



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	GOVERNMENT COLLEGE BUNDI
• Name of the Head of the institution	DR SATISH SARASWAT
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07472445415
• Mobile no	9414939132
• Registered e-mail	pgcbundi@gmail.com
• Alternate e-mail	iqacgcbundi@gmail.com
• Address	Devpura, Kota Road
• City/Town	Bundi
• State/UT	Rajasthan
• Pin Code	323001
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	University of Kota, Kota				
• Name of the IQAC Coordinator	Dr Brij Kishor Sharma				
• Phone No.	07472445415				
• Alternate phone No.					
• Mobile	9079270598				
• IQAC e-mail address	iqacgcbundi@gmail.com				
• Alternate Email address	pgcbundi@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/AQAR%202019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/academic%20calendar.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	76.1	2004	16/09/2004	15/09/2009
Cycle 2	B	2.68	2016	19/01/2016	18/01/2021
6.Date of Establishment of IQAC			31/10/2006		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
nil	nil	nil	nil	nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of			View File		

IQAC		
9.No. of IQAC meetings held during the year	6	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Developed e-repository of all subject by the teachers during Covid-19.		
Organized International, National, State Level and District Level webinars/Workshops/FDP/Online Programs for the Teachers as well as Students.		
Submitted All AQAR and Prepared SSR for NAAC cycle third.		
Organised Placement Camp		
Renovation of Hostel		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
1. Online Teaching During Covid-19 -	E-Content developed by the teachers as per syllabus. Youtube channels created at departmental as well as college level. Google classrooms created by Geography and Botany departments. Rajiv Gandhi E-Content Bank developed for the students and link of e-content bank is available on web portal. Whatsapp groups of each class have been created by mentor-teachers. Raj LMS has been developed by IT Cell, CCE Jaipur and updated by the institution. Online assessments and Test have been conducted through google quiz, testmoz etc.
2. Online FDP/Program -	Various online FDPs, Webinars and other online programs organized by ISDC, IQAC and other Departments of the institution during Covid-19
3. Online Skill Development Program -	50 and 90 Hrs. Online IT Basic and Spoken English Courses, respectively have been organized through Streamyard and Zoom platform with live telecast on Youtube for the students
4. Online Quizzes and Competition -	Various Online Quizzes and Competition have been conducted by NSS, Scout & Rover, ISDC, IQAC, Consumer Forum etc.
5. AQAR Uploaded -	AQAR for the session 2016-17, 2017-18, 2018-19, 2019-20 have been uploaded on NAAC Portal.
6. SSR Preparation -	Preparation of SSR is under process by IQAC.
7. Green Auditing -	Green and Energy Audits are to be planned of the institution.

8. Placement Camp -	A placement camp organized in March 2021 by NIIT Ltd., jaipur and Placement Cell GC bundi				
9. Initiative Regarding Employability -	Employment Notice Board has been established in porch, GC Bundi and whatsapp groups created and it is updated regularly.				
10. Teacher's Profile Updation on webportal -	The profiles of the teachers are collected and uploaded on web portal of the institute.				
13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Staff Council</td> <td>15/03/2022</td> </tr> </tbody> </table>		Name	Date of meeting(s)	Staff Council	15/03/2022
Name	Date of meeting(s)				
Staff Council	15/03/2022				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2020-21</td> <td>09/03/2022</td> </tr> </tbody> </table>		Year	Date of Submission	2020-21	09/03/2022
Year	Date of Submission				
2020-21	09/03/2022				

Extended Profile

1. Programme

1.1 52

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2. Student

2.1 6500

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

4657

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

1845

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

60

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

103

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	52
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	6500
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	4657
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1845
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	60
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	103
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	47
Total number of Classrooms and Seminar halls	
4.2	216.57
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	32
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

This government college is affiliated to University of Kota, Kota and hence adheres to the syllabi prescribed by the university for different UG and PG courses. The effective delivery of curriculum can't be accomplished without the academic calendar. The first thing the college does for the effective delivery of curriculum, at the very onset of each academic session is the preparation and publication of the academic calendar and the time schedule of the curricular, co-curricular and extra-curricular activities. The college administration takes care not only that the theory and the practical classes are running regularly and effectively but also provides necessary infrastructure such as computers having internet facility. Some of the departments have smart class rooms equipped with latest gadgets. The students are recurrently engaged in classroom lectures, discussions, periodical under graduate and post graduate level seminars, unit wise tests and various levels of competitions by the dedicated faculty. The faculty devotes their time not only in establishing the prescribed syllabus

teaching with the existing socio-cultural, political, moral, financial situations and events but also in personal counseling. Study tours and useful excursions are also carried out for the benefit of the students. The academic excellence is pursued by arranging extra revision and the subject specialists' lectures, feasibly. The students are motivated to use reference books from the library. There is also a provision of extra classes for slow and advanced learners in E-class in the college. Resources like relevant websites and e-resources are made available for advanced learners.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The College has developed a structured and documented process to ensure adherence to the academic calendar. At the beginning of the academic session a class wise and teacher wise time table is prepared by the time table committee. The timetable is displayed on general notice board, departmental notice boards and college website. At the college level the adherence to the academic calendar is monitored by the head of the institution and effective regulation in stipulated time by in-charge of the department. The in-charge of the department discusses the syllabus and the course plan. It is further ensured that innovative teaching practices and methodology are incorporated for adherence to the academic calendar. The dates for annual theory and practical examinations are announced by the University on its website. The faculty has dedication in organizing various co-curricular activities mentioned in the academic calendar as a team spirit.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum

A. All of the above

development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

34

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

14

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

62

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Government College Bundi has a strong lineage of mainstreaming socio-cultural issues in its curriculum and teaching pedagogy. The college has always focused on issues of marginalized community groups and inequalities and inequities existing in society. Professional ethics: professional ethics is part of Curriculum. It ensures personal and professional standards of behavior expected by the professionals and institution has given equal importance to professional ethics along with academics. We have conducted various personality development programmes for inculcating the following values in the students.

- Strive for excellence
- Focusing on the detail
- Being trustworthy
- Being honest.
- Being competent
- Improve continuously
- Being positive
- Confidentiality.

Gender:

Being a co-educational institute the norms, roles, rules and relationship of and between the students are quite healthy. There are various committees which take care of students such as...

Women Cell- It is headed by one female coordinator with all female teachers. It is a platform for the girl students for their performances.

Anti Ragging Committee- it has been constituted to handle the issues about ragging. Any student can drop a complaint in the complaint box without disclosing his/her identity.

Women's Sexual Harassment and Grievance Redressal Committee- In case of any kind of sexual harassment at workplace the problem is resolved by the committee. Two women dignitaries including a lawyer from society are also a part of this committee.

Community Orientation- The college NSS and NCC (Human Rights) team creates awareness among the people from surrounding villages on various issues by conducting programmes like Blood Donation Camps, Social Awareness Programmes, Welfare Services, Cleanliness Awareness especially in the rural areas and Volunteer Services

Human Values:

Regarding human values a few events are:

- Personality Development
- Community Service
- Construction of toilets
- Visiting old age home
- Health Checkup
- Visiting orphanage
- Visiting child welfare centers.

Environment and Sustainability: The idea for Sustainable development is to create development that can be maintained and sustained without causing harm to the environment.

- Environmental awareness.
- Rainwater harvesting.
- Swachata programme.
- Voting awareness programme.
- Sports field development

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

62

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/1.4.1_final.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/1.4.2%20f.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	

2.1.1.1 - Number of students admitted during the year	
6500	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
5668	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The College takes every measure possible to understand the needs and requirements of the students before the commencement of the programme. Students are counselled at the time of admission and an orientation programme is organized in which students are familiarized with the course, mode of internal assessment as well as facilities available in college.</p> <p>Before beginning their course, teachers informally get the pulse of the students in the class, their knowledge about the course and their comfort level with English/ Hindi as a medium of instruction. With the increase in number of students from Hindi medium schools the medium of instructions is bilingual. Every theory paper has a practical component and first practical is used for understanding the basic knowledge level of the students. During class interaction teachers identify student's potential and then decide strategies to reduce the gap in knowledge and skills. So teachers also act as mentors to quench the thirst of students in all aspects.</p>	

STRATEGIES FOR SLOW LEARNERS:

- Mentors-mentee interaction: The respective mentors have one to one interaction with their Mentis and understand the progress in academic growth, Sports, Cultural activities, co-curricular and extracurricular activities through in touch and social media. A Mental Health Centre has also been established to relieve issues like depression, lack of concentration etc. among students.
- Audio Visual Media: Students having different abilities and interest are given extra focus by ICT usage like showing YouTube video, movies etc.
- Special and Extra Classes: Extra classes, revision classes are arranged to clarify the doubts and to the re-explanation on the topic. Solved questions papers from previous years are discussed in these classes.
- Students are encouraged to get universities ranks by special guidance.
- Special guidance is provided to do research and present papers in the state, national and international level seminars competition events.
- They are encouraged to develop the learning spirit responsibility and leadership qualities.
- Students are given guidance to excel in the competitive/ entrance exam like RPSC, UPSC etc.
- Institute focuses on grooming overall personality to get placements, internships by organizing the personality development workshops and campus placement.
- The beneficial programs for advanced learner's are NSS, NCC, Scout & Rover, Basic Computing Skills, on the other hand skill development, summer camps are helpful for slow learners.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
6500	60

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experimental Learning:

- The students take active part in organizing various extra and co-curricular inter/ intra departmental inter/intra college events which helps them in developing their organizing and management skills. The best examples are College Fest "Kajali".
- Experts in different areas, Eminent Personalities in the field of Administration, Science and Technology, Social Science, Literature, Social Reformers, Media are invited as visiting faculty to address seminars, Ability development Programmes Workshops etc.
- Dissertation project involving data collection, Public relation events, Internship Programmes etc helps to widen the student's imagination and experience ultimately resulting into an originality of ideas, first and Experimental Knowledge and effective classroom interaction.
- Department level educational trips, industrial visits, surveys etc. are organized to develop nurtured and expand the subject interest.
- Departments have developed social media and phone Groups for assignments and projects to be Proactive with millennial.
- The PhD Scholars work as teaching assistant for UG students which gives them an experience in the academics.

Participative Learning:

- Research based group projects of Academics as well as practical importance are assigned to the students which helps them in reflective thinking, Problem Solving and to logically analyze associated curriculum.
- Communication Skills training is provided to students during language lab sessions to acquire proficiency in listening, speaking, reading and writing.
- Departments possess a library giving access to PG, MPhil and PhD students.

Problem Solving Methodologies:

- Along with classroom teaching and laboratory experiment based learning student's involvement in the minor and major projects empower them to think analytically and to come up with alternate solutions.
- Regular Basis Assignments, class test tutorials, unit tests are held from time to time to check the level of understanding of the subject.

The Academic Calendar is provided to students which outlines the commencement of classes, examination schedule, list of holidays, cultural festivals etc.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT (Information and Communication Technology) deals with the application of different electronic media in the collection, storage and rapid access to information to users. In a broad sense ICT refers to the whole set of enabling technology concerned with communication, manipulation of information, networking, data storage, transmission on encompassing data, voice and video. It had improved education in many ways .The use of computers in education can be more efficient, may provide better result for learning and it can be made adaptive to individual learners .

As the present age is the age of technology whereby technology plays a key role in the education system. There are endless possibilities with the integration of ICT in the education system. ICT tremendously helps in developing quality education and personality of students. So, there can be a strong move towards ICT by motivating all individuals connected with education. Once a teacher uses innovative ways to arouse interest and enthusiasm in the class it helps the slow learners to optimize their abilities to meet the highest realistic expectation with the help of ICT.

ICT helps in flexible education, learner's autonomy access for all, more practicable teaching and learning. It's an organized and more planned system of education.

ICT can enhance the quality of education in several ways by increasing clear motivation and engagement by facilitating the admission acquisition of basic skills.

Audio tools like WhatsApp, Google classroom etc. are used by faculties of their Institution. The tools depend mainly upon the student's access to different network availability.

Video tools like YouTube video, different online live class apps like zoom, Google meet, YouTube channel live streaming, Rajiv Gandhi e-content Bank, Gyandoot live sessions, Gyandoot 2.0 (Offline Classes), Gyan Sudha (Live & Offline sessions), Online Skill Development Courses, Online programs on social issues are used for the purpose.

ICT has the potential for increasing access to improving the relevance and quality of education. ICT is a potentially powerful tool for extending educational opportunities. ICT provides effective and communicative education.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors	
60	
File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded
2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
60	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
38	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

572

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

As per University of Kota, Kota's parameters for undergraduate students of all streams are evaluated annually and monthly. Unit tests are organized as per guidelines of Commissionerate, College Education.

As per University of Kota Kota's assessment parameters for Science Postgraduate student's evaluation is divided into two assessment levels, internal assessment for 30 marks (Institute level) and semester end exam for 70 marks, conducted by the University.

For the continuous internal evaluation student's performance in unit tests, projects, assignments, seminars etc. are the part of college curriculum.

Institute insists extensive use of ICT usage hence the online short term courses are introduced at programme level. IT acts as an add-on course and also another mode of assessment for students as at the end of the each course applicant has to go through a test.

Seminars, Technical Paper Presentation and mini projects are introduced in the curriculum to encourage activity based environment.

To inculcate the critical thinking among students various group discussion, debates are organized in which students explore new ideas and enhances their performance level.

Outcome Achieved:

- Improved students understanding in domain of knowledge and overall development of the student.
- Improved the results and pass percentage
- Reduced backlogs and detention.
- Improved the quality of projects.
- Improved placement and opting for higher studies.

Strategies Adopted for Student Improvement:

- Remedial Classes are organized to clarify doubts and re-explaining of important topics for improving performance.
- Poor performance due to frequent absentees is dealt with sending SMS and registered letters to the parents of concerning student.
- Appropriate Counseling with additional teaching eventually helps students to attend classes regularly.
- All the staff members maintain good relation with students and deal with their problems in gentle manner.
- Each Class is divided into batches and practical sessions are conducted to all students for practical subjects

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The academic performance of the student is evaluated throughout the session by the Teachers for upgrading and improving the academic performance of the student. The institution thus does not have any direct process of internal evaluation except science PG students (having semester system).

In all the subjects where practical exams are the part of Curriculum it is mandatory to submit a practical record that is evaluated and marks are added during the final consolidation of results. The project report is also compulsory in some of the subjects and is considered for assessment. The Principal acts as the coordinator for the assessment centre. The answer books are

provided a code number by the University and the evaluation process is transparent. The marks are filled in the marksheet and complete secrecy is maintained.

The internal examination related grievances have a transparent mechanism which is quick and fair by the concerned and get immediate relief. The external examination related grievances are handled by examination committee headed by senior faculty member and this committee is responsible to conduct external examinations. Some of the grievances regarding practical examinations/theory examinations/Degree/Marksheet/filling up of online examinations form are resolved by the academic section of college having touch to the affiliating University.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Institution displays its vision mission, objectives, programme outcomes, programme specific outcomes and course outcomes on the website. The same has been conveyed to first year postgraduate and graduate students during the college orientation programme at the beginning of every semester.

IQAC invites the quality improvement programme for each department. The subject experts from the university BOS members discuss about the syllabus, its reach, contemporary market demands and how to enhance the teaching methods to cope up with it, which provides the foundation to update programme specific goals.

The Aluminies are invited at various events as chief guest or judges to interact with students and teachers. They share their experience on how specific course helped to shape their carrier and thus encourages aspirants to look positively towards the outcomes of programme. The alumini interaction helps the faculties to get the feedback on the programme and course outcome and improvise the same for new batches by introducing add on courses or certificate courses

The teacher parent Council organizes various events to interact with teachers and parents to get them acquainted with the college curriculum, courses offered and student's behavior and performance.

Institution conducts as well as encourages faculties to attend workshops, seminars, refresher courses, faculty development programmes and interactive session with the expertise from universities as well as field to make the course component more relevant.

Every department projects Pos, PSOs and COs on the departmental notice board. The students are continuously made aware of these outcomes regularly.

At the beginning of every unit teachers articulate on the learning outcomes and programme outcome which makes the teaching learning process more fruitful as students must aware of the relevance of the topic in their pursuit and knowledge.

The direct assessment of the POs and COs is monitored through their performance in the University exams.

An indirect assessment of the fulfillment of these outcomes is done by the teachers after every unit test, assignments, presentation to ascertain if they have been able to do what was intended when they admitted to the course.

The feedbacks are collected from the students at Institute level as well as department level and at the end of the semester. The review is done on the achievement of the same.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The curriculum design and delivery in the institution aims at employability skills and competence. The Graduate and Postgraduate programme equip the learners for job opportunities in Central and

State Government Services. The programme outcomes and courses outcomes primarily aim at imparting knowledge and skills.

Course outcomes are measured on the basis of performances of the students both in curricular and co-curricular activities and also on the basis of the student's performance in the class activities, laboratory work, assignments in different examinations and their role in departmental activities. Students performance is noted continuously on their regularity, receptiveness, participation in class discussion and the overall behavior. Their performance in the internal examination provides the initial clue of their learning outcome. Every year performance in the annual University examination is communicated to students through their mark sheets. To track programme outcomes the departments maintain an alumina data base regularly updating information on their current employments and their endeavors.

Continuous assessment provides feedback on the efficacy on the teaching learning process and learning outcome of each course.

Students of NSS and NCC and Rover Scouts are Engaged in development related activities and social services.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1625

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/E-Content.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/2.7.1%20final.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

16

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

In aligning with the changing demands the undergraduate and postgraduate students are encouraged to provide innovative strategies of development. They provide products, strategies and programme design and evaluate these to respond to the emerging needs of a developing nation.

Innovation and Skill Development Cell (ISDC)

Aims:

- To promote entrepreneurial activities at campus.
- Provides hands on experience to aspiring entrepreneurs.
- Encourage innovation driven activities at campus.
- Facilitate by providing sufficient support system so as to enable the perceived idea to become a successful citizen in its ecosystem.
- Government College Bundi ISDC cell firmly believes that any

conceived idea of long-term substantial growth can be accomplished by providing an ecosystem that supports new and emerging technologies ventures and increase their likelihood of success.

Objectives:

- Basic awareness programmes to fasten entrepreneurial spirit.
- Basic infrastructure facilities at the institute.
- Business consulting through expert pool.
- Mentoring through cohesive participation.
- Protecting intellectual properties such as patents copyrights etc.
- Strategic alliances with similar domains organizations either to establish concentric diversification or conglomerate diversification.

Research:

The research work in the college is promoted with a special focus on better understanding and well-being of its individuals and the community.

Aims:

- To inculcate the spirit and culture of research amongst faculty and students.
- To enhance interaction and operation between researchers for interdisciplinary and multidisciplinary work.
- To force academic and Research collaboration with National Universities and Government Agencies.
- To take up problems faced at the local level and provide solutions to them.

Objectives:

- To organize research promotion events like conferences, seminars workshops invited lectures webinars to motivate faculty for doctoral and postdoctoral Research.
- To encourage faculty to undertake research projects in thrust areas in Science and Social Sciences.
- To promote research Publications.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

22

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

60

File Description	Documents
URL to the research page on HEI website	https://hte.rajasthan.gov.in/college/gcbundi/research
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

18

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

16

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college believes and make sure in bringing out the best qualities inherent with the students through imparting value education to students to impart their social responsibility, Social awareness etc. through various activities keeping there in view the institution strives to inculcate in the students, the best way of being a responsible citizen throughout various extension activities. The sole aim of engaging the students into extension activities is to make them aware of the social issues prevailing in the society and understand the problems which withheld the rural areas from developing both individually and socially and seek out the possible ways to solve these problems the college has adapted neighboring villages Chatrapura, Ganesh Bag, Matunda, Tikarda etc for extending various activities in the neighborhood community the institution has set up different units/ cells like NCC, NSS etc. series of extension activities undertaken by the students over the years are mentioned. The College takes initiative through the IQAC to organize such extension activities:

Plantation- Plantation is of utmost ecological importance and has been effectively carried out by the students of the college.

'Harit Rajasthan" is one such effort towards the same performed by NSS volunteers.

Cleanliness Drives- Practicing on "Swachh Bharat" concept students not only clean the campus but also went to neighboring villages. They work with great enthusiasm and thus they develop responsibility towards society too. Students also work for health and hygiene to prevent diseases and to maintain good health.

Yoga and Meditation- Yoga and Meditation helps to keep the mind sharp and clear, stress free and improves flexibility, strength endurance balance and immunity. The College organizes regular camps in Yoga and Meditation which helps the students to attend the phase of relaxation and mental peace.

Blood Donation Camps- Blood donation is a real wonder that one may save life of others by giving his blood and it is the most precious gift ever. The College organizes these activities on a regular basis. Students and faculty donate blood as a selfless gesture towards the society.

Women Empowerment and Gender sensitization are the important activities of our institute and these are enriched and mentored by NSS, NCC, Scout & Rover and Women Cell.

Different activities related to develop environmental issues in ecofriendly manner, develop socio-cultural values in students and awareness regarding health and hygiene through Anandam even in the Covid-19 pandemic.

Social Issues of Concern:

Various social concerns like saving the girl child, Aids Awareness, Road Safety, Loneliness of Aged and orphans, Global Warming, Women Harassment, Gender Inequality, Communal Harmony, Waste Management, Corruption, Drug Abuse, Sensitivity towards Sacrifice of Armed Forces, Awareness to the underprivileged, Cashless Transaction and several others Civic issues are also addressed by the college.

Voter Awareness:

Voting is an important responsibility of every citizen. It is an important part of any Democracy. This task of Voter Awareness is accomplished through the organization of camps rallies, Slogan, Posters etc.

Through involvement in such activities students develop the sense of Social Responsibility in them and in turn making them a responsible human being.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

36

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

6740

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

12

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The vision of the institution is to provide need-based quality education to all sections of society. Over the years the college has evolved into one of the most proactive institution for higher studies and has been playing a valuable role in moldings the student's career and future in life.

The institution makes optional use of buildings and also shows sufficient space for all departments and common facilities constantly monitored by IQAC. There are well equipped state of art Laboratories and departments. The physical facilities in the college are as follows:

- The main building harbors the Administrative, Academic and Establishment sections, Chambers of Principal and Vice Principal Departments of Science, Social Science and Commerce and a Central Library.
- Classrooms, in total 60 of Different capacities, meet requirements of UG PG and PhD students.
- Each classroom is available for 80-100 UG students.
- Each Classroom is equipped with appropriate comfortable furniture, good ventilation, adequate LED light, good

quality large black/green boards and other necessary material to impart knowledge to students.

- To enhance the Teaching-learning process the faculty and the students are regularly motivated to use online platforms such as WhatsApp, Google, YouTube video, different online live class apps like zoom, Google meet, YouTube channel live streaming, Rajiv Gandhi e-content Bank, Gyandoot live sessions, Gyandoot 2.0 (Offline Classes), Gyan Sudha (Live & Offline sessions), Online Skill Development Courses, Online programs on social issues are used for the purpose.
-
- The Academic Programme of the College is enriched by laboratory experience. To engage students to a variety of practical orientation, self instructional, learner friendly modes there are 08 well-equipped laboratories. Hand on experimental learning is provided for Research and innovation.
- Every subject has its own department for faculty members. These spaces enable effective student teacher interaction on personalized basis. In front of each department there is a notice board where information regarding students is displayed.
- Most of the departments are ICT enabled and provided with appropriate furniture and storage facilities.
- A common staff room with facilities is available for valuable discussion common meeting and relaxation of faculties.
- Most of the science departments and department of Geography, Hindi, History, Sanskrit, Political Science, English, Drawing and Painting offer additional academic and Research facilities.
- ICT lab is equipped with 15 computers, 4MBPS ILL internet connection and LCD projectors along with interactive board.
- A smart classroom (Room No. 115) has been developed in Department of Geography,
- ICTs enable seminar hall with ACs.
- Well equipped e-classroom with 16MBPS internet connectivity and AC enabled room is working for live teaching through People link software.
- A Language Lab has been established in Room No. 13 with 10 computers, internet and projector with interactive board.
- The library housed in a separate building equipped with the latest ICT requirements. It is fully automated with Alice for Window. It has a large reading room, workstation with 10 computers, 2 & 100MBPS internet fiber-optic connectivity etc.

- Student and Faculty Support Facilities include the students meeting spaces, hostel, common room, college lawns, seminar hall, where students meet for various activities and programmes.
- Department of Botany has developed one Botanical Garden maintaining biodiversity, having many exotic flowering plants along with wild species.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/4.1.%20ICT%20Audit%20Final.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

To promote the sports personalities at state and national level the College supports and motivates students. Apart from academic facilities IQAC of the College has also executed its commitment to provide facilities and training for sports and cultural activities.

- Various sports played by the students of the College including Handball, Hockey, Volleyball, Basketball, Badminton, Kabaddi, Kho-Kho, Boxing, Tennis, Athletics etc.
- There are Sports courts and ground viz. Hockey Ground, Volleyball Ground, Basketball Court, Badminton Court, and Handball Ground. Most of the students do well in their academics as well as they perform well in Sports too and won medals in different events of College, University, State and National level sports events. The College Sports Committee takes care of various team selections, holding competition, taking teams to different places during tournaments etc. Every year inter-faculty sports tournaments are organized under the supervision of the committee and an annual sports day is celebrated.
- The Indoor Games includes Chess, Carrom, Table tennis etc. are facilitated through students.
- For Athletic Events Limited facilities are available in College Premises so these are played elsewhere (police parade ground, Khel Sankul) for which a prior official

permission is sought by the institute.

- For various tournaments players are provided with the kit for practice.
- There is a provision for TA/DA for participation in University, State and National events. There is also a provision of momento's and certificates for winners.

Facilities for Cultural Activity:

- There is a Seminar hall and an open area are the two places where most of the academic Activities like Essay, Poster and Slogan, Painting, Poetry recitation Women Cell programmes, Cultural activities like solo and group Songs, solo and group dance, Fancy Dress Competition, plays etc. have been organized.
- Students who represent the college at University/ state /national events are given TA/ DA.
- There is also provision of momento and certificate for winners.
- There is a well-equipped and developed recreation room along with gym equipments such as Twister, front pully, Bench Press, practice cycles for girls and boys and abdominal board.
- The students though busy with a well engaging a diverse curriculum have a life of art, Yoga, Culture and Activism during their courses. For overall coordination of students Association activities a faculty member is assigned the role of student advisor.
- Students regularly take part in Yoga and Meditation and self-defense When ever conducted by college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/4.1.2%20GEO%20TAG%20PHOTO.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

216.57

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

"Library stores the energy that fuels the imagination. They open up windows to the world and inspire us to explore and achieve and contribute to improve our quality of life. Libraries change lives for the better".

The College Library Functions:

As the primary information resource centre and store house of books, journals magazines, newspaper and e-resources for staff and student activities at the institute. Apart from text books library is a collection of reference books, books, journals, dictionaries, encyclopedias, year books etc. Also the library facilities access to a member of e-journals and e-books through INFLIBNET & DELNET e-

consortium.

At present 81902 books, 07 journals, 45 magazines & newspapers are available.

Vision:

To support the Institution by catering creating to the information needs of its library uses.

Mission:

To allow and promote for an optimum scientific utility of the library e-resources.

Objectives:

- To install mechanism that supports the best utility of library resources by the user community.
- To facilitate and provide the needed timely information to the library users.
- To promote the humanitarian and cultural aspects through related collection of the various library resources.
- To make the library one of the best preferred choices for research community.

Highlights:

- One qualified librarian and supporting staff are looking after the library.
- The library has open access system and is fully automatic with Alice for Window software.
- DDC system (direct digital control) is adopted for classification and categories catalyzing services are provided.
- Library is functioning with seating capacity of 50 at a time.
- Digital Institutional Repositories maintaining by using Automation and Higher & Technical Education Portal.
- Digitalized version of preview here question papers are made available to users.
- Books search link 61.2.243.12;81/library available for the

students and faculties for search books online.

- The whole library is facilitated with CCTVs and is fully automatic since 2006-07.
- Name of ILMS software: Alice for Window
- Nature of automation (fully): Fully
- Version: 6.00.020

Year of Automation: 2006 -07

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.49

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

32.16

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

In order to gear up with the transformation that is happening across the globe in all spheres of life including education sector, Government College Bundi is armed with adequate ICT infrastructure to well facilitate Teaching-Learning activity for its stakeholders. To reach the children of these days the campus should be digitally well equipped for effective classroom delivery focused information sharing and knowledge transmission to ensure this good number of classrooms are equipped with plug and play facility in the college.

The seminar hall is fully equipped with acoustically designed plug and play facility to find enriching learning experience for stakeholders during guest lecturers, seminars and student forum activities etc.

The college is constantly extending and expanding its IT resources in terms of Computers, Management Information system, Learning Management Systems Operating systems and servers etc. The augmentation and updating of IT facilities in the college is reflected in the following:

- The establishment of the Computer laboratory: This laboratory is furnished with an LCD Projector, 15 computers with internet facility, digital podium besides relevant required furniture.
- There are 03 rooms with the smart board facility. These classrooms are used by PG departments for teaching seminars and small workshops.
- The e-classroom in the college is used for administrative purposes like virtual meetings with commissionerate and

district administration and live teaching for the students.

LMS:

- E-content repository has been established as of Rajeev Gandhi e-content Bank and RAJLMS.
- Various Online live YouTube videos links of Skill Development courses are available on our college webpage. It is a partial LMS which are freely available for the students.
- Audio Video Tools, LCD projectors in various departments, smart boards in different departments, computers with LAN connection in every department, e- podium for recording e-lectures, personal laptops Wi-Fi (band width with more than 16MBPS).
- Digital Visualizer etc. are some of the learning management system used by the college.
- BSNL lease line has been laid down extending into various blocks and departments.
- The maximum bandwidth is 100MBPS in Library.
- There are 28 CCTV cameras which have been installed in the main building, different corridors, principal chamber, library, cycle stand and the main TV screen is placed in the Vice Principal room for constant observation.
- The number of computers in the college is 68 they are in all to 11 browsing centre.
- Biometric Machine has been installed for monitoring attendance of teaching and non-teaching staff.

MIS:

- Online Admission Process for UG and PG students is implemented by CCE Rajasthan. The admission module on the college website also provides an essential link and information to complete this process. Merit is also generated online and uploaded on the website.
- Centralized Management Information System to record the biometric attendance of faculty and staff.
- Accounts and Finance Section prepare monthly salary bills of all employees through Pay Manager Portal.
- E-prospectus uploaded on the website gives information related to subject combination, academic calendar, admission policy and code of ethics.
- Notices and Circulars regularly displayed and circulated among students, faculty and staff members for day-to-day are completed execution of works of importance.

- Examination forms, permission letter, course outcome all through centralized University module at the university website.
- Examination duties are assigned by software developed by the college.
- LAN for access to database of student's academic performance and other queries.
- Various Government and citizen apps and modules on SSO give access to the facility of Property Return, Provident fund, profile of employees etc.
- Faculty service records updated and available on are made IHRMS and HTE portals.
- Payment of Fellowships and Scholarship of UGC, CSIR etc. through PFMS.
- Payment of various scholarships through SSO module, e-tendering module helps in procurement of goods and items and placing orders.
- All the Workstations are secured with licensed antivirus and also supported to block unnecessary content to monitor and track the student activity.
- College has formed ICT committee which looks after maintenance, computer usage policy. This Committee monitors policies concerning issues of LCD projectors, laptops to students and faculty and also printing facility is provide to by the students and staff.
- A website coordinator to ensure that College website is updated time to time more ever all important notices concerning academics, examination, assignments are uploaded on the website duly approved by the College Principal.

Campus Wi-Fi:

The whole campus has Wi-Fi facilities with high speed connection provided by Raj Comp, DoIT, Rajasthan.

Need based up gradation is a continuous phenomenon to ensure good ICT working ambience as per the recommendation of the ICT committee duly rectified by the college administration

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	nil

4.3.2 - Number of Computers

68

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

185.93

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Proper maintenance and utilization of physical, academic and support facilities are maintained through various committees like Development Committee, Purchase Committee, Library enhancement Committee, Academic Committee, ICT committee, College campus

cleanliness committee etc. formed every year by the college administration.

The Development Committee looks after the maintenance repair and construction work related to the building physical infrastructure like water power supply and gas line. All work is done through the tender system as per standard norms or rules laid down by the department of Higher Education. Generally, the work is allotted to the Public Works Department and the fund is provided by RUSA. During the maintenance and upgradation work related to Civil and electrical works done by the contractor is verified by the Development Committee. All minor faults are attended and repaired by hired technicians, carpenters etc.

Purchase Committee looks after the equipments, instruments and items for use in the Laboratories, are purchased after pre approval and scrutiny to ensure optimal utilization of funds allocated to the respective departments, each academic year. All of the heads of departments are the members of Purchase Committee. This Committee approves its expenditure based on quotes and Technical quotations. This committee now works through GEM portal.

Library Enhancement Committee concerning purchase issues and up gradation of library facilities.

ICT and website committee monitors use and maintenance of computer Labs in college. There is a website coordinator to manage and look into Information sharing and uploading on College website.

There is a Garden Committee to look after and maintain the lawns and flora of the college. Planting of seasonal trees plants etc. are carried in the college regularly. The trees are pruned after due permission from government under supervision of a qualified staff.

There is an established system and procedures for maintaining and utilizing physical academic and support facilities:

Laboratory: The incharge of each department and respective incharge of lab monitor the maintenance of the same. Supporting Staff and lab Assistant help and support the faculty and students during practical lab sessions. Lab Equipments and Instruments are also strictly inspected by a Lab Assistant before the commencement of practical class and examinations. Log books and user register

are maintained and the instruments are used in the presence of Teacher. funds procured from State/ Central Government /UGC/lab fee/ RUSA are utilized for lab maintenance. Electrically sensitive equipment provided with necessary backup to ensure proper functioning. In case of disruption of power supply the diesel generator having a capacity of 30 KW which functions as the substitute source.

Library: The College Library has its own rules and regulations. Library facilities are open to students from 10 am to 5 pm. The library is situated in a separate independent building which includes one reading hall, one reference room and one room with computer facility. The Library is completely automated. Whenever books are purchased they are enlisted in the register and later they are made available to. At the beginning of the session each student is issued a library card and is allowed to borrow the books during their needs. Returning of the borrowed book is mandatory for both students and faculty members at the time of leaving the institution.

Computer: Computer has become a part and parcel in every works of life and its requirement is felt in every Institution. Government College Bundi has sufficient numbers of computers which are used in offices, various departments and in the computer lab. The students can access them in the computer laboratory at the time of computer practical classes. The ICT lab is maintained and monitored by the ICT committee. External agencies are called in case of any repair beyond the scope of the system administration or incharge.

Classrooms: The Institution provides classroom which are spacious with LED light for the students. The College authorities pay great attention to maintain the classroom and ensure uninterrupted teaching learning activities for the smooth running of the departments. All the department heads are free to submit their requirements to the Principal regarding repairing and maintaining classroom furniture and computer etc.

Various department of the college conducts online classes using ICT enabled classroom & E-Class.

Due to covid-19 All the departments created WhatsApp groups where students are communicated and provided study material, last year papers etc. video lectures prepared by faculty members of various subjects are uploaded on departmental and government college Bundi YouTube channels. An e-content repository by the name of Rajeev

Gandhi e-content bank has been established in which YouTube links of recorded videos and pdf notes has been provided to the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

1961

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://hte.rajasthan.gov.in/dept/dce/university of kota/government college, bundi/uploads/doc/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

944

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

944

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>A. All of the above</p>
--	-----------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

12

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

111

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

33

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Government College Bundi believes in youth empowerment through quality education hence enough space is given for co-curricular, extracurricular activities of the college. The students are involved in a number of activities of the institution level and also at society level. The democratic process finds its roots in academic institution. Student's council known as Students Union is formed in the college as per the recommendation and guidelines laid down by "Lyngdoh committee" and the Government of Rajasthan orders and notification issued from time to time. There are direct election for the post of president, vice-president, general secretary, joint secretary, and class representative however in the academic year 2020-21 the election of student's council was not held due to covid-19.

The role and responsibilities of students council is to encourage and motivate other students to participate in student oriented programme. The role of student council and representation of students in academic and administrative events can be visible from.

- Student union plays a major role in learning and education of the all the development activities related to academic and administration of the college. President of the Student Union is the member of 'Mahavidyalay Vikas Samiti'.
- Student union act as an important channel for the generation of feedback expenses and grievance of the students at large.
- Student union also plays an important role in the conduct of culture fest "Kajali" to explore the artistic personality in cultural and literary competitions.
- Socio cultural events like teachers day, Saraswati Puja,

environmental day, yoga day, earth day, world population day, road safety week, consumer right day etc are conducted to impart social and cultural responsibilities toward nation among students.

- National memorial days Independence Day, Republic Day, Gandhi Jayanti, Martyr's day etc are celebrated to develop the dedication and commitment toward nation.
- Competition and campaigns inter and intra college events in different areas comprising of debates, music, dance, drawing, poster, slogan etc are regularly held.
- Inter faculty (Science, Arts, Commerce) sports events is also organized including athletics, kabaddi, handball, volleyball etc.
- Outstation events students enthusiastically participate in college tours organized by various departments as per their curriculum.
- The annual function is held every year in January/February by the students. Winners from academic cultural sports and literary competitions are awarded with prizes and provided certificates.
- The college publishes an annual magazine "Pratibha" with the help of an editorial team comprising of faculty advisors and student members. It provides an opportunity to students to express flair for writing and creativity through article, stories, poetry, sketches, paintings etc.
- Student representation is also evident in extension activities like NCC, NSS, Ranger/Rover, community services and various governance programmes etc.
- Student representation is also prominently evident in PG departments seminar on community connect programmes, nature club and women cell programmes.

Hence the college has a semi structured calendar for students' event with in the annual cycle. Their events are laid by the students and conceptualized in conclusion with staff advisors.

Various academic and administrative bodies such as science council, arts council, commerce council, hostel committee etc. also have students' representation.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

16

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college conducts meetings with its alumni association which provides platform to the former students to provide suggestion with respect to the functioning and infrastructure. Its objective is to develop a strong relation between alumni and current students to assist current students in their career planning and placements to be the mentor for current student and give inputs for students.

The institution inspires alumni association to contribute significantly for the development of the institution through financial and non-financial means. The alumni of the college are placed in the various corporate sector, education, businesses, professional fields, media, industry, political field, Social Work, academic and accessories the college utilized the

intellectual inputs of its working in the academic or professional field to enrich the curriculum.

The old students of college not only support their parent Institution but also try to strengthen the ties between alumina in the community and the parent college.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

"To be an educational institution of preferred choice by ushering the conference of knowledge, skills and values through holistic education ".

The college works relentlessly with the mission as:

" To Mount character and careers" guided by their vision and mission statement and leveraging its more than six decades of expertise in education Government College Bundi has a defined organizational structure for effective decision making and execution of responsibilities.

The governing body (GB) in the executive authority exercises general supervision and control of the affairs of the college. The college comes under the Commissionerate College Education Rajasthan Jaipur, headed by the Commissioner who manages and administers the government colleges of the state but at the college level the Principal is the Head of Institution decentralizes duties and the faculty members are given charges of

Establishment section, Account Section and Academic Section for various administrative responsibilities. The performance of every employee, teaching and non teaching is appraised by the Principal and reviewed by the competent authority on annual basis covering various aspects of working, behavior and overall performance.

Regular meetings of the College Development Committee and stakeholders play a significant role in overall governance viz. Planning, deployment, monitoring and execution of agendas.

Another level of management is staff Council which constitutes chairperson (College Principal) secretary (Senior most faculty member) and all the faculty members of the college. Staff Council is an important platform for an formal interaction between the Principal and the faculty. The meetings of Council are held on regular basis for planning and mandated tasks.

Perspectives plans regarding administrative strategies are executed by both at the commissionerate and at the institutional level. The member of BOS receive feedback from students, teachers, Vikas samiti and initiate modifications in the curriculum. Matters and requirements related to finance are forwarded to the commissionerate for further action.

For effective governance committees are constituted for specific purpose at the beginning of every academic session. The respective committee meetings are called periodically for efficient implementation of agendas related to teaching, curriculum, admission, examination, students' union election, co-curricular and extracurricular activities and any other matter related to the development of the institution. The staff and administration work zealously to comprehend and articulate rapid changes in the academic structure and functioning of the university. Achieving academic excellence is the mission of every teacher in the college.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization

and participative management.

College practices decentralization and participatory management in its organizational structure. The main functions of Institution are classified into Administration, Academics, Examination and Human Resources. Every effort is made to include a mechanism for evaluating and monitoring all quality parameters through its organizational structure ie. Principal, IQAC Head, Criteria in charges, Department Heads, faculties and stakeholders.

In the Hierarchy first comes the principal secretary of Higher Education, subsequently comes Directors /Commissioner, Joint Directors and then comes the Principal of the college who acts as the administrative head of the Institution. Being a Government College, all the major decisions are taken by the Directorate/Commissionerate of Higher Education. The Financial matter of the college is looked after the Drawing and Disbursing Officer.

For the smooth functioning of the College, there are various committees like Examination Committee, Discipline Committee, Purchase Committee, Development Committee Anti Ragging Committee etc.

The work of the College Administration is decentralized and the various subcommittees perform as follows:

- The Examination Committee conducts the main Annual Exams, Semester exams, Supplementary Exams, various Competitive Exams, Kota Open University and IGNOU exams as per time table.
- In the College. the Admission Committee pursue the students admission for different classes and streams as per norms and merit.
- The Time Table Committee maintains the curriculum for theory and practical classes of the students in the college.
- The Discipline Committee looks after the overall discipline of the college so that students try to maintain the rules and regulations of the college.
- The Anti Ragging Committee sees that the students are fully secured inside the college campus.
- The Development Committee looks after the infrastructural development of the college.
- The Purchase Committee looks after the purchase of various equipments, instruments and chemicals.
- The IQAC of the college is developing a quality system for consciously programmed action to improve the academic and

administrative performance of the college.

- At Department level the Heads of the Departments co-ordinate different departmental academic programmes of the college, and statements comply with the Vision and Mission statement of the institution.
- Government College Bundi is working as a Nodal Centre for different programmes conducted by the State Government for Student Welfare and overall development of private and government colleges of District.
- NOC To private colleges: This college is a Nodal Centre for 12 private colleges. It regularly monitors and prepares inspection reports for proper execution of these private colleges. The Inspection Reports with proof are uploaded on NOC Portal.
- Thus, the college plays an important role to maintain bond between Commissionerate and College on their portal.
- RACE is another activity started in year 2019-20 by the College Education Rajasthan and Government College Bundi, is the nodal college of the district. It supports all nearby government colleges within 70 KM of distance. The Nodal Centre provides basic academic, Physical and financial facilities to these colleges. Principal of the College acts as President of DRAC and holds regular meetings in every two months to discuss the needs of every college.
- Government College Bundi is a Nodal College for submission of all forms from Government and private colleges regarding all the types of scholarships programmes. Some of these are- CM Higher Education Scholarship, Devnarayan Girls Student Scooty Distribution Scheme, Kalibai Bheel Medhavi Chhatra Scooty Yojana, Social Justice scholarship Scheme, Tribal Area Scholarship Scheme, National Scholarship for Minorities etc.
- The admission process in Government College Hindoli in session 2020-2021 is performed by Nodal College, Government College Bundi. A Nodal Officer was appointed for online admission and updation of portal to complete the admission process.

All these efforts result in the effective and proper execution of the work and promote cooperation between college staff and students.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has a perspective plan for the overall development and effective implementation of its objectives. The prospective plans and its implementation is carried out keeping in mind the vision and mission of the college.

Some of the strategic planning areas include:

Maintenance and Infrastructure:

Institutional maintenance means deliberate effort for smooth functioning of an Institution. Maintenance strategy supports the technical requirements and infrastructure of the institution to meet the challenges of a competitive and legislative environment through its committees.

Teacher learning and learning enables and engage the students for application of knowledge, concepts and process. For this purpose college has established a well developed system with qualified faculty members.

Human Resource Management is the strategic approach for the effective management of human resources to ensure that the institution is able to achieve its goals. This is done through training programmes performance, evaluations and reward programmes.

Research and innovation processes in order to better align both the process and its outcomes with the values needs and expectations of the society.

Community involvement is a power to bring positive changes in the students to broaden their Horizon towards community services.

Student Welfare advances the balanced growth and development of the youngsters with the culture of caring and positive concerns.

Student participation and representation involves students participation in class discussions, engagement in various programmes and student behavior on group setting.

With above strategic planning the students of Government College Bundi have excelled in life.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/6.2.1%20F.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The principal being the head of the institution is responsible for maintaining a congenial and good academic environment of the college. Major policy decisions are taken by the Commissionerate /Directorate of Higher Education which are communicated to the college through the officers on special duty. In the college the principal is the apex authority and forms various committees. The key aspects of the organizational structure of the college are as follows-

Administrative setup and function of various bodies: The college functions under the supervision of governing body and principal heads it for functioning and growth including administrative, academic, co- curricular, extracurricular and extension programme .At department level the heads of the department are directly responsible for coordinating all departmental academic programme of the college. Faculty are directly responsible for the academic and curricular development of the students. Staff members have been assigned duties various committees.

Function of various bodies: For the smooth functioning of college activities more than 25 committees are identified. Every committee consists of a head and many members. They together plan for the activities. The function of every committee is well defined. All committee heads report to principal and he monitors effective functioning of these bodies.

Other than teaching staff there are also Office Support Staff, Librarian, Laboratory Assistant, Electrician etc. Financial matters are dealt by AAO, an Accountant besides. Many are recruited on contractual basis via College Development Committee like security guards Gardeners, Safai karmchari, Typist, Computer Operator, peons. Every year committees are formed for physical verification of assets in various departments of the college.

Service Rules- The College is a government institute and therefore it is mandatory to follow the rules, regulations and policies framed by the State Government RSR. It includes rules, responsibilities, conditions of services discharge of duty, increments, kinds of leave, code of conduct incentives for attending FDP etc. Nevertheless, whatever best can be implemented at its level is always carried out by the college.

Recruitment

The teaching staff is recruited by RPSC. The qualification and eligibility for other recruitment is as prescribed by the Government/ UGC. The class IV employees are recruited through employment exchange as per need. In addition, there is a provision of compensatory appointment in the place of the demise of close relative based on the Government Policy.

Promotional Policies:

The regular promotions are decided on the basis of recommendation made by the departmental promotion committee based on specific guidelines that are framed for the purpose by the UGC/State Government.

Grievance Redressal Mechanism- Government College Bundi adheres genuine issues and difficulties of the stakeholders at individuals as well as College Level. Students are encouraged to use the suggestion, feedback method to express constructive suggestion and grievance. Grievance redressal committee resolves complaints with sensitivity and confidentiality The College has framed Internal Complain Committee, Anti Ragging Cell, Grievance Redressal Cell, Women Harassment Committee and solve such issues with full commitment judicially and without any biases. Besides it for grievance redressal related to Government College Bundi, the employee ID of the Principal of the college is mapped by the Rajasthan Sampark department. Anyone having a grievance against the college can file a complaint from anywhere in India. The complaint is forwarded to College through the central office. SC

ST and Minority also have rights to put grievance regarding their issues. The matter is discussed with the related committee and action is taken accordingly.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/6.2.2%20LD.pdf
Link to Organogram of the institution webpage	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/6.2.2%20organogram%20Final.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Government College Bundi implements all the welfare schemes of the State Government and also tries to implement the same through various effective welfare measures. Some of them are-

- The Salary component and other monetary benefits are given as per the Recommendation of the UGC for Assistant and Associate Professor and State Pay Commission for non teaching staff.

- Annual increment at 3% is given every year for teaching and non teaching staff of the college.
- Promotion and CAS benefits are given as per the guidelines of UGC /state government.
- Faculty Members are encouraged to participate in the Orientation Programme, Refresher Course, Short Term Course, Seminars, Workshops, FDPs etc and non teaching staff trainings are also allowed to undertake various training programmes for enhancing their professional knowledge.
- General Provident Fund facility, State Insurance, Gratuity, Pension facility, Group Life Insurance are provided to both teaching and non-teaching staff as per norms. There are also other financial benefits as House Rent Allowance, Dearness Allowance etc.
- Facility of Loan with interest from GPF is there for teaching and non-teaching staff.
- Medical Reimbursement is permissible to both for the Gazetted officers is and sub ordinate staff
- Both Teaching and non teaching staff can avail Casual leave, Earned leaves. Benefits of availing child care Leave, Maternity Leave, paternity leave as per state rules are also provided to the staff.
- Teacher research Fellowship is also provided for the research purpose to faculty members for doctoral and postdoctoral programmes.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

133

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance appraisal is the most methodical way of evaluating the performance of an employee. It makes the employee more liable to the work and performance. It also inspires teachers to undertake research based work to enhance their knowledge. The performance appraisal system is conducted constantly by Directorate /Commissionerate of Higher Education. For this purpose, the gazetted officers and non gazetted staff are given the annual confidential report format for their self-appraisal and value the ACR is assessed by the Principal and is then sent to the Directorate /Commissionerate of Higher Education for further action.

The reports are kept there and reviewed by DPC at the time of promotion. The proforma for self-appraisal for teaching and non teaching comprises of following-

- The reportee officer classifies that he /she worked under key result area targets and actual achievements.
- Reporting officer judges and rates the work by the reportee under six criteria viz-

1-output of work

2- leadership qualities

3- analytical ability

4- management ability

5- decision making ability

6-ability to take initiative

After reviewing by authority The Commissioner, ACR is conveyed back to the reportee as an accepting officer.

For teaching staff a proforma is there for individual details comprising of

- Academic Qualification
- Teaching Experience
- Teaching proforma of the session
- Examination results
- Publication details
- Research Supervision Participation in curricular and extracurricular activities

File Description	Documents
Paste link for additional information	nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The funds received are properly allocated and distributed for the meant purpose and utmost care is taken that they are properly utilized. A team checks and verifies of all vouchers, supporting documents, records and books, e-statement of transactions, that are carried out in each financial year including budget estimations, utilization, cash transactions, bank reconciliation statement, test, check and verification of the events happened of financial management.

Mechanism of audit in the institution is as follows:

Internal Audit- the AAO and accountant maintain the details with regard to accounts. The main functions are as follows:

- To record financial transactions in the books of accounts.
- Examine the previous financial statements.

- Noting of provisions applicable.
- Authorization of fee concession control and policies.
- Examining the bank passbooks.
- Examining Grants, Sponsorships, Deposits, Payments.

External Audit- It is carried out by the Auditors from the office of Accountant General (AG) Rajasthan Jaipur. Mechanism of external audit is as follows:

- Examining the procedure, policies and regulations.
- Vouching the receipts.
- A Chartered Accountant is hired for the purpose of verifying the salary payments TDS, Income tax and filing of income tax returns etc.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

129.17

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The availability of funds is essential for any organization and society but the movability of fund is even more important. If the movability is in the right direction, well coordinated then the level of progress becomes high, therefore the movability of fund is important for the development of any organization.

The Principal and the drawing and disbursing officer (DDO) of the College monitors the use of resources received from the government through discussion with CDC and Purchase Committee. The Government fund, Rusa fund and UGC fund are looked after by the DDO in collaboration with RUSA Coordinator, UGC co-ordinator, Purchase Committee and CDC. The funds are received as follows:

- State Government allocates specific amount to government colleges for overall development and maintenance, state budget and grants are released for salary. TA, Medical, Office Work, Construction and Maintenance, Lab Grants, books and journals etc. The Proposal for requirements are also submitted to CCE, CDC and UGC.
- State Government Fellowships- Payment of Fellowship and scholarships of UGC, ICSSR and CSIR etc. is through PFMS. The payment of various scholarship is online and executed through the SSO module.
- UGC and RUSA- UGC has been providing funds for instrumentation maintenance facility, Educational innovations, fieldwork etc. The UC is submitted timely to the office of UGC.
- RUSA (Rashtriya Uchchatar Shiksha Abhiyan) is a centrally sponsored scheme aims at providing strategic funding to higher Educational Institutes by Central Ministry to State Governments Governing and Monitoring bodies, Board of Governors (BOG) and project monitoring Unit (PMU) monitor the progress of project initiated by RUSA
- Mahavidyalaya Vikas Samiti: Requirements and emergency needs other than these are fulfilled by funds generated through Vikas Samiti.
- Research: The College being a government organization depends on various funding Agencies like UGC, DST, VVT, CSIR, ICSSR etc. for financial support to persue the research activities.
- MP and MLA Funds: The funds generated through MP and MLA schemes are also utilized as per our requirements suggested by stakeholders.
- Alumini: The alumini also contribute in cash and kind as and when required.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The internal quality Assurance cell (IQAC) monitors efforts of the college towards excellence in different areas. IQAC in corporate SWOC analysis (Strength Weakness, Opportunity, Challenges) of the entire quality system which are key aspect based. The quality Strategies and processes used are:

- To intensify curricular aspects with value added course, enrichment programmes, life skill programme.
- To intensify feedback collection analysis and reviews.
- To improve continuously in admission process, Student diversity, and teacher's quality teaching learning process and learning outcome.
- Outcome based education is initiated rigorously by IQAC.
- Result analysis Research and extension activities including FDP are to be enhanced.
- IQAC works constantly to establish newer collaboration for Research and extension activities.
- Infrastructural facilities including physical facilities, ICT facilities, library facility with ICT integration to be intensified.
- IQAC works constantly to promote research projects increasing number of PhD holders and number of certificate courses.

Out of so many initiatives the two best practices of IQAC in institutionalizing the quality assurance are:

Best Practice-1: Campus Placement Camp:

In addition to teaching great emphasis is laid on the promotion of innovative practices. The College encourages providing employment opportunity to students inviting various Government and private

companies in the college. In this context various placement camps are organized. Through these campus selection process is completed in four steps group discussion, written test, computer test and online live interview by higher authorities at the end. During covid-19 pandemic period united efforts were made to conduct online webinar for placement. These camps enhance and strengthen confidence and motivation of students. More than six placement camp has been organized in previous years. During 2020-21, Placement camp was organized with NIIT Jaipur for the recruitment of sales manager in ICICI Bank.

Sr. No.

•

Number of applicants

Provisionally Selected

Finally selected

•

1.

1.

1.

1.

1.

NIIT Jaipur & ICICI Bank

Best Practice 2- Online Teaching & Programmes for the student & faculty.

Government College Bundi encouraged online teaching as a policy during the covid-19 lockdown:

- YouTube channels were created and videos were uploaded by the teaching faculty:

Channel Name

Channel Link

No. of Subscribers

No. of Views

ISDC GC Bundi

<https://www.youtube.com/channel/UCH6naE-e3QHAHQz5r6PT0uA>

1.26K

33,171

GOVERNMENT COLLEGE BUNDI

<https://www.youtube.com/channel/UC7fXeueUWMVzb29LWDprK1A>

2.79K

177,702

CCE RAJ GC BUNDI

<https://www.youtube.com/channel/UCsj-sF1PgYv2fmK5kJrXSnQ>

611

13,547

Chemistry, Government College, Bundi

<https://www.youtube.com/channel/UCVsKtT2kIOJThKzeOew0tNQ>

366

12,157

Department Geography, Bundi

https://www.youtube.com/channel/UCgN_tyhpffQROoGTlBnbTvA

492

33,640

Department of Botany, Bundi

<https://www.youtube.com/channel/UCP1XxAQjMJzKcK4mYRuGgRQ>

136

6,013

Department of Sanskrit, GC Bundi

<https://www.youtube.com/channel/UCch9D5ZHywfxRLPpc7F6-Xg>

55

4,452

History gcb

<https://youtube.com/channel/UCKmezrhcmPgxfPy0ywu6FSg>

23

755

- Rajiv Gandhi E- Content Bank was created by the Commissionerate of College Education, Jaipur wherein videos and PDFs of different subjects were uploaded by the faculty members in lieu of the prescribed syllabus

Link:https://docs.google.com/spreadsheets/d/1L2ss3v8AoH6xunQo-UdKEFhDcZv8cmnsj_dCZSlGb7M/edit?usp=sharing

- Google classrooms of UG & PG classes were created by the Department of Geography and the Department of Botany as an innovation for online teaching by using the Google classroom app.
- Five online Anandam days were organised and the students conducted many socially productive projects, the reports of which were submitted to the College:

S. No.

Anandam Divas

YouTube Recording

1.

29.11.2020

<https://www.youtube.com/watch?v=pJ6W9n90QPM>

2.

23.12.2020

<https://www.youtube.com/watch?v=5zKcP2flpms&t=5s>

3.

29.01.2021

https://www.youtube.com/watch?v=_WsAszTQ5FI&t=1482s

4.

26.03.2021

<https://www.youtube.com/watch?v=mqeaQfLaseI&t=314s>

- For the development of ICT skills of the College faculty, an online workshop was organized on 11/8/ 2020 by the ISDC in collaboration with CCE, Jaipur titled "E- Content Development and Delivery".

DAY 1: <https://us02web.zoom.us/j/87496408503?pwd=TG1ZcVg1ZlEyNVZ6dkFVQyt3TCtndz09>

DAY 2: <https://us02web.zoom.us/j/82336208896?pwd=dnpNaktGZ2dYK3JVb09qL0tsVDNYUT09>

- To support the Gyan Ganga program of the CCE, Jaipur two one week online subject-specific Faculty Development Programs were organised by the Department of History and the Department of Botany from 11/1/ 2020 to 16/1/2021 and 16/2/2020 to 21/ 2/ 2021 respectively

Link History:- https://youtube.com/playlist?list=PLEP_-yAMSf2RfULGjWnbJ3XgcLsygaZWp

Link Botany:- https://youtube.com/playlist?list=PLEP_-yAMSf2S6Cvm2SRMT4n92cyshGWSm

- Various online workshops, conferences and webinars were organised and conducted by the different departments and committees of the College during the session 2020-21

Dept/Committee

Activity

Duration

Date

Topic

Link

Sanskrit

National conference

One day

17/7/2020

?????? ??????? ?????????????? ????? ??????? ??????????????

https://www.youtube.com/watch?v=_XyaTyQzT00

Geography

International Workshop

Two day

24/8/2020 - 25/8/2020

Research Design

Day1: <https://www.youtube.com/watch?v=cchOSazTWX0>

Day2: <https://www.youtube.com/watch?v=9R1TBT0vcs4>

Botany

National Webinar

One day

02/9/2020

Sustainable Utilisation of Herbal Resources : Conservation and Challenges

<https://www.youtube.com/watch?v=ZXOuhpz1Mc8>

Hindi

National Webinar

One day

03/9/2020

?????? ?????????? : ?????? ????????

<https://www.youtube.com/watch?v=awXlBJBYjEw>

Rower Crew

National Webinar

One day

25/9/2020

Functioning of Rovering and Rangering in Government Colleges

Live on Zoom Only

ISDC

Webinar

One day

13/11/2020

?????? ???? ?? ????????? ???? ??????? ?????????

<https://youtu.be/M7TabFwSsSQ>

ISDC

Webinar

One day

16/12/202

???????? ???? ????????? ????????? ???? ????????? ?? ?????????

https://youtu.be/Gd_F7tDkGL0

Consumer Club

Webinar

One day

22/2/2021

Budget terminology and Budget formation process

<https://youtu.be/4kACj8UoYLw>

- A State level online NSS workshop was organised by the NSS unit of the Government College, Bundi on 04/09/ 2020. The theme of this workshop was "NSS : Implementation and Action Plan". It was attended by 372 participants
 - Link :- <https://youtu.be/Jvch-Qr6AkY>
- National level webinar has been organised on "Prospects Of Teaching And Learning Processes In Higher Education : Post Covid-19 Scenario" by ISDC dated 20/6/2020
 - Zoomlink:- https://us02web.zoom.us/meeting/register/tZ0rf--grTwoGNycfAkA_W8EWsrm_3l7CsGI
- State level online workshop conducted jointly by DST, Kota and ISDC, Bundi on 25/1/ 2021
- Ek Bharat Shreshtha Bharat is a programme of the Government of India to emphasize the Unity In Diversity concept of our country. Assam has been designated the twin state of Rajasthan. In this scheme following Webinars have been conducted online under the EBSB club of the College

Date

Zoom Link

22.06.2020

<https://us04web.zoom.us/j/73327042994?pwd=ZFI3enZTV2hETmxvNmwvbGxDczhmZz09>

30.07.2020

<https://us04web.zoom.us/j/75864156937?pwd=c1dPdEhWZkZWSTJkbVZPSndBajRtQT09>

29.08.2020

<https://us04web.zoom.us/j/73984527357?pwd=UjJBQ0xmQjdDNXdMTGp3ajZwMVRyQT09>

Webinar organised by ISDC,GC Bundi on "Assured Job Opportunities

as Value Banker at ICICI Bank" dated 29/10/2020

Thus, the contribution of IQAC in implementing and driving resource fullness to the growth and development of the college is conspicuous.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/6.5.1.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The College reviews its teaching learning process and learning outcomes at periodic intervals through IQAC. HODs also convey the departmental meeting and also informal classroom feedback apart from the Student satisfaction survey (SSS) to review the teaching process to the concerned departments and take required step for further improvements.

Teaching learning process has three main components-Teacher, students and learning objectives.

The quality of teacher is reviewed through a self performance appraisal method. Intensive faculty developments are activity initiated.

The second component of the TLP are the students, for them various methodologies are used for Holistic development of the learner through student support activities. Different processes involved are sensitization of students in social issues through different committees like women empowerment, placement activities, IPR orientation etc.

The learning outcome of the programme and the target level of attainment are defined well in advance.

IQAC facilitate institutional reviews and implementation of teaching learning reforms as follows:

Introduction of quality improvement programmes:

1. College conducts several seminar FDPs and workshops throughout a year. The objective of these programmes is to improve the subject knowledge, classroom delivery and overall faculty development.
2. Innovation and creativity in teaching-learning:

To enhance student centric learning different department use varied interactive lecture methodologies to facilitate quality learning. All departments are equipped with modern teaching aids like computers, charts models, maps.

Various quality initiatives for improving teaching learning process undertaken by the institute have been:

- A room for UGC and IQAC was allotted with computer, printer and internet connection.
- Feedback from students, alumini and parents have formally being taken and analyzed the data.
- Post Accreditation Initiatives.
- NCC senior wing for girls.
- Computer Lab, Language Lab established.
- The college has greater responsibility of equipping the students for better job prospectus. the IQAC works towards realizing the goals of quality enhancement and substance

File Description	Documents
Paste link for additional information	nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Government College Bundi, although a co-ed college, is always sensitive and empathetic towards social problems pertaining to the girls getting admissions in the college, and is always concerned with their betterment socially politically and economically. Time to time the college has organized many programmes touching the issue of gender equity.

- Safety and security of all the students teachers, non-teaching staff and the visitors to the college are always at first priority to ensure a safe campus and secured environment. The college has embarked upon the following initiatives.
- The regular presence of gatekeeper.
- A Grievance Redressal Box is there for students.
- There is an anti-ragging cell and sexual harassment cell in the college to deal with the problem.
- Maintenance of a first aid box by the office NSS and NCC unit.
- Separate washrooms for the male and female teaching and non-teaching staff and students.
- Identity Cards are issued to all students.
- A separate ramp facility for differentially abled people.
- College equipped with CCTV camera to ensure security of stakeholders.
- Gender Audit (2016-2021) has been done by the institution.
- Counseling: The College is willing to nurture a healthy environment for which counseling cell is set up for the benefit of students. Time to time counseling is provided

regarding studies and other personal problems.

- Mental Health Cell is established in the college for the students to retrieve them from their stress, depression, study pressure and other kind of mental issues regarding personal and study related.
- Common Room- The College has a separate girls common room with several facilities. It has washrooms, sanitary pad vending machine, notice board, furniture grievance box and several indoor games.
- To express their qualities a separate platform is provided to girls in the form of Women Cell. Various activities as debate, speech allocation singing, dance, rangoli, poster etc are organized and prizes are given to winners.
- The college also have separate NSS and NCC girls wings to promote women involvement in social and national responsibilities

Specific facilities provided for women in terms of:

1. Safety and security ü
2. Counselling ü
3. Common Roomsü

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/7.1.1%20Final.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste is an obvious culprit and pollutant contributing to landfills and toxins which harms the earth soil and atmosphere.

The College understands its institutional, social responsibility towards Environment Protection and practices waste management.

Solid Waste Management- To keep the campus neat and clean the College has placed waste bins at various places in the campus at classrooms, faculty rooms, administration offices, computer lab, library, corridor, washrooms, common room etc. Sometime the NSS volunteers and NCC cadets also clean the campus as a part of their activity.

Old newspapers, old files, old assignments etc. are given for recycling to external agencies. Solid waste is handed over to the municipal garbage cart for further processing composted pits are also made available in the college. Plastic waste, Broken Glass, Packing Papers, Samples etc. are disposed of in a tank separately made for this purpose only. The broken furniture is being right off periodically as per government norms.

Liquid Waste Management:

Liquid waste generated from the washrooms flows down the municipal sewage line. The Chemical discharged from the Chemistry laboratory are disposed in a separate tank outside the lab so that the waste doesn't mix up with the nearby soil where there is vegetation.

Biomedical Waste Management:

The Biomedical waste from zoology department is removed regularly. It is collected and disposed off by the sweepers and also dumped in especially dry pits.

E- Waste Management:

E waste cannot be disposed off without the permission of the government however the college maintains disposable waste in a planned way. The waste like, non-functional computers printers LCD projectors, non-functioning digital apparatus like motherboard, hard drive, keyboards, tables are stored in a separate room.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and	A. Any 4 or all of the above

energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards
5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

India is a country of multi ethnic culture where people belonging to religious, social, cultural and lingual identities live together harmoniously. Keeping this view in mind Government College Bundi tries to maintain harmony and try to create Goodwill among students. Most of the students taking admission in the college are local and belong to the nearby places and other districts of Rajasthan.

As per government rules admission process is carried out. Enough care is taken for specific earmarked seats of each category. In college extension activities participation of faculties, students and non-teaching staff are commendable. Each and every student along with faculty members are fully involved in the national development activities national festivals awareness rallies and government campaigns. The flex Board of environmental awareness, social harmony unity and moral values are displayed on the college campus. The Institute plays an effective role as a catalyst in the area to maintain peace and national integration. The College regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. The College thereby celebrates Independence Day, Republic Day, Gandhi Jayanti, Rashtriy Ekta Divas, Bhasha Divas every year with great honour and respect. These programmes organized by the college promote greater values of life, love, integrity, fraternity and Patriotism in the Minds of students.

The students and faculty visit old age home for plantation, Recreation and sometimes offer food sweets and lunch to old people. The NSS volunteers show regards to the armed forces for their services to the nation by collecting money from students, teachers and office staff of the college and handing over to the NSS cell for contribution to the armed forces Flag Day. The teaching and non-teaching staff of the institution donated in Chief Minister's Relief Fund during natural disaster in Kerala (flood) and covid-19 pandemic.

Thus a sense of commitment towards Nation society and responsibility towards humanity at large is instilled in the minds of the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The motto of the Institute is to enable the qualities of Liberty fraternity and equality among every stakeholder. The institute produce educated, excellent, efficient law abiding and dutiful citizens through value addition and inculcation of values that can be conducive to the growth of the nation and socially we strive to develop citizen who possess knowledge, skills and characters and who can lead to societal transformation and national development.

The Government College Bundi has both boys and girls NCC units that develop a human resource of organized, trained and motivated youth. This provides leadership in all walks of life and develops the spirit of adventure and ideals of selfless service amongst the youth of the country. They are motivated to be always available for the service of the nation. The NSS volunteers reflect the essence of democratic living and uphold the need for selfless service.

The students work with the belief of welfare of an individual as a whole and render selfless services to the community.

To encourage students in the socially useful and productive activities, a new programme called 'Anandam' is added in the curriculum where in all first year students and PG previous students are doing personal and group activities under the mentorship of the college faculty in 2020-2021.

Students of NSS, NCC and Rover Scout actively participated in times of COVID-19 Pandemic situation as a volunteer.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/7.1.9.pdf
Any other relevant information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/7.1.9%20F.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The Institution organizes National and international commemorative days, events and festivals with great zeal. Through the celebration of these events the students, teaching and non-teaching staff get to know the importance of national integrity in the country in general and their role in a particular. The following important events which we celebrate are:

- 25th January \National Voters Day in order to encourage the students to take part in the political process.
- 26 January Republic Day is celebrated every year to commemorate the adoption of the constitution.
- 8th March International Women's Day is observed in the college every year to help students to eliminate Discrimination Against Women.
- 14th April Ambedkar Jayanti is celebrated In the memory of the maker of Indian constitution Dr. Bhim Rao Ambedkar.
- 21st June International yoga day was celebrated by practicing yoga, Pranayam Meditation by students, teaching and non-teaching staff.
- Virtual celebration of International Yoga Day in collaboration with Government College Chittorgarh, Rajasthan.
- 15th August Independence Day a Grand event is celebrated every year by the College with the hosting of tthe flag by the Principal of the College.
- 8th September International Literacy Day is organized.
- 2nd October Mahatma Gandhi Birth Anniversary is celebrated in a befitting way through seminars and lectures on Gandhi Darshan.
- 150th Birth Celebration of Mahatma Gandhi related programs by NSS, NCC, Scout & Rovers & ISDC.
- Besides these events the College also has observed Van Mahotsav for creating awareness about planting trees and conserving forest among students. On Basant Panchami the Goddess Saraswati is worshipped to mark gratefulness towards intellect and arrival of spring in Nature.
- Anandam Days Celebrations:
 - Five online Anandam days were organised and the students conducted many socially productive projects, the reports of which were submitted to the College:

S. No.

Anandam Divas

YouTube Recording

1.

29.11.2020

<https://www.youtube.com/watch?v=pJ6W9n90QPM>

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4.

26.03.2021

<https://www.youtube.com/watch?v=mqeaQfLaseI&t=314s>

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1: FDP/Workshop/Webinar/Training Programmes

2020-21

- For the development of ICT skills of the College faculty, an online workshop was organized on 11/8/ 2020 by the ISDC in collaboration with CCE, Jaipur titled "E- Content Development and Delivery".

DAY 1: <https://us02web.zoom.us/j/87496408503?pwd=TG1ZcVg1ZlEyNVZ6dkFVQyt3TCtndz09>

DAY 2: <https://us02web.zoom.us/j/82336208896?pwd=dnpNaktGZ2dYK3JVb09qL0tsVDNYUT09>

- To support the Gyan Ganga program of the CCE, Jaipur two one week online subject-specific Faculty Development Programs were organised by the Department of History and the Department of Botany from 11/1/ 2020 to 16/1/2021 and 16/2/2020 to 21/ 2/ 2021 respectively

Link History:- https://youtube.com/playlist?list=PLEP_-yAMSf2RfULGjWnbJ3XgcLsygaZWp

Link Botany:- https://youtube.com/playlist?list=PLEP_-yAMSf2S6Cvm2SRMT4n92cyshGWSm

- Various online workshops, conferences and webinars were organised and conducted by the different departments and committees of the College during the session 2020-21

Dept/Committee

Activity

Duration

Date

Topic

Link

Sanskrit

National conference

One day

17/7/2020

?????? ??????? ?????????????? ???? ??????? ??????????????

o

Geography

International Workshop

Two day

24/8/2020 - 25/8/2020

Research Design

Day1: <https://www.youtube.com/watch?v=cchOSazTWX0>

Day2: <https://www.youtube.com/watch?v=9R1TBT0vcs4>

Botany

National Webinar

One day

02/9/2020

Sustainable Utilisation of Herbal Resources : Conservation and Challenges

<https://www.youtube.com/watch?v=ZXOuhpz1Mc8>

Hindi

National Webinar

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<https://www.youtube.com/watch?v=awXlBJBYjEw>

Rower Crew

National Webinar

One day

25/9/2020

Functioning of Rovering and Ranging in Government Colleges

Live on Zoom Only

ISDC

Webinar

One day

13/11/2020

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Consumer Club

Webinar

One day

22/2/2021

Budget terminology and Budget formation process

<https://youtu.be/4kACj8UoYLw>

Best Practice 2: Online Skill Development Programmes

2020-21

Practice-B

Today our College has made a district identity in the field of ICT state level programs, meetings trainings as scheduled by Commissionerate College Education and conducted and materialized by ICT lab of Government College Bundi.

1. Title- Online Skill Development Courses: (50 Hrs & 90 Hrs)

For the execution of Rajasthan governments point number 101 of budget announcement 2020-2021 The Commissionerate College Education Rajasthan started employment oriented skill development programs in session 2020-2021 for the students studying in Government Colleges. In compliance of this order under the ISD cell of Government College Bundi, the listed program was conducted at Online Mode complying with the guidelines of during the covid-19 pandemic for the students of Government College Bundi and other Government Colleges in the district were done.

For the first time in the entire state such courses were successfully conducted at online mode for the benefits of students by Government College Bundi.

As per the order number 152 dated 17-12-2018 in the series of letter CCE /ISDC/ skill / 2020 / 119 dated 9/11/ 2020 by Commissionerate College Education Rajasthan, a total of 50 Government Colleges selected in entire state, were allotted skill courses to conduct at online mode. Government College Bundi Had selected following four programs:

- Spoken English and Communication.
- Basic IT skills
- Tourism, Visit and Logistic Management.
- Agro Skills and Organic Farming.

From above mentioned list, ISDC of the College selected two

courses for students.

1. Objectives: The objectives of the Online Courses organised for students are the following:
 1. To develop employment oriented skills for the students studying in Government Colleges.
 2. To identify their abilities by doing self assessment among the students.
 3. To make students confident and knowledgeable and to prepare themselves for competitions.
 4. To make students ICT friendly and to built a basic technical knowledge.

Following two courses were conducted at online mode from courses suggested by Commissionerate College Education.

- Online Spoken English & Communication Skill Development Courses (50 hours)
- Online basic IT Skills Development Course (90 hours)

1. The Context: The entire world has been affected by the covid-19 Pandemic since the beginning of the 2020 session.

This global epidemic has affected higher education on a wider scale. Regular study of students and teaching work of teachers have been directly affected. At the same time along with academic work others educational activities including Soft Skills Development Programs, Events, Lectures, Workshops, Seminars etc. came to a complete halt. In the midst of this difficult situation Online Educational Tools are the only medium for teachers and students to interact with each other. Through this, not only the subject related study work but also some Skill Proficiency Training Program became available. A simple means of reaching towards students.

There is a significance decrease in communication skills among the students studying in the college mainly for the knowledge of English language. Also in this digital Revolution era of present day this stands firmly in Personality Development and grooming of students.

With the aim of taking necessary care about connecting students with Information Technology here, both of above mentioned courses reflect their significance. At present awareness of students from

online fraud, Bank stealing money, hacking accounts etc. cyber crime is very important so students here can make their family, friends and Society aware of the knowledge gained through such courses and this benefit from it.

Challenges during the covid-19 pandemic the attendance of students in the college was ensured in order of compliance with the rules of the state government and keeping in mind the physical and mental state of students the said skill courses were organised at online mode. During this period these are the challenges before us:

- Providing regular and uninterrupted training at online mode.
- To add more and more students to enroll to courses.
- Lack of availability of resources and knowledge of taking IT resources in students.
- Assessment of skilled trainers.
- Monitoring of students getting regular training.
- Adding Faculty Members as instructor for the courses.

Accepting all the challenges the ISDC team of Government College Bundi successfully conducted the above courses.

1. The Practice: Both skill development courses were conducted through established E-class in the college through Zoom Platform and live streaming on YouTube channel.

Uniqueness:

- Knowledge of various IT tools and apps was given both theoretically and practically by trainers.
- Both courses are available as live telecast as well as recorded playlist on ISDC YouTube Channel, allowing students to watch these courses at any time.
- In view of covid-19, successfully conducting online mode courses is a major achievement of the college.
- Inauguration and closing ceremony of courses was performed in the peaceful presence of Mr. Commissioner and other officers of Commissionerate College Education.
- Positive and energetic feedback from trained students proves its authenticity.

1. Online Spoken English & Communication Skill Development Course:

As per the meeting proceedings of the Innovation and Skill Development Cell a committee was formed by the principal to conduct the said course, online with the help of self financed, Self Financed Resource Management/ Public Support Training institution in compliance with the Commissionerate College Education Rajasthan the committee was committed to conducting the courses.

1. Total Registration: 414
2. Virtual Inauguration:12/10/2020
3. Chief Guest Shri Sandesh Nayak (Commissioner)
4. 50 hours content prepared for training.
5. Registration of students by creating Google form and sharing the link of form.
6. To communicate and exchange information among Organisers, Teachers and students, WhatsApp group has been constituted.
7. Necessary for arranging Skilled Instructors and other articles were approved from College's students Fund with the permission of Principal of College.
8. The banner, registration link of this course has been widely publicised by Social Media, Local Newspaper, WhatsApp Groups, Notice Boards, Websites etc.
9. Content was prepared for Inaugural Session and Training Schedule.
10. Technical Committee managed live telecast and recording on Streamyard Platform and ISDC YouTube Channel.

1. Total number of students benefited: 44
2. Attendance and regular tests held through Google form.
3. Online Training Timing was 2 to 4 pm daily.
4. Student's feedback was accepted of each training.
5. Closing Ceremony. 20/11/ 2020.
6. Total students who had successfully received training were sent e-certificate on their registered email.

B) ONLINE BASIC IT SKILL DEVELOPMENT COURSES (90 hours)

Presently students are required to have Basic IT knowledge. In the same sequence, in a Meeting chaired by the Principal, ISDC of college decided to held this course. It was decided to organise this course by giving approval of expenditure from College Students Fund.

1. 90 hours course content has been prepared.
2. Banners, Online Registration, Google link, WhatsApp Groups

has been created.

3. Widely publicised by Local Newspaper, Social Media, Websites, Notice Boards etc.
4. The total number of students registered were:
5. Live Telecast Platforms and live Streaming through YouTube Channel of ISDC College was prepared.
6. Total Registration: 352
7. Inauguration 27/01/2021.
8. Chief Guest Shri Sandesh Nayak (commissioner).
9. Trainers from college and Society and other related agencies were hired.
10. Attendance and feedback forms accepted through Google link.
11. Online class timing 2 to 4 p.m. & 7:20 to 9:30 p.m.
12. Evening Classes were made possible only for the selfless services of our Faculty Members, Technical Staff and managed from their home.
13. 59 students attended course successfully.
14. Closing Ceremony 27/03/2021
15. Students who had successfully completed their course were provided certificates.

Limitations:

- o The duration of course was kept from 50 to 100 hours.
- o 85% attendance of students involved had to be made compulsory.
- o The efforts of Faculty/Trainers is to be organised at college level for free cooperation with trained person/ institution etc.
- o It is necessary to organise the training program from December 2020 to March 2021.
- o Registration in courses was to be done by the college to determine the procedure for conducting the courses evolution and issuing certificates.
- o Above course was organised under the supervision of ISDC of Government College Bundi.
- o After the completion of the said course it is mandatory to prepare report, send the photo, news to the Commissionerate College Education, Rajasthan Jaipur.
- o In these courses only regular students studying in Government College, are eligible.
- o Many students were unable to participate in course due to less availability of IT Resources.

1. Evidence of Success:

The online courses were telecasted daily without any interruption through the technical team of College with the help of Zoom platform and Streamyard, the above work was telecasted along with recording on YouTube Channel in the perfect manner. The feedback forms received from trained students.

Demonstrating its success

Evidence of 50 hours Online Spoken English and Communication Course:

Streamyard Link:

YouTube Link: ISDC GC Bundi & CERAJGCBUNDI CLASS

<https://www.youtube.com/watch?v=hsaOoodkH2w>

<https://www.youtube.com/watch?v=x0DWMd738YE>

Playlist link: https://www.youtube.com/watch?v=_Ky21tkTMAc&list=PLEP_-yAMsf2Qr1ObHAc-r1E5fsVqcuiWA

Google form Link: <https://forms.gle/dA1op9eHVEry8edL9>

WhatsApp Groups Link:

<https://chat.whatsapp.com/LxkVQkzhByl96bFM4qn7Gb>

File Description	Documents
Best practices in the Institutional website	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/best%20practices%202020-21.pdf
Any other relevant information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_bundi/uploads/doc/other%20practices.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The NEP 2020 emphasizes the use of ICT in Higher Education. Our institute uses the latest technologies in daily routine work and in teaching - learning practices, competently. Previous visit of

NAAC team pinned down the limited use of ICT as a weakness of the College. Since then, we have paid special attention to develop ICT and make it our distinctive institutional feature. The institute has its own recognition as ICT centre for CCE Rajasthan. Some of the institutional ICT approaches are cataloged below:

The infrastructure:

At present, the institute boast about a well developed IT infrastructure that includes Wi-Fi campus, CCTV cameras, smart class in Geography department, well furnished E-class, Computer lab, Language lab, library, reading room, all the departments and IQAC, NCC, NSS, ISDC cells, smart class in Geography department with the internet connectivity. Interactive Boards for teaching purpose are available in Geography, Botany and Zoology departments. The AC cooled seminar hall of institute, having capacity of 250 persons, is well equipped with ICT Facilities such as e-podium, Computer, Mike system, Projector, Projector screen.

Honorable CM of Rajasthan bestowed the "e-Gov Rajasthan award 2017" to Dr. Dilip Kumar Rathore for his praiseworthy contribution in conducting a variety of IT training and FD programs and prominent instrumental support to e-governance by the Department of Higher Education, Government of Rajasthan.

Our institute's library, the first computerized library in the history of government colleges of Rajasthan, uses Alice for windows software. A student may search online all the books available in the library through open access search link. Since 2019-20, the free of cost specialized services such as downloading books, e-journals, thesis, dissertations and other database services provided by DELNET are being availed by the staff and the students.

The E-Class has a distinct identity and many a times the CCE utilizes our E-class for state level monitoring of various programs. Since its inception it is being used for live teaching and recording of offline lectures by the faculty. The offline recorded lectures are available on the College's YouTube channel. Also, during the live classes, the students may interact and clarify their queries with the teacher concerned. Each and every event of institute that required ICT facilities has been conducted by e-class. We have the proud to say that the IT support in the first State level meeting of the advisory committee of the online Lab Learning Programme on 17.04.2021 and launching ceremony of MOOC Programme on 22.04.2021 was provided by our E-Class.

Use of ICT in Student Learning and Faculty Development Processes:

A team of IT proficient faculty had organized several online skill development and FDPs at the state, national and international level:

- Contribution of e-videos in Gyan Sudha YouTube channel of CCE.
- Uploading of 92 Mobile recorded e-videos in YouTube channel of CCE.
- Subject- and class-wise online e-videos are available to students on our seven functional YouTube channels.
- A 50 hour online Spoken English & Communication Skill Development Course. The depository is available on the College YouTube channel.
- A 90 hour free Online Basic IT Skill Development Course that benefited 59 students.
- 4171 e-videos, PDFs and other teaching material accessible to the students through the Google drive link of the college created by CCE as Rajiv Gandhi e-contentBank.
- Organized 04 online Anandam Divas.

Our institute organizes online training programs and workshops in various fields not only for its students but also for the Faculty and the Staff:

- State level webinar on "Prospects of Teaching and Learning Processes in Higher Education: Post covid-19 scenario". (21.06.2020).
- State level Online workshop on e-content development and delivery. (11.08.2020).
- One week Online Training Program: Initiative for Teaching Learning Excellence in History/ Gyan Ganga, History (11.01.2021 to 16.01.2021) and Gyan Ganga Botany (16.02.2021 to 21.02.2021).
- Online International Workshop on Research Design. (24 and 25.08.2020).
- State level webinar "Relevance of Modern Sanskrit Story in Projecting Contemporary Society" (08.08.2020).
- District level webinar "Hindi Upanyas: Vividh Vimarsh" (03.09.2020).

- National webinar "Sustainable Utilization of Herbal Resources: Conservation and Challenges" (02.09.2020).

Keeping in mind our social responsibility, a number of online workshops, quizzes and webinars have been organized to generate social awareness and to educate the community:

- National workshop (05.09.2020).
- Online Covid-19 quizzes.
- Webinar "Budget Terminology and Budget Formation Process" (22.02.2020).
- Webinar "Aadhunik Bharat ke Nirmata evm Panchsheel Sidhant" (13.11.2020).
- Webinar "????????? ??? ??????? ??????? ??? ?????? ?? ??????" (06.12.2020).
- State level online workshop "NSS: Implementation & Action Plan" (04.09.2020).
- National webinar 'Prospects of Teaching and Learning Processes in Higher Education: Post COVID -19 Scenario' (21.06.2020).
- State level online workshop (25.01.2021).
- Online webinars under Ek Bharat Shreshtha Bharat program, (22.6.2020, 30.7.2020 and 29.8.2020).
- Online public awareness programmes under the Public Discipline Pakhwada and Red Alert Public Discipline Pakhwada.
- State level webinar to follow Corona Guidelines (27.04.2021).
- Tehsil-wise online webinars to strict compliance of Corona Guideline.
- A collaborative online webinar about the Bank's placement procedure.

In the last five years we have laid special emphasis to develop ICT resources and their optimal level in various fields. Use of ICT for student centric schemes has become GCB's one of the most distinct feature and extolling all over the State by the students, the faculty, the parents, Community, Society and the concerned authorities at the Divisional, Regional and State level as evinced through feedback letters. We, as a team, are working towards developing new Modules in various National and Regional languages so as to make our College a LMS (fully) developed institute.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Future Plan for the Session 2022-23

The future plan for the session 2022-23 has been prepared by IQAC committee on the basis of minutes taken in the staff council, Proposals submitted by all departments, Cells, Units and IQAC meetings as follows:

1. Portable sound system in Music Department
2. Cemented platform for the Flag hosting will be prepared in the front of main building of college.
3. Colouring of All buildings of College Campus.
4. Roof repairing of main college building.
5. Five new classrooms will be constructed.
6. Virtual Lab with 30 Computers, High speed internet & electricity backup.
7. Cultural dyes will be prepared
8. Water Harvesting system on Main college building
9. Auditorium
10. Solar system up to 10kw
11. All Laboratories repairing work
12. Optical Race Court for NCC
13. All Labs will be installed with Digital board & ICT equipments.
14. Fume-hood instrument for labs
15. Learning software for Language lab
16. Furniture for the departments
17. Racks, Elmira for Library & other departments

18. ICT equipments like Xerox machine, Printers, Computers etc.
19. CCTV
20. Sports & Gymnasium items
21. Toilets, ramp & water facilities for Divyang
22. Scanner, printers and software for Dviyang
23. Indoor & Outdoor sports ground
24. Industrial RO
25. Canteen establishment
26. MoUs with Government and non-government bodies for the development/growth of students and institution.
27. Establishment of Organic farming/Vermi compost units for the skill development of students.
28. Establishment of Fully LMS
29. Establishment of smart science lab
30. Facilities will be increased in staff room, Girls Common Room etc.
31. Green Audit, Gender Audit, Environmental Audit, Academic and Financial Audit will be done.
32. Feedback of students, Teachers, Alumni, Employer and parents.
33. Girls hostel construction
34. Establishment of NTA centre
35. Increased Internet speed up to 200mbps