



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT COLLEGE KARAULI
Name of the head of the Institution		Dr. Gyaneshwar Meena
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07464250023
Mobile no.		9413481919
Registered Email		pgcollegekarauli@gmail.com
Alternate Email		yadav721980@gmail.com
Address		Near Circuit House
City/Town		Karauli
State/UT		Rajasthan
Pincode		322241
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr Surendra Yadav
Phone no/Alternate Phone no.	07464250023
Mobile no.	9460726646
Registered Email	yadav721980@gmail.com
Alternate Email	pgcollegekarauli@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_karauli/uploads/doc/Revised%20AQAR%202018-19.pdf
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4. Whether Academic Calendar prepared during the year

if yes, whether it is uploaded in the institutional website: Weblink :	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_karauli/uploads/doc/Academic%20Calendar%202019-20.pdf
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5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	76	2005	21-Sep-2005	20-Sep-2010
2	C	1.78	2015	15-Nov-2015	14-Nov-2020

6. Date of Establishment of IQAC

04-Dec-2010

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Meeting of Internal Quality Assurance Cell	14-Feb-2020 01	10
Meeting of Internal Quality Assurance Cell	13-Mar-2020 01	10
Meeting of Internal Quality Assurance Cell	18-Mar-2020 01	10
Meeting of Internal Quality Assurance Cell	17-Jun-2020 01	10
Academic Administrative Audit (AAA)	20-Feb-2020 07	44
Feedback from all stakeholders collected	10-Mar-2020 10	4081
All India Survey on Higher Education	31-Jan-2020 05	44
National Conference on Gender Equality	23-Dec-2019 02	350
First Add Training Programme	21-Jan-2020 01	130
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of College Education	Plan Non Plan	Government of Rajasthan	2019 365	132608920
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities

No

during the year?

12. Significant contributions made by IQAC during the current year(maximum five bullets)

- Green Campus coloured dustbins, banning straws in canteen, replacing old bulbs with LED and applied for solar panels, Ewaste collection centre.
- Self Defence course for the First year students
- Modules/templates for Teaching methodology, Remedial Teaching, Mentoring, Placements, Career guidance, ,
- Guest lectures

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

Plan of Action	Achivements/Outcomes
Encourage staff for Paper presentation	Large number of faculty members publish their papers
Alumni engagement	Each department to get in touch with at least five alumni and get their feedback in the form prescribed.
college web site Website upgraded and updated regularly	records of updation maintained
Intensive co-curricular activities	Conduct co-curricular activities with the help of NCC, NSS Scouts.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Staff Council and IQAC	27-May-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

31-Jan-2020

17. Does the Institution have Management Information System ?

Yes

<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>College has use three types of MIS modules 1. Online Admission (DCE app): This module allows for single window admission procedures. 2. SSO : This module is single window for all works related to scholarship, Service record Management, 3. Pay manager : Pay Manager is the Pay Bill Preparation System. It provides the common and integrated platform to prepare the pay bills of the employees. The Software not only provides the facilities for Pay bill Preparation but also Preparation of DA Arrear, Bonus, Arrears and Leave encashment Bills. This module is single window for all works related to Financial Activates</p>
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Government College, Karauli is currently having the following mechanisms for effective delivery of curriculum. i. At the beginning of an academic session, departmental meetings are held in every department in which the topics in the syllabus are distributed to the teachers after discussion with them. ii. Number of classes for each topic is decided according to the syllabus and credits (PG) assigned to each topic/Group/paper etc. iii. College administration provides a well-constructed weekly Routine/Schedule/ time table for each year for both UG and PG classes. iv. Departmental Heads prepare the routine which is approved by the Principal duly. v. Teachers prepare their lectures according to the syllabus allotted and classes available. vi. Classes are held according to the schedule under the supervision of college administration. vii. We have a very rich central library with open access system and many departments have their rich Departmental libraries too for the benefit of the students. A good number of Journals (Science, arts and commerce) are subscribed by our college. Inflibnet(e-books and e-journals) facility is available for teachers and also for the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Food Processing	13/01/2020	78
English Spoken	13/01/2020	65
Elementary Computer	13/01/2020	79
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Student's feedback is filled by both UG and PG Students During examination in the college. Attendance of each student is mentioned in the feedback form. Feedback is received on varied aspects of the college including location, office, canteen, laboratory, library, administration and academics. The points are calculated according to the grades given by the students in various criteria. The grades are given as A, B, C, D, E (where A5, B4, C3, D2, E1). The Average and percentage of various criteria are calculated. The strength and weaknesses mentioned by the students are summarized. Feedback is also collected from the parents during Parent Teacher Meetings (PTMs) that are organised by each and every department of the college. Suggestions and comments given by the guardians are also taken into account for future development. Feedback is also collected from the Teachers on the end of academic year. Feedback is includes infrastructure, Curriculum, college academic environment etc. The different areas where improvements are required are discussed in respective committees/departments. The proposals given by the different committees and</p>

departments are discussed in staff council of the college for necessary

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	Botany	30	177	28
MA	Geography	20	198	20
MA	Political Science	60	178	60
MA	History	60	158	60
BCom	ABST EAFM BAdm	80	56	40
BSc	Maths and bio	352	1203	352
BA	Social Science and Humanities	1200	1977	1200

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3865	216	30	Nil	14

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
44	44	1	1	1	1

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring system is available in College. At the beginning of the academic year, each teacher is assigned mentorship for 85 students. At the beginning of the academic year, a detailed orientation and introduction session is held with mentee, A time is allotted for mentoring by the intuition which is made known to the students through the academic calendar uploaded on the website. Besides the mentors also inform the students. At the end of the academic year, the mentor has to file a report of the type of interactions they had with their mentees and the outcome of the same. Based on the nature of problems faced by the students for e.g. confusion about career options, the faculty will occasionally also organize programs and lectures for the same. Personal problems faced by the student are addressed and referrals to the counsellors are made accordingly.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4081	44	1:93

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
59	44	15	Nil	19

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NA
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	MSc Botany	Semester	09/09/2020	07/12/2020
MA	MA Geography	Year	28/09/2020	05/12/2020
MA	MA Political Science	Year	16/10/2020	04/12/2020
MA	MA History	Year	16/10/2020	04/12/2020
BCom	BCom	Year	29/10/2020	30/11/2020
BSc	BSc	Year	29/10/2020	30/11/2020
BA	BA	Year	29/10/2020	30/11/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has to follow the University of Kota, Kota Guidelines for annual final examinations but college has also conduct internal evaluation tests twice in a year with the self-regulated guidelines. College has conduct field based and experiential learning assignments in PG level courses. Innovative evaluation tools used in PG classes such as visual arts (short films, wall painting documentaries) assignments, group discussion, seminars etc. Students are also encouraged to present papers in conferences, papers and seminars or have publications in peer reviewed journals. Innovative reforms initiated on continuous internal evaluation are Journal writing and creative vision board. The examination committee has made some reforms in the internal assessments. To ensure transparency and accountability, Upon evaluation of the students' performance, the marks awarded are shown to them.

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

words)

The principal along with the IQAC and coordinators of different committees prepares the academic calendar according to guidelines provided by government of Rajasthan, commissionairet college education and University of Kota. It has discussed at the staff council and accordingly changes are made if any. The academic calendar also contains the schedule information of the Internal assessments and the final examinations. Besides the college academic calendar every department prepares its own schedule of co-curricular and extracurricular activities for its students. The same is informed to the principal

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_karauli/uploads/doc/Course%20and%20Programme%20Outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MSc Botany	MSc	Botany	24	24	100
MA Geography	MA	Geography	18	18	100
MA Political Science	MA	Political Science	40	40	100
MA History	MA	History	43	43	100
BCom	BCom	ABST EAFM BAdm	45	45	100
BSC	BSc	Maths and Bio	275	273	99.27
BA	BA	Social Science and Humanities	608	578	95

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2.7 – Student Satisfaction Survey

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

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_karauli/uploads/doc/Student%20Feedback%20Report%202019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	NIL	0	0

Any Other (Specify)	0	NIL	0	0
International Projects	0	NIL	0	0
Students Research Projects (Other than compulsory by the University)	0	NIL	0	0
Projects sponsored by the University	0	NIL	0	0
Industry sponsored Projects	0	NIL	0	0
Interdisciplinary Projects	0	NIL	0	0
Minor Projects	0	NIL	0	0
Major Projects	0	NIL	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NA	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NA	NA	Nil	NA
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NA	NA	NA	NA	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	2	Nil
National	EAFM	1	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Botany	2
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NA	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NA	NA	Nil	Nil	Nil	NA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	19	Nil	Nil
Presented papers	15	68	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness Programme	Jeevan aasharam sansthan, Jaipur (NGO)	3	15

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Wrestling	2nd position	Government of Rajasthan	1
Divisional Level Speech Competition	Participation	NSS	2
Divisional Level Essay Competition	Participation	NSS	1

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Awareness	NSS	Road safety	3	150
Awareness	NSS	Nasha mukti	3	150
Awareness	NSS	Blood donation	15	200
Awareness	NSS	Voter awareness	15	200
Ek Bhart Shrstth Bharat	NSS	Propagate language culture of parietal state	40	162

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NA	NA	0

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

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

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NA	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
288000	288000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LibSoft	Partially	HSN997331	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	51423	8996100	45	6000	51468	9002100
Reference Books	14745	4677364	110	14000	14855	4691364
Journals	3	12000	Nil	Nil	3	12000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Raffiq Ahamad	Other Government Initiatives	YouTube	08/04/2020

Dr Surendra Yadav	Other Government Initiatives	YouTube	28/03/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	42	2	2	0	0	1	0	20	0
Added	0	0	0	0	0	0	0	0	0
Total	42	2	2	0	0	1	0	20	0

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
E class	https://hte.rajasthan.gov.in/college/gc_karauli/video_lectures_eafm
E Class	https://hte.rajasthan.gov.in/college/gc_karauli/e_content_science

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
85000	85000	2076000	2076000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has a well-organized and decentralized mechanism of maintenance of physical, academic, and support facilities through constituting different committees. Student Fund Advisory Committee Management of student fund collected is under the purview of Principal, assisted and advised by Students Funds Finance Committee. This Committee frame rules, define the power of expenditure to be exercised by the various committees and deal with matters related to the proper utilization of funds as per the state government directions. College Development Committee College Development Committee comprises of Principal (Chairperson), MP and MLA, Chairperson of Municipal Council, Assistant Director-College Education, Viceprincipal/Senior Faculty member (Secretary), Two eminent academicians, Two parents, One Member Nominee (Nominated by Principal from existing faculties). CDC conducts a minimum of 3 meetings in academic session to discuss and prioritize demands laid by various departments. It generates and manages extra funds from government and non-

government agencies in favour of college for infrastructure and academic maintenance. Purchase Committee For maintaining the transparency in the procurement process, a purchase committee comprising of Principal, two/three senior faculty members, store in charge and accounts personnel exists. Demands for all infrastructure requirements with the approximate budget are laid by the departmental heads or committee in-charges. Every purchase strictly follows GFAR rules. Building Committee and Maintenance committee Building Committee makes necessary arrangements for adding new academic infrastructure and care of the maintenance of the building in the college as per the need of the institute. This committee liaison with the PWD or other agencies as notified by the state government for civil work. Committee verifies the civil work carried out by contractors. Maintenance committee takes care of any ad-hoc maintenance on the part of electricity, plumbing, instruments office makes the arrangements according to the demands raised by the departments and as per the direction of the maintenance committee. Library Committee Since last few years library is not supported by librarian considering this library committee strategically sketch/draft the smooth functioning of the library for maximum utilization of the library. Departmental In-charge with a consultation with the faculties provides a list of books to library committee for purchase. IT Committee IT committees look after the maintenance of the IT infrastructure and the usage policies. Website coordinator ensures the updating of the college web portal. Cleanliness Committee Cleanliness Committee takes care of the cleaning of campus area as well as classrooms and labs, conducts programmes with the collaboration of government and non-government organizations. The committee supervises the rainwater harvesting and water conservation and management. Sports Committee The committee consists of the Director physical education, faculty members and Store incharge. Sports Committee supervise the management and execution of sports and the Physical Education-related activities, including the procurement and maintenance of all types of sports inventory.

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_karauli/uploads/doc/Procedures%20and%20Policies%20for%20Maintaining%20and%20Utilizing%20Resources.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	State Government Funded	2905	16804000
b) International	NIL	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Mentoring	15/07/2019	4081	College
Personal Counselling	15/07/2019	500	College
Remedial coaching	10/02/2020	150	College

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	competitive examination training "Pratiyogita dakshta	250	300	20	Nil
2020	competitive examination training "Pratiyogita dakshta	250	300	20	Nil

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
10	10	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	NA	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	170	BA, BSc	Faculty of Arts and Faculty of Science	Same College	MA (Political Science, History, Geography) and MSc. Botany

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

Items	Number of students selected/ qualifying
NET	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Cultural and Prize Distribution Programme	College	68
Annual Sports day	College	130
Arjun Drasthi Sports Programme	District Level	150
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	NA
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college student's union is student body that represents the interests of students in college administration. It is a platform responsible for organizing various student activities. The administrative body consists of president, vice president, general secretary, joint secretary. The principal along with staff advisor provide guidance to the student leaders of student union. All the student office bearers are elected by the students through a democratic and transparent process. The student representatives are also members of the college committees such as cultural committee, disciplinary committee, IQAC, Vikas Samiti. This enables the participation of the students community in taking major decisions concerning the curricular and co-curricular activities of the college. The students union organizes many noteworthy events throughout the year such as cultural, literary, sports.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

525

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Committees : Various committees are formed for the smooth functioning of the college. The Coordinators of the committees are given responsible freedom to conduct academic, co-curricular and extra-curricular activities for the holistic development of the students with consultation of the committee members and after obtaining the approval of the Principal. 2. The Principal allows the departments to conduct their activities academic and curricular as well as extracurricular without interfering in the planning and execution. The concerned department needs to inform her about the details of the activity. The management always asks the staff either at the IQAC meeting or staff meeting for suggestions before taking any decision. If the decision is with regard to administration then the administrative staff is asked for suggestions.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	College is a affiliated college there for we totally depend on affiliating university in Curriculum Development but some of faculty members are member of BOS in university and departments are also send his views to university.
Teaching and Learning	Participative learning is adopted through practical demonstrations, field visits, and industrial tours. PG Associations provide students exposure to become confident, language proficient, develop communication skills and gain better insight of their subject through delivery of seminars. Student feedback was taken, analysed and corrective measures taken by IQAC. Principal of the college is Dean of Social Science and member of Academic Council of affiliating University. The faculty members have participated in BOS/Exam Panel/BOM of University.
Examination and Evaluation	Examination forms are submitted online. Absentee statement is uploaded on exam portal of university after an hour of commencement of each exam. Assignments, internal exams and seminars are part of curriculum in PG Science. Other PG Departments conduct seminars and guest lecture to make

	students learn way of expression and share ideas. Exam related grievances of students forwarded by college administration are redressed by the university.
Research and Development	5 registered PhD supervisors in the college. The college faculty has a credit of research publications in UGC notified journals including in CARE list. The college faculty has a credit of books/chapters in books/ conference proceedings etc. and have participated and presented papers in Seminars/conferences.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a spacious library and uses barcoding for books circulation. Library stocks 63000 books including text and reference books. Library has been done his smooth function with the help of librarian, a library committee and contractual worker. College has 08 well equipped laboratories.
Human Resource Management	There were 44 teachers against 59 sanctioned teaching posts in 2019-20. Manpower planning is done according to the teaching workload of the institutions. Recruitment of faculty is done by RPSC. Manpower records - service books, personnel file, GPF and SI of employees are maintained by Establishment and Accounts section. Annual Performance appraisal of faculty is done by the Principal. Complaints, disputes and disciplinary actions are handled by ICC, Principal.
Industry Interaction / Collaboration	NO
Admission of Students	Student admissions, both UG and PG, are completely online according to the rules and regulations of admission policy issued by Government of Rajasthan. Admission related information is available on the College website. Seats are reserved for SC, ST, OBC, MBC, EWS as per quota decided by State Government. Committees for UG and PG are formed for online admissions. Document verification is done online for all applicants and offline for those in the admitted list.

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

E-governance area	Details
Planning and Development	Institutional strategic planning is governed by UGC guidelines and policies

as directed by the Department of College Education, Rajasthan, Jaipur. A number of committees are formed for addressing development of infrastructure, enhancement of institutional quality, research activities, faculty development, cultural enrichment, etc. Budget planning is asked by state government in the beginning of financial year using IFMS modules.

Administration

Regular administration work is enrouted through <http://hte,rajasthan.gov.in/dept/dce> Rajasthan Single Sign On is an initiative by the state government which provides various services for students and colleges. SSO provides Admissions, Scholarships, No Objection Certificate for Private Colleges, College Website Management, E- Library and Sampark (an innovative effort to lodge complaints of the common people and get redressal of problems). Many employee-related activities such as biometric attendance, General Provident Fund, Sate Insurance, Property Return etc. are managed by this portal.

Finance and Accounts

PayManager is the Pay Bill Preparation System, an integrated platform to prepare the pay bills of employees. IFMS is an umbrella system, of state government, covering all financial- modular systems and their integration. It is used for Demand, Distribution and disbursement of the budget. College is also accessing PFMS for all plan and Centrally Sponsored Scheme specially RUSA. The Rajasthan State Public Procurement Portal (SPPP) of Government of Rajasthan is used to publish Bidding documents, amendments, clarifications. Besides SPPP College is also a member of GEM a self-sustaining and user- friendly portal for making procurement by Government officers.

Student Admission and Support

Admissions process is completely online through DCE app designed and developed by DoIT, GoR and a number of scholarships like CM scholarship, Social Justice and Welfare Scholarship, Scooty for meritorious girls and for MBC girls too are disbursed to students online through SSO portal. We have well developed mechanism for parent's feedback.

Examination	<p>Kota University, Kota, the affiliating university also executes and manages the data by Student and College Portal. The student portal provides access to enrolment and examination forms, Hall ticket and Mark sheets. College Portal allows the college to complete all the examination related activities like verification of enrolled students and examination forms uploading the examination attendance and marks. External practical marks and Internal exam marks for theory and practical's are uploaded online by internal and external examiners.</p>
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6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Natthu Singh	RUSA	RUSA	4000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	NIL	Nill	Nill	Nill	Nill
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course, HRDC-University Of Rajasthan , Jaipur	1	24/02/2020	07/03/2020	13
Induction Course, HRDC-University Of Rajasthan , Jaipur	1	04/11/2020	30/11/2020	27

Short Term Course, HRDC-University Of Rajasthan , Jaipur	1	07/10/2019	12/10/2019	06
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
44	Nil	10	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The college facilitates the reimbursement of medical bills to all faculty members. Faculty club facilities are provided by the college to the faculty members who include activities related to sports and recreation. The college provides group accident insurance facility to all faculty members as per the instructions of the state government.	The college facilitates the reimbursement of medical bills to all non-teaching staff members. The college provides group accident insurance facility to all non-teaching staff members. as per the instructions of the state government. Sports facilities are provided to all non-teaching staff members.	The college provides accident insurance facility to all students as per the instructions of the state government. College also provide carrier counselling facilities to Its students. Health camps are organized by the college from time to time.

6.4 – Financial Management and Resource Mobilization

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

The institution has both internal and external audit mechanism. Internal audit is done as and when required throughout the year by the Internal Audit Committee formed by the faculty members of the college. The committee takes up audit tasks such as checking bills, verifying bills from the store, verifying whether the correct bill amount has been entered in cash-book. Thereafter the bills are countersigned by DDO, Drawing and Disbursing Officer of the institute. External audit (physical and Financial) is done by the Director, Directorate of Inspection, Government of Rajasthan and AG Office of Central Government which also does financial audit.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NA
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6.4.3 – Total corpus fund generated

112458603

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	AAP CCE	Yes	IQAC
Administrative	Yes	AAP CCE	Yes	IQAC

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

Receiving feedback as helpful in understanding students state of mind. To act as a bridge to reach the expectations of the students to the college. To act as a medium in making the college familiar with the needs of the society and connecting it with the society.

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

To provide skill development training. To get acquainted with computer training and new technology Allotment of tasks according to the interests of the employees.

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

Encouraging the use of information technology based technologies. Efforts to make the Alumni Council more powerful Endeavour to provide availability of employable courses to students Working for improving the functioning and quality improvement of the library.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Meeting of Internal Quality Assurance Cell	14/02/2020	14/02/2020	14/02/2020	10
2020	Meeting of Internal Quality Assurance Cell	13/03/2020	13/03/2020	13/03/2020	10
2020	Meeting of Internal Quality Assurance Cell	18/03/2020	18/03/2020	18/03/2020	10
2020	Meeting of Internal Quality Assurance	17/06/2020	17/06/2020	17/06/2020	10

	Cell				
Nil	Academic Administrative Audit (AAA)	13/02/2020	13/02/2020	20/12/2020	44
Nil	Feedback from all stakeholders collected	10/03/2020	10/03/2020	18/12/2020	4081
Nil	All India Survey on Higher Education	24/01/2020	24/01/2020	31/01/2020	44
Nil	National Conference on Gender Equality	23/12/2020	23/12/2020	24/12/2020	350
Nil	First Add Training Programme	20/01/2020	20/01/2020	20/01/2020	350
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Letter reading competition on the topic of women safety and law	06/11/2019	06/11/2019	86	24
Poster competition on mother theme	07/11/2019	07/11/2019	95	25

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	60
Provision for lift	No	Nil
Ramp/Rails	Yes	60
Braille Software/facilities	No	Nil

Rest Rooms	No	Nil
Scribes for examination	Yes	60
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	04/09/2019	01	Formation of College alumni Association	Development of College and community connect	100
2019	1	1	12/10/2020	01	Student-Parents meeting, Parents-teachers meeting, principal student meeting	Students problems likes-mental stress, study problems, employment problems etc. Students problems likes-mental stress, study problems, employment problems etc.	350
2020	1	1	25/01/2020	01	Student-Parents meeting, Parents-teachers meeting, principal student	Students problems likes-mental stress, study problems,	370

					meeting	employmen t problems etc.	
2020	1	1	10/02/2 020	01	Student- Parents meeting, Parents- teachers meeting, principal student meeting	Students problems likes- mental stress, study problems, employmen t problems etc.	500
2020	1	1	15/02/2 020	01	Student- Parents meeting, Parents- teachers meeting, principal student meeting	Students problems likes- mental stress, study problems, employmen t problems etc.	580

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus 2019-20	01/07/2019	Rules of conduct and rules related to the venue, prohibition of raging university ordinance 1988, to write ideas on the corridors, class rooms and staff room walls of the college
Constitution for Students Union	02/08/2019	A separate constitution for defining and regulating the activities of the Student Union is also enforced.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood Donation Camp	15/02/2020	15/02/2020	200
Quiz competition on AIDS awareness	29/01/2020	29/01/2020	120
Poster competition on the	15/01/2020	15/01/2020	85

topic of importance
of blood donation

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

Plantation in Campus through N.S.S, N.C.C, YDC And Staff Council. Dustbin Plastic prohibited College campus, avoid disposal glass and cup No smoking zone 100 meter from campus Systematic Whical Parking Replacement of tube lights with CFL/LED as they run out across the campus. Incinerators for sanitary pads in each of the restrooms. Chemistry and biological laboratory glass waste collected and disposed separately. Use of waste water for gardening. Rain water harvesting open well and bore well recharge re-use of coolant water.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices 1 Establishment of Mental Health Counselling Centre Rapidly changing social conditions have adversely affected the mood of the youth. The youth is slowly starting to feel frustrated. The Mental Health Counselling Centre has been established on 23 December 2020 in the college for the solution and counselling of problems like depression, insecurity and fear among the youth. Through this centre, efforts are made to solve the problems not only of the students of the college but other youth of Karauli. The centre analyses the mood of the students through a variety of interactive activities and also liaises with their parents to resolve it. The center has so far provided counseling to 700 students. The center receives the help of local psychiatrists for its work. In order to remove stress and depression among the students, the Center periodically organizes many entertainment programs so that the students can forget their problems and enjoy life. The Center also organizes various workshops for teachers to develop methods of study that can provide opportunities for students to learn in a stress-free environment.

Best Practices 2 Competitive exam preparation In the current competitive times, the competition for getting employment opportunities in the students has increased tremendously. At such a time, students have to face double problem, they have to complete one more their college education, while on the other hand they have to prepare for competitive examinations. In such a situation, the students have to face extreme mental stress. Keeping this problem of the students in mind, a program called Competition Efficiency has been started by the college through which the students of the college are imparted training to obtain various government and private jobs. This year about 1100 students in the college have benefited from this training program. Under this training program, students are prepared for intensely competitive examinations by subject matter experts and also from time to time in collaboration with various sections of the society Free books are provided.

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

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_karauli/uploads/doc/Best%20Practices%202019-20.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Government College Karauli is located in one of the most backward districts of India, since its establishment in 1960, it has been making efforts to spread education in this extremely backward area, Despite its nature and limited resources, the college strives to provide qualitative higher education in this

tribal dominated area. This objective is attained through concerted efforts aimed at the holistic development of tribal girls in particular so as to enable them to become participants and contributors with the mainstream society. We are committed to providing quality education to the first generation learners from the tribal regions. Ensuring student participation in community service, proficiency in communication and analytical skills, nurturing critical thinking, developing soft skills as well as a sense of moral and social responsibility is primarily focused. The institution has been striving towards achieving the stated objective of "Providing higher Education and Research opportunities to the students of the weaker section, specifically Scheduled Tribe students". Two residential hostel equipped with all modern facilities is under construction with the grant of Rs forty lakh from UGC and Rs Three crore from the TAD department, Government of Rajasthan.

Provide the weblink of the institution

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_college_karauli/uploads/doc/Course%20and%20Programme%20Outcomes.pdf

8.Future Plans of Actions for Next Academic Year

The college will make the following efforts to fulfill its academic obligations more vigorously in the next academic session. • A meeting will be held to familiarize the employees with the changes in the procedure for NAAC accreditation and certification. • The process for the third cycle of NAAC accreditation and certification will be started as early as possible. • Teachers would be trained in ICT techniques. • College teachers will be encouraged to participate in mid-service courses. • A workshop will be organized to familiarize the teachers with various aspects and technical specifics of the Career Advancement Scheme of the University Grants Commission. • The use of non-conventional energy sources and energy-saving electrical equipment will be encouraged in the college. • Gender sensitivity has emerged as a very important topic in the current scenario. The workshop will be organized to create awareness about gender equality and gender sensitivity among college staff and students. • Appropriate system will be developed for the execution of organic waste and inorganic waste in the college campus. • An effort will be made to make the feedback system online in the college.