



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		MAHARANA PRATAP GOVERNMENT COLLEGE, CHITTORGARH
Name of the head of the Institution		Dr. B. L. Acharya
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01472241041
Mobile no.		9460757572
Registered Email		principalmppg@gmail.com
Alternate Email		iqacmppg@gmail.com
Address		Pratap Nagar, Udaipur Road, Chittorgarh
City/Town		Chittorgarh
State/UT		Rajasthan
Pincode		312001

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr.K.S.Kang			
Phone no/Alternate Phone no.		01472241041			
Mobile no.		9314121841			
Registered Email		iqacmppg@gmail.com			
Alternate Email		principalmpg@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://hte.rajasthan.gov.in/dept/dce/mohanlal_sukhadia_university/maharana_pratap_government_pg_college_chittorgarh/uploads/doc/AQAR%202017-18.pdf			
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/dept/dce/mohanlal_sukhadia_university/maharana_pratap_government_pg_college_chittorgarh/uploads/doc/admission%20policy%202018-2019.pdf			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	72.20	2004	04-Nov-2004	03-Nov-2009
2	A	3.13	2016	16-Sep-2016	15-Sep-2021
6. Date of Establishment of IQAC			02-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
Symposium on world tribal day	10-Aug-2018 01	50

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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
Maharana Pratap Govt.P.G.College	NA	State Govt.	2019 365	95008140

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

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)

1. Coaching of students for sports to participate in Inter college competitions
2. Organization of cultural and literary programs for overall development and exhibition of talents in students.
3. Inaugural of Consumer forum to teach consumer rights, duties and laws
4. Establishment of Girls monitoring cell
5. Photo Exhibition on Voter lists and Voter Card

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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	Achievements/Outcomes
Blood Donation camp organized by college	Motivated students to donate blood for needy person
View File	

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	2019
Date of Submission	28-Feb-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college works under aegis of Department of College Education Rajasthan and therefore the curricular mechanism and plan for the academic year was pioneered in 2018-19, It was drafted to suit the requirements of the constituent colleges across the state, it contained the syllabus to be covered, class tests to be taken, and extracurricular activities to be conducted on monthly basis. The college is affiliated with MLS University, Udaipur and as such university syllabus was circulated and taught among the students. The extra curricular activities were also well informed and displayed to the students in advance.

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
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
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Nil	NIL	Nil
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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
MSc	Botany	01/07/2019

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
NIL	Nil	Nil
View File		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Collection of plant samples and preparation of project reports	21
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	No
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
<p>The IQAC committee unanimously decided that the student's feedback will be taken through online mode using Google form mechanism, it was aimed that technological advancements are more helpful in determining the results and analyses in comparison to doing it by manual means. Subsequently, a Google form was circulated among the students through messages, the students were asked to submit the same within seven days. After obtaining all the student responses, the automation contained within the software came handy in analysing the data statistically and a detailed report was later submitted to the Principal. The Principal together with the IQAC discussed the outcomes, suggestions, shortcomings etc. and directed the members of the faculty, section in-charges, Student representatives, and others to initiate the requisite measures for development and growth of the institution. Similarly other feedbacks (parents</p>

and teachers) were analysed in the similar manner. The Principal together with the IQAC discussed the outcomes, suggestions, shortcomings etc. and directed the departmental in-charges, members of the faculty, section in-charges, and others to initiate the requisite measures for development and growth of the institution.

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
MA	Sociology	120	187	89
MA	Political Science	120	303	89
MA	English	120	143	66
MA	Hindi	120	261	86
MA	History	120	301	88
BSc	Science	992	1763	961
BCom	Commerce	1100	1043	909
BA	Arts	3900	5589	3346
MA	Economics	120	148	80
MA	Geography	120	321	99

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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
2018	5216	800	10	Nil	27

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	Number of smart classrooms	E-resources and techniques used
34	30	85	5	2	10

[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)

Yes. The mentor/ teacher are entrusted with the responsibility of guiding the students for academic excellence with a sense of social responsibility and a feeling of national integration. Each teacher/ mentor is given the responsibility of students ranging in number from 80 to 300. The students are encouraged to form groups and

cultivate the habit of co-learning and teamwork. The students are advised to communicate with their mentor/s using modern technical aids inc. WhatsApp, Telegram, E-mail, etc. The student's grievances (if any) are redressed within a short span of time. The student satisfaction survey indicated that almost 85 of the students are satisfied with their mentors. Also, there are houses namely JAL, VAYU, AGNI, AKASH, PRITHVI, of the students for their competition and overall development.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
6016	34	1:177

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
77	34	43	Nil	24

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
2018	Ashutosh Vyas	Associate Professor	Rajasthan Sociological Association
View File			

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
BA	NA	YEAR	03/05/2019	04/07/2019
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The continuous institutional evaluation system primarily focuses on management of funds (approved and allocated), and Infrastructural development and maintenance. The college conducts Internal Audit on a regular basis it is being done by the faculties belonging to the commerce dept. The whole exercise rests on vouching and verification of every transaction inc. its sanction, invoice and payment. It culminates with the reconciliation of accounts being verified with bank account statements. It is also applied to the physical verification of library books, store materials and lab. equipments. The college committee for Infrastructure and renovation collaborates with the Public Works Department (Govt. of Raj.) to enhance quality infrastructure for institution utilizing the funds sanctioned under RUSA 2.0. The college committee took pains to facilitate the timely utilization of funds, and selection of proper and state of art materials (modern amenities) for labs., toilets, classrooms etc. Similarly, the feedback obtained from the students, their parents, and faculties is assessed and analyzed for the overall benefit of the institution. Also, the students are continuously evaluated on monthly class test basis so that they can be better

prepared before term-end examinations.

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

The academic calendar was prepared by the Commissionerate of College Education, Government of Rajasthan, it was circulated among all the government colleges in the state. It was based on day to day teaching and learning process. The curriculum was categorized in accordance with the prescribed syllabus which was to be completed within 180 teaching days. Also, the extra-curricular activities and events were pre-decided through calendar and circulated among students, Similarly, the examination time table was prepared by the affiliating university i.e. Mohan Lal Sukhadia University Udaipur.

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)

https://hte.rajasthan.gov.in/dept/dce/mohanlal_sukhadia_university/maharana_pratap_government_pg_college_chittorgarh/uploads/doc/PROGRAM%20OUTCOME.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
NA	BA	ARTS	3391	3059	91.01
View File					

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)

[https://hte.rajasthan.gov.in/dept/dce/mohanlal_sukhadia_university/maharana_pratap_government_pg_college_chittorgarh/uploads/doc/student%20satisfaction%20survey%202018-19%20\(1\).pdf](https://hte.rajasthan.gov.in/dept/dce/mohanlal_sukhadia_university/maharana_pratap_government_pg_college_chittorgarh/uploads/doc/student%20satisfaction%20survey%202018-19%20(1).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
Nil	0	NIL	0	0
View File				

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
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NIL	NIL	NIL	Nil	NIL
View File				

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	Nil
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	0	0

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

Name of the Department	Number of PhD's Awarded
Sociology	2

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	Geography	2	0
International	Botany	1	0
View File			

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

Department	Number of Publication
Sociology	6
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
Identifying Strategic Initiatives For Solid waste Management In Urban Policy Of Rajasthan to Promote Sustainability.	Dr. Seema Shrivastav	Multidisciplinary Scientific Reviewer	2018	0	Maharana Pratap Govt. P.G. College. C HITTORGARH . Raj.	Nil

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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	NIL	Nil	Nil	Nil	NIL

[View File](#)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	12	Nil	Nil
Presented papers	5	8	Nil	Nil
Resource persons	2	1	1	Nil

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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
Blood Donation Camp	NSS, NCC and Blood Donation Unit District Hospital Chittorgarh	15	76

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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
Inter College Badminton Competition	II Position	MLSU	1
TENT PICHING ACTIVITY	Gold medal	NCC	1

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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 activities	Number of students participated in such activities
Plantation	NCC	Tree plantaion	3	12

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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	NIL	NIL	0
View File			

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	Nil	Nil	0
View File					

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	Nil	NIL	Nil
View File			

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
124.35	121.12

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
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 partially)	Version	Year of automation
NIL	Partially	Default	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	40062	4425820	194	52640	40256	4478460
	21124	5386620	Nil	Nil	21124	5386620

Reference Books						
Journals	9	11733	Nil	Nil	9	11733
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	Nil
View File			

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	22	1	15	1	1	4	11	4	0
Added	0	0	2	0	0	0	0	0	0
Total	22	1	17	1	1	4	11	4	0

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

2.5 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
Smart Class room with ICT facility	https://www.youtube.com/channel/UCWB_4jP-n_e5pG6-JiVDdng

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 incurred on maintenance of physical facilities
2.1	2.05	2.5	2.41

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)

<p>The college boasts of a robust and decentralized system for administration and governance: the committees are formed in the beginning of the academic session and they are entrusted with the responsibility of carrying out functions pertaining to maintenance of physical, academic, and support facilities. The mechanism of the working of the committees focuses on abidance of government rules viz. general and financial (Government of Rajasthan). The Principal is the ex-officio Chairman of all the committees wherein a Convener</p>

is incorporated to oversee the effective and smooth functioning of those committees. The finance and accounts committees strictly follow the rules outlined in the General Finance and Account Rules (GF AR-amended) and various supporting online web platforms are designed by the GoI (Government of India) and GoR (Government of Rajasthan) to assist in the matters relating to accounts and disbursement of funds. These web platforms include GeM (Government e-market), Paymanager, IFMS (Integrated Financial Management System), PFMS, and SPPP (State Public Procurement Portal). The finance committees have adopted the standard e-procurement procedures in accordance with the guidelines/notifications received from the GoR. The general administration is entirely based on the committees formed for the current academic session. The committees are empowered to arrive at a decision-making in the roles/tasks assigned to them. In a few of committees the parents of wards, external nominees (People's representatives, Government Officials, businessmen, Industrialists, etc.) Academicians and student representatives are also given adequate representation to facilitate decentralised decision-making.

https://hte.rajasthan.gov.in/dept/dce/mohanlal_sukhadia_university/maharana_pratap_government_pg_college_chittorgarh/uploads/doc/policies%20and%20programmes.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	Scholarship	1991	12980000
Financial Support from Other Sources			
a) National	nil	Nil	0
b) International	nil	Nil	0
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 implementation	Number of students enrolled	Agencies involved
Summer Camp	03/06/2019	28	Skill Development
Girls monitoring cell	27/12/2018	8	Women Cell
Coaching for competitive exams	18/01/2019	65	YDC
View File			

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 passed in the comp. exam	Number of students placed
2018	Pratiyogita	65	24	18	Nil

	dakshta				
2019	Pratiyogita dakshta	35	19	3	Nil
View File					

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
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	28	B.Sc.	Science	Maharana Pratap Govt. College, Chit torgarh	M.Sc.
2018	26	B.Com.	Commerce	Maharana Pratap Govt. College, Chit torgarh	M.Com.
2018	242	B.A.	Arts	Maharana Pratap Govt. College, Chit torgarh	M.A.
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
NET	10
View File	

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

Activity	Level	Number of Participants
Annual Sports	College	101
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
Nil	Nil	Nil	Nil	Nil	Nil	Nil
View File						

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

Each year a student council is formed at the post graduate level in all the concerned faculties (humanities, commerce and science). Only meritorious students are selected /nominated in key positions. The in-charges of the respective faculties mentor these councils. Various activities viz. literary, cultural and sports are conducted by theses councils. A separate Students' Union is formed through elections wherein four student representatives are directly elected through secret ballot polling process. The Student Union not only represents the students but also redresses their grievances by pleading their cases before the honorable chair and other concerned committees. It has been provided with adequate representation in various committees.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

25

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

2500

5.4.4 – Meetings/activities organized by Alumni Association :

Informal meeting organised for fund collection

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)

An important feature of our institution is the democratic decision-making. It consists of decentralisation and participatory management and a well-established 'committee system' which includes the Academic Committee, the Workload Committee, the IQAC and the Staff Council among others. With the committees in place the decentralized decision making at all levels, viz. departmental level, student level, etc every member of the community feels empowered. In terms of decentralization, all committees have evolved over time and go through a process of nominations by the higher authority. A gender sensitization committee has also been initiated it works under the aegis of Prevention of Sexual Harassment Act. The empowered committee for finances works to aid and support accounts office in financial matters. The college development committee which is semi-autonomous (CDC) is now central to taking

all decisions. In most of the committees, students are encouraged by way of representation to be part of the decision making processes. The college placement cell and various societies for student activities are working through a decentralized mode. Irrespective of the original membership of a committee, any other affected or concerned member is co-opted and included as needed to jointly reflect on various matters of importance. Ideas and people from young and dynamic movements are routinely encouraged to flow in. There is, in fact, a very conscious effort being made wherein the Principal makes no decisions in isolation and all the concerned persons/entities are encouraged to participate. The collective-decision making enhances the synergy and the sharing of information and adds quality to the whole process.

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

No

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
Human Resource Management	There were 34 teachers against 77 sanctioned teaching posts in 2018-19. The record books, personnel files, GPF and SI accounts of employees are maintained by Establishment and Accounts sections. Annual Performance appraisal of faculties is done by the Principal and an Annual Confidential Report is submitted to the higher authority i.e. Commissioner, Department of College Education, Rajasthan.
Examination and Evaluation	The conduct of examinations is primarily a prerogative of the affiliating university. The examination forms are filled online. The main process relating to examinations is as follows: • Examination forms are submitted online. • Absentee statement is uploaded on exam portal of university after an hour of commencement of each exam. • Forwarding of student applications (for documents, grievances etc.) to the university. Internal evaluation system: Monthly tests are conducted question papers are set for the colleges of the region by faculty members. Assignments, internal exams and seminars are also included in the evaluation process.
Curriculum Development	NA The curriculum is devised by the university.
Teaching and Learning	Various methodologies are adopted to facilitate quality improvements in teaching viz. field visits, industrial visits, study tours, practical demos etc. Student Associations (elected and nominated) provide students exposure to

	<p>become confident, language proficient, develop communication skills etc. New teaching pedagogies viz., table discussions, book Review, group discussions, power point presentations, weekly seminars, etc. have been adopted and institutionalized. Student is an effective means to ascertain the teaching quality the IQAC compiles a report based on it, and advises changes and alternations (if required).</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The college has well maintained and centralized library and it is fully automated with e-library software devised by GoR. Library stocks more than 60000 books including text and reference books. College has instrumentation like Cryostat, Laminar air flow, trinocular microscopes with photography facility, microtomes, etc. High- speed internet facility is also available in labs etc. UPS and power back-up systems are also installed.</p>
<p>Admission of Students</p>	<p>The admission process for students works in online mode, the operational website or web portal is being run by the Department of College Education Rajasthan, the site has automation for reservation of seats for the weaker sections and the amount of fee to be deposited. The system generates merit and the e-receipt through automation as well.</p>
<p>Research and Development</p>	<p>The College Teachers regularly participate in conferences, workshops and training programmes etc., and a few among them are registered as Ph.D supervisors. Students and research scholars are also motivated by the teachers to participate and present their works in seminars, conferences etc. PG/ Ph.D programmes have further contributed towards enhancing research culture. The Teachers apply for major and minor research projects from various funding agencies like UGC, DST etc. The college has well equipped lab infrastructure to support research activities.</p>

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

E-governance area	Details
<p>Planning and Development</p>	<p>The college website is a hub of information for all the stakeholders (inc. teachers, parents, regular and non-collegiate students, etc.). Vital</p>

	weblinks have been displayed on it that redirect to the other websites of importance.
Administration	Management Information System is being worked upon to accumulate all the data concerning employees and students in soft copies. Detachable hard disc storage is used to compile vast amount of data. The SSO (Single sign-on) portal initiative taken by the GoR (Government of Rajasthan) is proving to be a game-changer in e-governance. It has resulted in evolving a paperless system for handling of the employee's data concerning medical, insurance, provident fund etc. Dedicated personal accounts have been created for the employees where they have secured e-access through personal logins and passwords.
Finance and Accounts	The college relies on the state government e-mechanism for the management of accounts and finance. The governmental e-initiatives have enabled the institutes to obtain a flawless management system of keeping the finances in a good or proper shape. Integrated Financial Management System, PFMS, Pay manager, etc. are government sponsored web platforms dedicated to the management of accounting and finance.
Student Admission and Support	The student admission process is paperless and a web portal to this effect is being run by the Department of College Rajasthan, SSO mechanism is also used by the students in filling of exam forms, competitive exam forms, filling of scholarship forms etc.
Examination	The affiliating university has a functional website for conduction of university : exams the forms are filled online, the time table is displayed and could be downloaded, the students admission card is also downloaded by the students using their personal logins and passwords. The results are displayed on the website as well and a temporary marksheet could be downloaded too. The redressal of grievances system is also by and large functional through the web means.

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
Nill	NIL	NIL	NIL	Nill
View File				

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	Sustainable Future :Global Challenges for Environment protection and Social Development	NIL	10/01/2019	12/01/2019	400	Nill
View File						

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
NIL	Nill	Nill	Nill	0
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
6	6	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The college administration facilitates smooth functioning and timely reimbursement of medical expenses borne by the faculty members. The college implements the schemes launched by the	Some of the welfare schemes are common for teaching and non-teaching members. Those schemes include State Insurance, Group Insurance, Medical benefit schemes, General provident Fund, Employees Contributory Pension Fund	The welfare schemes for students include grant of scholarships, accidental insurance, distribution of free vehicles (exclusively meant for girls). These schemes are centrally administered by the government of

<p>GoR (Government of Rajasthan). There are separate schemes for employees under the Old Pension Scheme and New Pension Scheme (2004) respectively. The state government reserves the right to alter, modify, and change the schemes. Similarly, a Teacher's Welfare Fund (TWF) is in place at the level of the Universities, college and university teachers contribute 10 percent of the total amount of remuneration they receive for evaluation of answer-sheets in the university exams. The contribution is mandatory and fund is transferred to the university. The beneficiaries are determined at the university level. The state government also has a mandatory life Insurance Scheme for her employees. It has some added benefits including disbursement of advances on low interest rates. Another scheme is employees Group Personal Insurance with accidental death claim amounting up to Rs. 2 lakhs. Likewise, GPF (General Provident Fund) and Employees Contributory Pension Fund schemes are also in place.</p>	<p>etc.</p>	<p>Rajasthan and implemented in all the government colleges throughout the state.</p>
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6.4 – Financial Management and Resource Mobilization

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

The institution has both internal and external audit mechanism. Internal audit is done on a regular basis by the Internal Audit Committee formed with the faculty members of the college. It takes up audit tasks such as checking bills and their sanctions, verifying bills from the store, verifying whether correct bill amount has been entered in cash-book And totals, reconciliation from bank statements and physical verification of the assets bought. Bills are countersigned by DDO of institute and cash transactions are discouraged. Only NEFT, RTGS and Crossed cheques are used. Computerized system of accounting is preferred for the major bank accounts. Simultaneously GF R, Purchasing and procurement rules are crossed checked for the required compliance. External

audit (physical and Financial) is done by the Director, Directorate of Inspection, Government of Rajasthan and AG Office of Central Government. Also the funds and accounts of College development Committee are audited through practicing chartered accountant.

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
View File		

6.4.3 – Total corpus fund generated

106687020

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	No	Null	Yes	Internal Audit committee
Administrative	No	Null	No	Null

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

1) A parents teachers meeting has been organized on 20/10/2018 where parents were invited to resolve their queries about their wards 2) Suggestions from parents has been taken and accordingly a plan for RO drinking water plant has been drafted 3) Designated personnel was appointed in academic section to support the parents in admission, examination and other procedures related to their wards

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

PFRDA training program organized by SIFP Pay manger training program Training program for updating electoral data of the employees

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

1) The increasing student strength in the college demands more classrooms. To meet out this issue, 4 new classrooms are being constructed in the administrative block of the college by utilizing the RUSA 2.0 grant. 2) We have augmented our ICT facilities. 3) Total 2 Smart Classrooms have been established including 2 Smart boards and 2 e-Podium / lectern. 4) The institution has set up a room specifically for delivery of e-lectures. The lectures delivered in these rooms are live ones and all the Government colleges of Rajasthan are connected and students from all colleges are benefitted with their subject related lecture at the same time. 5) A Pratiyogita Dakshata Program was launched in the college since 2018-19 and to be continued in 2019-20, for providing free coaching for preparation of competitive exams like IAS, RAS, REET and Banking, Railways and NET. This coaching is provided by the faculty of the college. 6) Our college was selected for RACE, (Resource Assistance and College for Excellence) scheme of Innovation and Skill Development program of Commissionerate, launched as a new higher education model, introduced by State Government of Rajasthan for distribution of faculties and movable assets among government colleges at district level so as to rationalize availability of resources. 7) Establishment of GIS Lab is in process.

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
2018	Symposium on world tribal day	21/07/2018	10/08/2018	10/08/2018	50
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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
Group Discussion on Gender Equality	20/12/2018	20/12/2018	12	8

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
LED Bulbs are installed in the campus for energy conservation. No Plastic and green campus drive. Plantation drives were undertaken to make campus green. Green Oath ceremony was organized for faculty and student as a measure of environmental awareness. Rainwater harvesting system is available in college main building and library block.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	17
Ramp/Rails	Yes	15
Scribes for examination	Yes	4

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
2019	2	2	25/01/2019	1	National	Adult Franchise	200

					Voters Day	awareness
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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)
NIL	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
National Integration Camp	08/12/2018	14/12/2018	52
Gandhi Jayanti (Activities)	02/10/2018	02/10/2018	31
International Yoga Day	21/06/2018	21/06/2018	55

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

1. Plantation drive every year is being organized and greenery in college periphery is phenomenal. 2. Green Initiative (Paperless mode) is preferred for notices and orders. 3. Swachh Campus Drive. 4. Celebration of World Environmental Day. 5. Green Oath ceremony was organized for faculty and student as a part of the environmental awareness campaign.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two Best Institutional Practices 2018-19

1. Harvesting of the rain water: With the ever-increasing infrastructure and rising of the demand for water supply, the Maharana Pratap Government College administration was forced to search for alternate means of getting uninterrupted water supply throughout the year. A high-level meeting chaired by the honorable Principal suggested harvesting of the rain water on an experimental basis. Two adjacent building blocks on both the flanks i.e., north and the south were selected for the proposed activity. The southern building block is in close proximity to a tube well, therefore the harvested rain water will ensure the re-charging of the ground water and the tube well will not go dry in the harsh summer months. After the completion/installation of the rain water harvesting mechanism, the college is now reaping the rich benefits obtained from the cost-effective investment.

2. Blanket ban on using the college premise for unauthorized advertisements: The entire college premise including the extended one (i.e., the boundary wall) was once considered a-free-for-all advertisement billboard. The honorable Principal took the offenders to task, stern notices were served, and the offenders were made to remove their unauthorized advertisement hoardings, stickers, etc. For those advertisements which were painted on the boundary walls the offenders were ordered to hide them with a fresh coat of yellow paint (the original colour of the boundary wall). This novel practice on the part of the honourable Principal not only added to the restoration of the beauty of college infrastructure but could also be considered as an endeavour in the right direction contributing to the idea of Swachh Bharat envisioned by the honourable Prime Minister.

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

https://hte.rajasthan.gov.in/dept/dce/mohanlal_sukhadia_university/maharana_pratap_government_pg_college_chittorgarh/uploads/doc/best%20int.%20practices%2018-19.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

The motto of Maharana Pratap Government College is 'vidhya dadati vinayam' though it only a part of the full Sanskrit Shloka but it summarizes the whole meaning of the shloka in one line (The English translation of the complete shloka is 'Knowledge gives humility to a man i.e., one becomes humble, it is through modesty one attains merit, through merit one attains wealth, through wealth one attains dharma, through dharma one attains happiness'). The Maharana Pratap Government College strives to inculcate core Indian values of humility and character building among students. It is an old Indian adage that 'if character is lost everything is lost'. So, the students are made to realize the implications of character dilution or loss of the same. The college administration is very keen to prevent the cases of gender harassment (especially of girls and staff members). It is worthwhile to mention that the college reported no such case/s since past five years. The college administration took a herculean task of screening the mobile phones of students selected on random basis, the students were not punished if the content in their phones was found as objectionable rather, they were counselled on ethical grounds and made to realize that if they continue to do so the same in future, strict disciplinary action would be initiated against them. The college administration has banned the shooting of videos for Tiktok, Instagram etc. If any of the students is found engaging in such an activity, he/she is liable to be rusticated for 15 days with immediate effect. The students are counselled and mentored for realizing their future goals enlisted below- • lead professionally successful lives enriched by the love of learning. (Perfection is an ideal it can never be fully realized only greater and greater approximation to it is possible) • build personally fulfilling lives radiating integrity and strength of character. (The true strength of a person springs not from the flexing of his muscles but from the strength of his character) • sustain purposeful engagement with the world with a balanced perspective. (Realizing the concept of 'Vasudhaiv Kutumbkam' in its true letter and spirit)

Provide the weblink of the institution

https://hte.rajasthan.gov.in/dept/dce/mohanlal_sukhadia_university/maharana_pratap_government_pg_college_chittorgarh/uploads/doc/institutional%20distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

- Establishment of MIS: The institution aims to create a full-fledged Management Information System for smooth and effective management and processing of the information. The MIS will ensure that the information related to all the committees and other financial instruments will be available to the head of the institution.
- The college administration decides to install a centralized industrial R.O. plant (refrigerated) with large capacity to fulfill the long standing demand to ensure uninterrupted hygienic and potable drinking water supply for all the students and staff members. It is worthwhile to mention that the problem of hard water and excess of fluoride levels is a major cause of concern. The RO filtration plant will address these issues and will ensure that the degenerative effects of harmful minerals and chemicals no longer remain baneful for the upcoming younger generation.
- The college lags behind in faculties for girls, especially for girls. The college administration would like to address this issue as soon as possible.
- The college Zoology department needs

enhancement of facilities, the college aims to send a proposal to the higher office for commencement of PG course in the subject. • The college would like to provide free of cost books to the students who come from underprivileged sections of society. The college administration aims to start a community book bank supported by the members of the faculty in this novel initiative.