Principal & Higher Authorities.

2- Three terminal Tests

3- ACR for the faculty & office staff.

4- Seminars are organised at PG level and students give their presentations in paper reading sessions on given topics.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|--|
| Refresher courses | 02 |
| UGC – Faculty Improvement Programme | - |
| HRD programmes | - |
| Orientation programmes | - |
| Faculty exchange programme | - |
| Staff training conducted by the university\College | - |
| Staff training conducted by other institutions | 1-training for web page updating on HTE.by Dr.Vimlesh Sharma 2-On line Admission training-by Dr.Arvind Kashyap 3-LITES training- Sh. Chetan Prakash 4-PMFS training for RUSA-Dr.Arvind Kashyap. |
| Summer / Winter schools, Workshops, etc. | - |
| Others- Short Terms Courses | - |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 12 | 17 | - | - |
| Technical Staff | 01 | 02 | - | - |

Criterion – III

3. Research, Consultancy and Extension

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

The Faculty are encouraged to attend various research oriented activities in academic field i.e. seminars, workshops, symposia, refresher / orientation courses etc. and permission granted at the administrative level to participate in these activities.

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | - | - | - | - |
| Outlay in Rs. Lakhs | - | - | - | - |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | - | - | - | - |
| Outlay in Rs. Lakhs | - | - | - | - |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 04 | 05 | - |
| Non-Peer Review Journals | - | 12 | - |
| e-Journals | - | 1 | - |
| Conference proceedings | - | 1 | - |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|--|---------------|----------------------------|------------------------|-----------|
| Major projects | - | - | - | - |
| Minor Projects | 2014-15 | UGC | 2.30Lacs | 1.70 Lacs |
| Interdisciplinary Projects | - | - | - | - |
| Industry sponsored | - | - | - | - |
| Projects sponsored by the University/ College | - | - | - | - |
| Students research projects <i>(other than compulsory by the University)</i> | - | - | - | - |
| Any other(Specify) RUSA | 2015-16 | Central Govt. | 2 Crore | 1Crore |
| Any other(Specify) RUSA | 2016-17 | Central Govt. | - | 1Crore |
| PDF (UGC) | 2016-17 | UGC | As per norms | - |

| | | | | |
|-----------|---------|-----|--------------|---|
| JRF (UGC) | 2015-16 | UGC | As per norms | - |
|-----------|---------|-----|--------------|---|

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number | - | - | - | - | - |
| Sponsoring agencies | - | - | - | - | - |

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

| Type of Patent | | Number |
|----------------|---------|--------|
| National | Applied | - |
| | Granted | - |
| International | Applied | - |
| | Granted | - |
| Commercialised | Applied | - |
| | Granted | - |

3.16 No. of patents received this year

| | | |
|-----|--|--|
| nil | | |
|-----|--|--|

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| =- | - | - | - | - | - | - |

3.18 No. of faculty from the Institution who are Ph. D. Guides

| |
|---|
| 2 |
|---|

and students registered under them

| |
|---|
| 9 |
|---|

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

| |
|----|
| 02 |
|----|

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

JRF

| |
|----|
| 01 |
|----|

 SRF

| |
|---|
| - |
|---|

 Project Fellows

| |
|---|
| - |
|---|

 Any other

| |
|---|
| - |
|---|

3.21 No. of students Participated in NSS events:

University level

| |
|----|
| 04 |
|----|

 State level

| |
|----|
| 22 |
|----|

National level

| |
|---|
| - |
|---|

 International level

| |
|---|
| - |
|---|

3.22 No. of students participated in NCC events:

University level

| |
|----|
| 04 |
|----|

 State level

| |
|----|
| 15 |
|----|

National level

| |
|----|
| 06 |
|----|

 International level

| |
|---|
| - |
|---|

3.23 No. Of Awards won in NSS:

University level

| |
|---|
| - |
|---|

 State level

| |
|---|
| - |
|---|

National level

| |
|---|
| - |
|---|

 International level

| |
|---|
| - |
|---|

3.24 No. of Awards won in NCC:

University level

| |
|---|
| - |
|---|

 State level

| |
|---|
| - |
|---|

National level

| |
|---|
| - |
|---|

 International level

| |
|---|
| - |
|---|

3.25 No. of Extension activities organized

University forum

| |
|--|
| |
|--|

 College forum

| |
|----|
| 72 |
|----|

NCC

| |
|----|
| 12 |
|----|

 NSS

| |
|----|
| 34 |
|----|

 Any other

| |
|--------------------|
| Rover/Ranger 11 |
|--------------------|

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

- **Participated in Debate, Quiz and Poetry recitation Competitions under literary Forum. The college stood First at the state level in the self-composed poetry recitation competition.**
- **Participated in various competitions like Singing, Quiz, Extempore, Debate, Dance, Painting, Rangoli, One act play etc. in Youth Festival organized by State Govt and MDS University, Ajmer and won prizes in various activities.**

- **Organized Blood Donation Camps on the birth Anniversaries of Deendayal Upadhyay and Subhash Chand Bose respectively. The College was the Nodal agency for the camp.**
- **NCC, NSS and RANGERS organised various social activities focusing on cleanliness drive and ‘Save the girl child’.**
- **NSS units of the College worked in the adopted villages and made the people aware against the social evils.**
- **Extension lectures on various career oriented themes were organised by YDC cell of the College.**
- **Workshops on Career guidance were organised jointly by YDC, Mahila Prakoshtha, and Placement Cell. Some of the topics covered were How to prepare for competitive exams, Spoken English, Best out of Waste material and Beauty Culture.**
- **More than 50 students visited Shri Cement, Beawar and Saras Dairy Plant, Ajmer to observe various Industrial and Entrepreneurship activities going on there.**
- **I.A.S. Ms. Teena Dabi was the guest speaker for the lecture organised by YDC & Women Cell to generate awareness on Women Rights and daughters are precious.**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|-----------|---------------|-------------------|-------|
| Campus area | 2.37Acres | - | - | - |
| Class rooms | 27 | - | - | - |
| Laboratories | 17 | - | - | - |
| Seminar Halls / Auditorium | 02 | - | - | - |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | - | - | - | - |
| Value of the equipment purchased during the year (Rs. in Lakhs) | Govt fund | | UGC and Govt Fund | - |
| Others | | - | - | - |

4.2 Computerization of administration and library

1. Administration is computerised, Payment of salary and arrears through IFMS to the permanent employees of the College.
2. Computerised monitoring of the College Campus through CCTV.
3. Online collection of admission and examination fee.
4. Online application forms submitted for all Scholarship schemes and online payment.
5. The college library has been registered under the NLIST programme on 28.7.2014 which gives access to e-resources through programme entitled "National Library and Information Services Infrastructure for Scholarly Content (N-LIST)". The N-LIST provides access to around 6000+ e-journals and 97,000+ e-books.
6. College has its own Website.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|---------|-------------|--------|-------|---------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 40154 | 2810780 | 300 | 103052 | 40454 | 2913832 |
| Reference Books | 50366 | 8814050 | 203 | 70000 | 50569 | 8864619 |
| e-Books | - | - | - | - | - | - |
| Journals | 06 | 10000 | 18 | 25640 | 24 | 35640 |
| e-Journals | - | - | - | - | - | - |
| Digital Database | - | - | - | - | - | - |
| CD & Video | - | - | - | - | - | - |
| Others (specify) | | | | | | |
| • Magazines | 26 | 15000 | - | - | 26 | 15000 |
| • Newspapers | 07 | 8500 | - | - | 07 | 8500 |

4.4 Technology Up-gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 108 | 02 | 02 | - | 06 | 04 | 25 | - |
| Added | - | - | - | - | - | - | 05 | - |
| Total | 108 | 02 | 02 | - | 06 | 04 | 30 | - |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology Upgradation (Networking, e-Governance etc.)

Dr. Vimlesh Sharma attended a one day Training Programme conducted by DCE, Jaipur for Web Page Updating.
 Dr. Arvind Kashyap attended a one day Training Programme conducted by DCE, Jaipur for PFMS.
 Dr. Chetan Prakash attended a two day Higher education conclave conducted by HRD,DCE, Jaipur.

4.6 Amount spent on maintenance in lakhs :

i) ICT

.075 gov fund + .0778 UGC fund

ii) Campus Infrastructure and facilities

1.0lakhs CDC +5.00lakhs (MLA fund for Library) + 0.200000P.W.D.+0.35000govt fund(repair of auditorium)+1.00 crore RUSA

iii) Equipments

30lakhs RUSA+60000(govt fund)

iv) Others

-

Total :

-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Online admissions
- Wi-Fi Connectivity, E-Library Connectivity for Staff.
- Anti-Ragging Cell .
- Legal Cell and Legal Service Clinic
- Career Counselling and student advisory and placement cell
- NSS, NCC, YDC, Rovers and Rangers etc.
- Accidental insurance for all the students of the college
- Alumni association
- Book Bank Services through library.
- Scholarships under various government various schemes
- Online payment of Admission / Examination Fee and Scholarship
- Road Safety club
- Human Rights Club
- RTI Cell
- College as a centre of Medhavi Scooty Yojna.
- Proctorial Board
- Electoral Voter list and AADHAR Card Committee.
- Installation of Sanitary Napkin Vending machine.
- Dishari Classes for competition skills.

5.2 Efforts made by the institution for tracking the progression :

- NSS organized several programs including two Blood Donation camps and Haemoglobin level detection Camps, Save the girl child campaign etc.
- The college organized the cleanliness drive.
- YDC organized various programmes to enhance entrepreneurship and self-employment skills.
- The College students participated in several inter college/University, State, National level literary and cultural competitions.
- NSS organized lectures on women's health and breast cancer awareness, Female infanticide, Importance of Shram Daan, and Duties towards Constitution of India.
- National Voters' Day , Road Safety Week , Vivekanand Jayanti etc. celebrated to generate awareness on socio-economic issues.
- PG History organised a visit to Chittor fort.
- Various activities organized by Rovers and Rangers and NCC
- YDC organised a tour to Saras Dairy Ajmer and Shree Cement, Beawar to acquaint the students with industrial and entrepreneurship skills.
- YDC and Placement Cell Organised a Food Preservation workshop.
- YDC organised a visit to SARAS dairy & Shree cement ,Beawar.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 2744 | 286 | 8 | 0 |

(b) No. of students outside the state

-

(c) No. of international students

-

| | | | | | |
|-----|----|---|-------|----|---|
| Men | No | % | Women | No | % |
| | - | - | | - | - |

| Last Year (2016-17) | | | | | | This Year (2017-18) | | | | | |
|---------------------|-----|-----|-----|-----------------------|-------|---------------------|-----|----|------|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 1840 | 296 | 265 | 632 | 05 | 3038 | 939 | 721 | 52 | 1321 | 10 | 3043 |

Demand ratio Science: 3:1, Arts: 1:1, Commerce: 1:1
Dropout %: 5% approx.

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

- YDC organised lecturers on Career Orientation, Personality Development, Facing Interviews and preparation for competitive exams in banks etc, career in the field of beauty culture (workshop) and job prospects in computer animation and computer hardware.
- The college library in collaboration with YDC makes available books, newspapers and magazines useful for employment awareness and competitive examinations.
- Career Counselling and Placement Cell arranged classes to enhance English language skills.
- Dishari (competitive examination skills) class are organised.

No. of students beneficiaries: All the students of College

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|---|-----------|---|------|---|--------|----|
| NET | 3 | SET/SLET | - | GATE | - | CAT | - |
| IAS/IPS etc | - | State PSC | 5 | UPSC | - | Others | 10 |

5.6 Details of student counselling and career guidance

- Lectures on memory enhancement, employment in the field of science, personality development and interviews.
- Guidance for self-employment through small-scale industries.
- Creating awareness regarding advertisement related to employment.
- Placement Cell arranged classes to enhance English language skills.

No. of students benefitted

500

5.7 Details of campus placement

| <i>On campus</i> | | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 06 | 300 | - | - |

5.8 Details of gender sensitization programmes

- NSS organized training programme and debate, essay writing competitions for students to generate awareness regarding issues on women and a campaign 'Save the Girl Child'.
- NSS organized lectures on women's health and breast cancer awareness.
- Women cell organised lectures and Workshops on entrepreneurship Skills among students- for eg. Beauty Culture, waste paper management, Bag-making.
- State Women Commission Chairperson Ms. Suman Sharma was the guest speaker for the lecture organised by DLSA and YDC & Women Cell to generate awareness on Women Rights and Legal Literacy.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|--|--------------------|--------|
| Financial support from institution | - | - |
| Financial support from government | | |
| a. CM Higher Education Scholarship (New) | 183 | |
| b. CM Higher Education Scholarship (Renewal) | 57 | |
| c. Devnarayan Protsahan Rashi | 08 | |
| d. Devnarayan Scooty Yojna | 03 | |
| e. Medhavi Chatra Scooty Yojna | 19 | |
| f. Post Matric Scholarship | 210 | |
| g. Scholarship for Minority Students | 19 | |
| Financial support from other sources | - | - |
| Number of students who received International/ National recognitions | - | - |

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: ___NIL_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The college as an academic institution is dedicated in grooming and shaping the personality and future of more than 3000 women aspirants in the field of Science, Commerce, Fine Arts, Humanities and Computer Science. William Shakespeare said "It is not in the stars to hold our destiny but in ourselves." Right from the beginning the college has been instituted with an aim to focus upon the "Mantra of Success" to BE SMART academically realizing their potential to enhance and sustain creative talent and positive approach towards life among women.

6.2 Does the Institution has a management Information System

- Online admissions/Fee submission
- Wi-Fi Connectivity
- E-Library Connectivity
- College has its own website
- Online office setup/Office management
- Online Connectivity with MDS, University for Examination

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

6.3.1 Curriculum Development

For the revision of syllabus, MDS University Ajmer conducts BOS meetings. The faculty members of our college, who are there on BOS give suggestion and finalize the revision of syllabi.

6.3.2 Teaching and Learning

- Projector/Latest technology used in Classrooms
- Students are encouraged to explore library facility.
- Project work and practical work.

6.3.3 Examination and Evaluation

- For internal assessment periodical tests are conducted as per the guidelines of College Education, Rajasthan and bar-coding introduced in UG and PG examination at University.
- Annual examination system.

6.3.4 Research and Development

Faculty is motivated for various Research oriented programmes such as Major/Minor research project & attending conference/seminar/workshop etc and published articles' books etc.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college library has been registered under the NLIST programme on 28.7.2014 which gives access to e-resources through programme entitled "National Library and Information Services Infrastructure for Scholarly Content (N-LIST)". The N-LIST provides access to around 6000+ e-journals and 97,000+ e-books
- The college library has photocopy machine for use of students.
- Projector/Latest technology used in Classrooms
- Internet, Wi-Fi Connectivity and CCTV in the college campus and hostel.

6.3.6 Human Resource Management

Under CAS the faculty members are given due benefits as per UGC/Govt. rules.

Temporary staff arranged for teaching, labs and maintenance of Garden and cleanliness in the campus.

6.3.7 Faculty and Staff recruitment

- The permanent staff (academic and ministerial) is recruited as per the state government policy and rules through RPSC.
- To fulfil the local requirements temporary staff is arranged as per the guidelines of College Education, Rajasthan.

6.3.8 Industry Interaction / Collaboration

- YDC organised a tour to Saras Dairy Ajmer and Shree Cement, Beawar to acquaint the students with industrial and entrepreneurship skills.
- YDC and Placement Cell Organised a Food Preservation workshop.

6.3.9 Admission of Students

- Online admission procedure for UG part-1 and PG previous classes has been adopted which makes things widely accessible and speedy implementation of the procedure.
- For UG part-2 & 3 and PG Final classes' students are directly promoted to the next class simply by submitting their fee without much formality of filling in admission forms.
- For the Admission reservation policy of govt. for SC/ST/OBC/SBC/PH etc. as per rules is strictly followed.
- For the Admission bonus marks are given for the participation in sports/NSS/NCC etc. activities at State/National level as per rules

| | | |
|-------------------------|--------------|--|
| 6.4 Welfare schemes for | Teaching | GIS, GPF, SI benefits & loan facility available as per govt. rules. |
| | Non teaching | GIS, GPF, SI benefits & loan facility available as per govt. rules. |
| | Students | Accidental Insurance/ Scooty distribution to SBC students and meritorious students with specific income limit as per govt. Policy and scholarships under various govt. schemes. |

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

| Audit Type | External | | Internal | |
|----------------|-------------------------------------|--------|----------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | <input checked="" type="checkbox"/> | - | - | - |
| Administrative | <input checked="" type="checkbox"/> | - | - | - |

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

For UG Programmes Yes No

For PG Programmes Yes No

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

The college is affiliated to MDS University, Ajmer and all the reforms are executed as per university administration's decisions through BOS meetings; Bar-coding system introduced by the University.

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

Proposal sent for autonomous college to UGC

6.11 Activities and support from the Alumni Association

1. The meritorious students of the college are awarded with cash and kind prizes for their performance in different fields.
2. Received suggestions regarding infrastructural development of the College.

6.12 Activities and support from the Parent – Teacher Association

1. Parents are nominated in CDC who gives important suggestions for the development of the college. The college tries to incorporate those suggestions in college activities.
2. Parents can always discuss their wards' problems with the Principal and teachers.

6.13 Development programmes for support staff

- Benefits given under various govt. welfare schemes as per rules
- Healthy work atmosphere.
- Insurance scheme as per govt. rules.

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

- The college runs the cleanliness drive programme to keep the campus neat and clean.
- NCC, NSS and Rovers and Rangers are engaged in tree plantation and grooming of college garden so as to keep the campus eco-friendly.
- Dustbins have been placed in the college corridors to keep the campus clean.
- The college campus is declared as 'Tobacco and Smoking Free Zone'.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- 1 Proposal sent for autonomous college to UGC
- 2 College magazine TARANGINI and News Bulletin (at the end of the session) are going to be published for the promotion of creative skills among students.
- 3 Proposal to utilize the grant received under RUSA for infrastructural development and enhancing research and Innovation activities in the college.
- 4 Online admission and fee collection.
- 5 Fete is organised for students and staff to infuse entrepreneurship skills and to promote socialising among them by way of such get-togethers.
- 6 A lecture delivered by Mr Preeti Choudhary (Dy.S.P. Traffic) on Road Safety.
- 7 Rozgar Mela is organised.
- 8 A lecture delivered by Mr Sharad Sharma (District Judge) on legal rights of Women & children.
- 9

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

Healthy & regular teaching-learning atmosphere has been maintained in the college. Various co-curricular activities have been organised by different associations & forums throughout the academic session. Training programme for women empowerment & faculty development programme for faculty members provided benefit to the students of the college. Legal Clinic organised with the help of legal deptt. District Court.

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

- The institution provides academically best possible teaching-learning environment to the students.
- Through the co-curricular activities organized through various forums the students are given an opportunity to groom and develop their personality so as to contribute themselves as accountable and responsible citizens of the nation.
- Accidental insurance for all the students of the College.
- Senior Lady Lecturers has organise GOOD TOUCH/BAD TOUCH Awareness campaign.

7.4 Contribution to environmental awareness / protection

- The college runs the cleanliness drive programme to keep the campus and adjacent public places neat and clean.
- NCC, NSS and Rovers and Rangers are engaged in tree plantation and grooming of college garden so as to keep the campus eco-friendly.
- Dustbins have been placed in the college corridors to keep the campus clean.
- The college campus is declared as 'Tobacco and Smoking Free Zone'.

7.5 Whether environmental audit was conducted?

Yes

No

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

- The institution plays a leading role to contribute for women's education
- The institution awards medals to academically meritorious students as well as to those students whose performance is outstanding in literary, cultural, sports, NSS, etc. activities.
- Complete RUSA grant is utilised for construction (35%), renovation (35%) and equipments and books (30%).
- Proposal to start a study-centre for Kota open University.
- The institute has installed LED lights in all rooms to save electricity.

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

1. The College has submitted a proposal for autonomous College.
2. The institution proposes to open PG in Geography.
3. Insallation of Roof top solar panel in the College Campus and Hostel.
4. For providing better education environment other rooms are to be developed as smart Class rooms.
5. The institution wants to continue IGNOU centre under skill development programme.
6. Continuing the dishari classes.
7. To start e-class of subject experts.
8. To procure e lectuer of various subjects
9. The college is planning to start pastoral care.

*Name: Dr. Umesh Bhargava
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