Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE BUNDI**
Name of the head of the Institution	**M L Paharia**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07472445415**
Mobile no.	**9413366844**
Registered Email	**pgcbundi@gmail.com**
Alternate Email	**pgcbundi@yahoo.com**
Address	**Kota Road Devpura**
City/Town	**Bundi**
State/UT	**Rajasthan**
Pincode	**323001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**M L Paharia**
Phone no/Alternate Phone no.	**07472445415**
Mobile no.	**9413366844**
Registered Email	**pgcbundi@gmail.com**
Alternate Email	**pgcbundi@yahoo.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college,_bundi/uploads/doc/AQAR%20submitted%202016-17.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college,_bundi/uploads/doc/Adm%20policy%202017-18.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	76.1	2004	16-Sep-2004	15-Sep-2009
2	B	2.68	2016	19-Jan-2016	18-Jan-2021

6. Date of Establishment of IQAC	**31-Oct-2006**

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
IQAC meeting	22-Dec-2017 01	4
IQAC	17-Apr-2018 01	3
[View File]()		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Government College Bundi	RUSA	MHRD	2017 1460	10000000
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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. Organized Spoken English Course, Libre Office and Cell Designer Courses to the students. 2. Tours organized by nature club. 3. EClass prepared with well equipped audio visual aids. 4. 4 MBPS Internet Lease Line stated in college campus. 5. Proposal to organize national conference in Botany

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

Plan of Action	Achivements/Outcomes
1. Organized Spoken English Course, Libre Office and Cell Designer Courses to the students. 2. Tours organized by nature club. 3. EClass prepared with well equipped audio visual aids. 4. 4 MBPS Internet Lease Line stated in college campus. 5. Proposal to organize national conference in Botany	All plans have been executed and proposal for national conference sent to UGC Bhopal

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14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2018**
Date of Submission	**13-Mar-2018**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**1. Service record has been uploaded online of all employees on IHRMS. 2. Pay manager software for online disbursing of salary and payment. 3. Online admission process for UG and PG classes. 4. Biometric system is used for marking attendance of employees. 5. The college uses SMS and Email services for communication. 6. Student IDs are generated online. 7. Worked as Nodal college of Bundi district for student scholarships like Devnarayan scooty yojna, CM scholarship etc.**

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 institution follows the curriculum designed by University of Kota, Kota. At the beginning of every academic year, all the departments chalk out a lecture delivery plan according to the time table which includes lecture hours and

practical topics to be taught and other co-curriculum activities to be conducted during the year , mentioned in DCE annual calendar. The Heads of the departments distribute the syllabi among the faculty members of the departments. The faculty members are also given lesson plan, in which they chalk out their teaching plans for the term, to complete the syllabi within stipulated time. If, for any reason, a faculty fails to finish his/her syllabi within the stipulated time, he/she arranges special classes for his/her subjects. The DCE declares the date of commencement of internal and external examination. The institution receives regular circulars, letters and e -mails from the University, regarding the changes and modifications in the curriculum. The principal informs the concerned departments about the change and gives them a copy of the same. Thus, the faculty members receive all sorts of support from the University & the institution, to understand the curriculum properly. Moreover, the Government provides financial assistance to place orders to purchase books, reference books and journals of their subjects as per their requirement. the faculty members can also avail the available facilities in the college such as computer, internet, photocopying, scanning etc. The institution is in constant touch with its affiliated University. Regular, formal and informal meetings are conducted throughout the academic session to keep abreast with the latest trends in their fields of study. Professors from the University and other colleges are invited by YDC for discussion, workshops and for professional interactions with the faculty members. Some of our faculty members participate in such workshops, seminars, and conferences at state, national, and international levels, thereby inculcating the ability for curriculum developments and its effective implementation. The departments and Career Counselling Cell (Part of YDC) of the college organize programs related to various disciplines with different agencies.

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
0	DPLID	01/07/2017	365	EMPLOYABILITY	NIL
PGCCL	0	01/07/2017	180	EMPLOYABILITY	NIL
CPLT	00	01/07/2017	180	EMPLOYABILITY	NIL
CLIS	0	01/07/2017	180	EMPLOYABILITY	NIL
CNCC	0	01/07/2017	180	EMPLOYABILITY	NIL
CDM	0	01/07/2017	180	EMPLOYABILITY	NIL
CIB	0	01/07/2017	180	EMPLOYABILITY	NIL
CNM	0	01/07/2017	180	EMPLOYABILITY	NIL
CBS	0	01/07/2017	180	EMPLOYABILITY	NIL
0	DVAPFV	01/07/2017	365	EMPLOYABILITY	NIL
CIG	0	01/07/2017	180	EMPLOYABILITY	NIL

				ITY	
COF	0	01/07/2017	180	EMPLOYABIL ITY	NIL
ACISE	0	01/07/2017	180	EMPLOYABIL ITY	NIL
0	PGDFSQM	01/07/2017	365	EMPLOYABIL ITY	NIL
0	PGDRD	01/07/2017	365	EMPLOYABIL ITY	NIL
0	DTS	01/07/2017	365	EMPLOYABIL ITY	NIL
0	DWED	Nil	365	EMPLOYABIL ITY	NIL
0	DNHE	01/07/2017	365	EMPLOYABIL ITY	NIL
0	DDT	01/07/2017	365	EMPLOYABIL ITY	NIL
0	DCE	01/07/2017	365	EMPLOYABIL ITY	NIL
0	DAQ	01/07/2017	365	EMPLOYABIL ITY	NIL
0	PGDDM	01/07/2017	365	EMPLOYABIL ITY	NIL
0	DBPOFA	01/07/2017	365	EMPLOYABIL ITY	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	0	Nill
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	0	Nill

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

	Certificate	Diploma Course
Number of Students	128	223

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
0	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	Nill	0

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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

The feedback was taken by the students of all the classes and was given to each teacher by the Principal after being collated, statistically analysed and tabulated, clarifying, if it needs be quality enhancement in the teaching methodology. Observations on general trends are also made. A self -appraisal is prepared by each teacher. The Principal intervenes and addresses possible areas of improvement. He also evaluates these with the teachers and motivates them to look at specific areas where growth is needed. Efforts are made to motivate parents to process feedback forms in the College. Evaluation of all the college programmes with the respective stake-holders is conducted. An annual feedback is done with the teachers. Similarly a feedback is done with the out-going Student Council before they leave college.

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
BSc	SCIENCE	1056	1678	907
BA	ARTS,	5400	7848	3834
BCom	COMMERCE,	450	686	351
MA	HINDI, ENGLISH, SANSKRIT, GEOGRAPHY, MUSIC,HISTORY, ECONOMIC, POL SCIENCE, D&P	640	1512	470
MSc	BOTANY, CHEMISTRY, MATHS	160	513	124
MCom	ABST	80	102	66
PhD or DPhil	GEOGRAPHY,ABS	20	17	17

T,HINDI,SANSKRI T,D&P,BOTANY					
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	5092	660	3	53	50

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
50	15	10	1	1	3
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)

Mentoring of students is conducted by the departments of the institution in their respective subjects as well as in common. Mentoring of students is based on the following objectives: ? To encourage advanced learners ? To identify and address the problems faced by Girls (Women cell) ? To decrease the student drop-out rates. ? To increase the teacher-student interaction ? To prepare students for the competitive world In the mentoring process, all necessary information related to the student such as the contact number, email of the student, family income, category, gender etc are initially collected at the time of admission. Category wise the student database format provided by the IQAC. Departments maintain the records of class tests, attendance records, records of student activities etc related to the reviewing of the performance of the students. Departmental teachers maintain interaction with students through individual meetings, social networking sites and interaction boards of learning management system. Teachers discuss with parents during parent-teacher meetings and try to identify the problems faced by students and related issues. Teachers sometimes suggest students to provide the list of difficult questions and problems faced by them while preparing for competitive examinations and then the teachers provide solutions in written form to the students. Outcome of the departmental mentoring system in the current year (2017-2018) 1. Significant improvement in the teacher-student relationship has been observed 2. Students of (2017-2018) batch have qualified in PG entrance, B.Ed entrance examinations. 3. Students have been placed in govt service and other prestigious institutes for higher studies 4. Students have shown outstanding performance in sports tournaments. 5. Students have cleared Net/SLET exams and other competitive exams.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
5769	53	1:109

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
104	53	51	53	37

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
Nill	nil	Nill	nil

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	General	03 Yrs	05/06/2017	14/08/2017
BCom	General	03Yrs	05/06/2017	14/08/2017
BSc	General	03Yrs	05/06/2017	14/08/2017
MA	Master	02Yrs	05/06/2017	14/08/2017
MCom	Master	02Yrs	05/06/2017	14/08/2017
MSc	Master	02Yrs	05/06/2017	14/08/2017

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

This college being an affiliated constituent of University of Kota, Kota follows the evaluation process as envisaged by the University. In the terminal examinations, conducted by the college, similar patterns of question papers to that of the University are set and valuation also follows the same order. Besides the Internal Examinations, monthly tests are also conducted to continually observe the performance of the students and the results of such tests are communicated to the parents along with the record of their attendance.

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

The institution is affiliated. Examinations are conducted at the end of the each session by the affiliating University. College informs the students about the university notices and circulars related to the examinations from time to time through student notice board, departmental notice boards, college website and also verbally by the faculty members of the department. Internal assessments are conducted by the all departments and the students are already informed about the dates of the assessments.

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/college/gcbundi/courses

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage

Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
Masters	MCom	ABST	64	60	93.75
Masters	MSc	Botany,Chemistry, Maths	106	94	88.68
Masters	MA	Hindi English Sanskrit D& P Geography Music History Economics Pol Sci	447	382	85.46
General	BA	Arts	3555	3207	90.21
General	BCom	Commerce	340	308	90.59
General	BSc	Science	836	746	89.23
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2.7 – Student Satisfaction Survey

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

https://forms.gle/Ab6AuGJB6Xevy5bbA

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
Any Other (Specify)	365	HRDG CSIR	2.5	2.5
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3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	nil	nil	Nill	nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

nil	nil	nil	nil	nil	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	Sanskrit	2	00
Nill	Geography	4	00
Nill	Political Science	1	0
Nill	Botany	11	0
Nill	Zoology	2	0
Nill	Chemistry	6	0
Nill	Drawing Painting	1	0

No file uploaded.

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
Geography	1
Drawing Painting	1
Hindi	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nil	nil	nil	Nill	0	nil	0

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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	Nill	0	0	nil

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	13	0	2
Presented papers	18	68	0	1
Resource persons	0	2	0	0
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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
Harit Rajasthan Van Mahotsav	Rajasthan Patrika NSS	6	165
View File			

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
Rover scout	Nipun	Bharat scout Guide state headquaters	10
Rover scout	Rajya Puruskar	Bharat scout Guide state headquaters	2
NSS	Best Volunteer	State Government	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 activites	Number of students participated in such activites
World environment Day	NSS Forest Department Bundi	Plantation	15	78
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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
No file uploaded.			

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

facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
nil	nil	nil	Nill	Nill	0

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
nil	Nill	nil	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
54.37	54.37

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Alice for window	Fully	6.00.020	2007

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	69507	0	377	0	69884	0
Reference	10373	0	526	0	10899	0

Books						
Journals	6	0	0	0	6	0

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr Dilip Kumar Rathore	Photosynthesis: Light Pigments	Live Recorded through Peoplelink	30/04/2018
Dr. Manoj Kumar Rawat	Nucleic Acids	Live Recorded through Peoplelink	05/04/2018
Dr. Manoj Kumar Rawat	DNA Structure and Forms	Live Recorded through Peoplelink	24/04/2018
Dr. Ramesh Chand Meena	Chitralekha: Ek Mulyankan	Live Recorded through Peoplelink	03/04/2018
Dr. B. L Saini	Arab Israel Conflict	Live Recorded through Peoplelink	05/04/2018

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	25	1	20	8	1	5	6	1	0
Added	2	1	2	2	0	1	7	4	0
Total	27	2	22	10	1	6	13	5	0

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

4 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
E-class (Live Recorded facility) through Peoplelink	https://drive.google.com/drive/folders/1A1W3NOC1swNoThbrAKF8AKZOX-mfTbhC?usp=sharing

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
6.34	6.34	50.1	50.1

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)

1. Construction, maintenance and repairing of academic buildings, library, classrooms, electrical appliances and other physical infrastructure of Government College, Bundi is done by the PWD (Social Sector) PWD (Electrical), Government of Rajasthan. Principal, Government college, Bundi intimates the construction, maintenance and repairing related requirements, as and when required, to the respective PWD, Government of Rajasthan. 2. The college receives grant from the Higher Education Department Education directorate, Government of Rajasthan under Plan Head and Non-Plan Head. Plan Head mentions the assigned budget for procurement of different items which include chemicals and glassware, sports items, books journals, equipment and contingency. Under Non-Plan Head, the NP 50 other charges head, can be used to some extent for maintenance of equipment, computers and other items. Under Non-Plan Head, maintenance and security of physical infrastructure is also done, such as telephone services, security guard, office expenses, travelling allowances, CCTV surveillance etc. 3. Portion of the fund received under RUSA Scheme, has been utilized for renovation and construction of new classrooms and other existing infrastructure.

https://hte.rajasthan.gov.in/college/gcbundi

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	CM Scholarship	845	42.15
Financial Support from Other Sources			
a) National	Nil	0	0
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Libre Office	18/09/2018	673	IIT Bombay
Cell Designer	18/09/2018	21	IIT Bombay
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	Career	0	55	0	0

	Guidance Camp				
2018	Employment Fair	0	0	0	18

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
36	36	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
nil	0	0	nil	0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	512	BA, BSc, B.Com	Arts, Science, Commerce	Government College Bundi, University of Kota, Kota, University of Rajasthan, etc	MA, Msc, MCom, Phd

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

Items	Number of students selected/ qualifying
NET	12

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

Activity	Level	Number of Participants
Basketball Male	University Level	55
Annual Sport 10	College Level	468
Nature Club 15	College Level	156
Women cell 13	College Level	228

Cultural 19	College Level	1245

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	nil	Nill	Nill	Nill	Nill	nil

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

The participation of the students in various academic and co-curricular activities is desirable as well as essential for the academic growth of an institution. Our college is very particular and active in encouraging the students to take part in these activities. Students are elected as office bearers to the student union according to the rules and regulations circulated by the state government. Student representatives take part in various committees and proceedings organised by the college administration. U.G. associations are formed every year in different departments and various activities are organised under its flagship on the suggestions of student representatives. Various activities have direct involvement of the students. Student representatives are nominated in these associations on merit basis. For P.G. students, seminars are organised by the concerned department. Office bearers of nature club like President and Vice President are nominated as per their merit. These representatives are actively engaged in framing the schedule of various activities to be conducted throughout the session. Student representatives are nominated in various committees of the college like Grievance Committee of Students Election and Innovation and Skill Development Cell etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

5.4.2 – No. of enrolled Alumni:

10

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

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)

Decentralization The institution has a mechanism of providing operational

autonomy to various functionaries in order to ensure a decentralized governance system. Various committees are framed in the college which conducts their work on behalf of principal. Principal Level The Principal is the head of the institution and member of governing body chairperson of the IQAC. The Principal, in consultation with the Staff Council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council Faculty level Faculty members are given representation in various committees/cells nominated by the staff council, in the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	As per the admission policy released by DCE Rajasthan admission process completed by online portal on merit basis of qualifying exam in respective program. Fully online admission system from application to the counselling process has ensured a transparent process and students have been admitted on the basis of merit.
Human Resource Management	Teaching and Non-teaching staff recruited by Rajasthan Public Service Commission Ajmer and RMSSB Jaipur as Government norms. Temporary staff was recruited by college development council through placement agency.
Library, ICT and Physical Infrastructure / Instrumentation	All the students and faculty members have barcoded ID's for issuance of books from the library. As a post-NAAC initiative, the college has encouraged the use of ICT based techniques of study by science and geography departments. The physical infrastructure has also received sincere attention from the college authority. Construction of new classrooms started under RUSA project. Renovation and up gradation of cycle stand was undertaken.
Curriculum Development	Curriculum designing and development is decided by the University of Kota, Kota and revised as the needs of the students and availability of resources.
Teaching and Learning	The institution has facilities and innovative process to adopt new models and methods of- teaching and learning.

	Through the use of internet – teachers provide current study material available to the students. Students are motivated to make maximum use of library. Students' achievers are suitably rewarded and recognized to encourage them in their learning process. A contemporary learning approach is used for the needs of the concerned students. Use of power point presentation make the teaching and learning more effective and understandable to students.
Examination and Evaluation	The Continuous internal assessment system is designed in such a way that every faculty members decides on their internal assessment based on performance of student in class tests , MCQs, field visits(Geography) , mini projects (science), mid- term examination and attendance. The final examination is conducted by University of Kota, Kota. An academic calendar is prepared in the beginning of each Academic year by incorporating dates of both MidGuidelines of IQAC and submission of AQAR for Affiliated/Constituent Colleges Page 23 term and final examination.
Research and Development	Many of the faculty members are actively involved in attending the research conferences, presenting research papers, attending research seminars, and workshops. Many departments of the college are providing Phd research facilities to the students.

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

E-governace area	Details
Planning and Development	MIS is only limited to students admission record maintenance. Library automation is fully functional.
Administration	A Whats App Group is created for college staff. Principal and staff communicated every minute via e mail and SMS. Notices and circulars are uploaded on the college website and communicated to different department's heads through e-mail from the office of the Principal. Each and every SL -IQAC notice is circulated to the respective college IQAC coordinator through e-mail
Finance and Accounts	Receipt of admission fees is completely online Salary of faculty members and staffs is transferred

	directly to the bank account. Salary bills are prepared on paymanager. All scholars' ships are online from application to payment transfer.
Student Admission and Support	Applications are submitted for admission to different courses through the online admission portal. Merit list is prepared and uploaded by fully computerized system .Online counselling schedule is based on the merit list of the candidates. College E-mail and contact numbers of all members of admission committee have been uploaded on the college website and students can communicate to the members through e-mail
Examination	Applications for annual examination for different courses are invited through online exam portal by affiliating university. Exam permission letter cum admit card is available online. Faculty members Guidelines of IQAC and submission of AQAR for Affiliated/Constituent Colleges Page 24 follow fully online system and perform their evaluation duties as examiner, head examiner, scrutinizer, reviewer as and when appointed by the university

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nill	00	nil	Nill
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	nil	nil	Nill	Nill	Nill	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional	Number of teachers who attended	From Date	To date	Duration

development programme				
Orientation Programme	**4**	**05/02/2018**	**04/03/2018**	**28**

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
53	**53**	**21**	**21**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF, 100 medical reimbursement , encashment of earned leaves , NPS , Gratuity on retirement etc.	**GPF, 100 medical reimbursement , encashment of earned leaves , NPS , Gratuity on retirement, Uniform allowance etc**	**Tuition Fee for girls is exempted, scholarships schemes like CM Scholarship, Scooty scheme and scholarships for SC/ST /OBC /MINORITY**

6.4 – Financial Management and Resource Mobilization

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

Internal and External Audit is carried out regularly in the institution Internal Audit is done by Directorate of Inspection Dept Jaipur. The Audit of College Development Committee (CDC) is carried out by CA appointed for the purpose . External Audit is done by A.G. Dept of Central Govt. The Record of audit is maintained properly in the Institution.

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
Mahavidyalaya Vikas Samiti	**10361313**	**Development**

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6.4.3 – Total corpus fund generated

<div align="center">**10361313**</div>

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**	**Nil**	**No**	**Nil**
Administrative	**No**	**Nil**	**Yes**	**Principal**

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

<div align="center">**nil**</div>

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

<div align="center">**Emitra Training for various Government schemes**</div>

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

One employment Fair organized with the support of district employment office, Bundi. Libre office and Cell designer online spoken tutorial courses have been organized for the students. Industrial Tour to AOPL organized for 30 students

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
2017	Two tours organized by Nature club to Bhimlat and Ranthambore	22/12/2017	22/12/2017	22/12/2017	4
2017	One day seminar by IIT Bombay	22/12/2017	22/12/2017	22/12/2017	4
2018	Lease line of BSNL	17/04/2018	17/04/2018	17/04/2018	3
2018	Establishm ent of E- class room	17/04/2018	17/04/2018	17/04/2018	3
2018	Proposal of national conference of Botany sent to UGC	17/04/2018	17/04/2018	17/04/2018	3

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
nil	Nill	Nill	0	0

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
5

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Physical facilities	Yes	16
Ramp/Rails	Yes	16

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
2017	Nill	1	19/12/2017	7	Seven Day Camp	Swachhata evm Basti ko God lena	224

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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	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gandhi Jayanti Celeberation with swachh Bharat abhiyan to promote the values and ethics of Mahatma Gandhi	02/10/2017	02/10/2017	125
Blood Donation camp on Pt. Deen Dayal Upadhyay Jayanti	25/09/2017	25/09/2017	42

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

• Tree plantation programmes are organized by NSS, nature club and Rover scout in and outside college campus • "Nature Club" committee has been formed for the awareness and preservation of the nature. • The campus has been declared "plastic free" zone • Botanical Garden is maintained by the Department of Botany • Smoking, chewing of pan-masalas and gutka is prohibited in the college campus. Health hazards caused. • Renewable source of energy is used for night lightning outside college building.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Establishment of E-Class: A New Initiative for preparation of E-content. 2. Plastic Free Campus 3. Libre Office and Cell Designer Course of SP-IIT Bombay for the Students

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college,_bundi/uploads/doc/Best%20Practices%202017-18.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 Institution works with a vision to provide opportunities for academic upliftment to the faculty members. the Information regarding national / international conferences, seminars, symposia, etc. are shared with the staff. The members are provided academic leave to attend the events. The college also organised such events whenever possible to provide exposure to the faculty members to national and international academia.The students are also encouraged to think beyond their syllabi by organizing extra curricular activities for them for this purpose are being provided a platform through departmental seminars, where they are motivated to make their presentation.Thus their academic and technical initiatives get a good platform. Awards and medals are given to the meritorious students. The students of this institute always secure good positions in the merit list of University of Kota, Kota in all faculties. A large no. of faculty members have publications in reputed journals of national and international level

Provide the weblink of the institution
https://hte.rajasthan.gov.in/college/gcbundi

8.Future Plans of Actions for Next Academic Year

Up gradation of existing laboratories and purchasing of equipment to promote student projects and research activities of faculty members. This plan will be initiated from RUSA grants. Office automation to ensure an updated data management system in the college. Information related to financial assistance such as scholarships, fellowships are also planned for digital archiving. Organization of workshop, seminar and job oriented services by the Career Counselling and Placement Unit. The college plans to organize an interactive session of final year students with skilled professionals and alumni . Will start induction programme for newly admitted students of UG part-I and PG previous. Maintaining an updated database of research articles, books, book chapters, conference proceedings and seminar abstracts published by students and faculty members. Encouraging faculty members to complete their doctoral degrees and to continue research activities through quality publications and research projects. Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives. Promoting participation of the students and staff in seminars, workshops, sports and cultural activities organized by the college and external agencies. Promoting activities such as Yoga, physical exercise, meditation etc related to development of mental and physical fitness of students, faculty and staff. Free coaching classes for competitive exams to be started for students from next session. Health check up camp for students will be held for students in 2018-19.