



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

GOVERNMENT COLLEGE HINDAUN CITY

- Name of the Head of the institution

SH. RAMRAJ MEENA

- Designation

Principal (in-charge)

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

07469232013

- Mobile no

9414314978

- Registered e-mail

gchindaun@gmail.com

- Alternate e-mail

iqac.gchindaun@gmail.com

- Address

KARAULI RAOD HINDAUN CITY DIST-
KARAULI

- City/Town

HINDAUN CITY

- State/UT

RAJASTHAN

- Pin Code

322230

2.Institutional status

- Affiliated /Constituent

Affiliated

- Type of Institution

Co-education

- Location

Rural

- Financial Status UGC 2f and 12(B)
- Name of the Affiliating University KOTA UNIVERSITY, KOTA
- Name of the IQAC Coordinator SH.SURESH CHAND MEENA
- Phone No. 07469232013
- Alternate phone No. 9414446246
- Mobile 9414446246
- IQAC e-mail address gchindaun@gmail.com
- Alternate Email address iqac.gchindaun@gmail.com

3. Website address (Web link of the AQAR (Previous Academic Year))

http://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/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:

http://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/uploads/doc/Acadmic%20Calender%202020-21.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	62.55	2004	16/09/2004	15/09/2009
Cycle 2	B	2.14	2016	19/02/2016	18/02/2021

6. Date of Establishment of IQAC

25/10/2004

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
Institution	RUSA2.0 C-6	RUSA	2021 365	10000000
Institution	Govt.Fund	GOVT. OF RAJASTHAN	2020 365	Nil

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

1. Forwarded PB - IV and Professor forms to Department of College Education. 2. Students were made aware of hygiene and blood donation. 3. Online Quiz on CORONA Awareness. 4. Arranged CCTV in College Campus. 5. Plantation for green campus.

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
Online Education	Online Education Prepare E Classes, PDF Nots, Video Through You tube and Whatsapp
Green Campus	Plantation of saplings was done in the inner campus by the college staff and students.
Promotion of teachers	Promotion to the higher scale has been done for Teachers through CAS. Papers to this end, have been submitted to HRD College Education, Rajasthan due verification for the fixation of pay.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
PRINCIPAL	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	SH. RAMRAJ MEENA
• Designation	Principal (in-charge)
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• Mobile no	9414314978
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• Alternate e-mail	iqac.gchindaun@gmail.com
• Address	KARAULI RAOD HINDAUN CITY DIST-KARAULI
• City/Town	HINDAUN CITY
• State/UT	RAJASTHAN
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2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	KOTA UNIVERSITY, KOTA
• Name of the IQAC Coordinator	SH.SURESH CHAND MEENA

• Phone No.	07469232013				
• Alternate phone No.	9414446246				
• Mobile	9414446246				
• IQAC e-mail address	gchindaun@gmail.com				
• Alternate Email address	iqac.gchindaun@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/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:	http://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/uploads/doc/Acadmic%20Calender%202020-21.pdf				
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Cycle 2	B	2.14	2016	19/02/2016	18/02/2021
6.Date of Establishment of IQAC			25/10/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
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13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
PRINCIPAL	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	28/03/2022
15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	
17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**20.Distance education/online education:****Extended Profile****1.Programme**

1.1

4

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

File Description	Documents
Data Template	View File

2.Student

2.1

1341

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

1111

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

278

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	13
File Description	Documents
Data Template	No File Uploaded
3.2 Number of sanctioned posts during the year	23
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	13
4.2 Total expenditure excluding salary during the year (INR in lakhs)	15
4.3 Total number of computers on campus for academic purposes	18

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

Admission:- The admission of students is done based on the norms laid down by the University of Kota and commissioner of college education. Committees are formed by the principal to see all the work related to the admission. Under these committees comes the Committee on Arts, Commerce and Science. In-charge of these committees is also made. Who looks after the work related to the admission and keeps the document safe. All information related to admission is given on the college notice board, newspapers and web link.

According to the time table, theory and practical classes are held regularly in the college from July to February. At the end of the session, the annual practical examination is completed by the internal and external examiners according to the criteria set by Kota University, Kota. According to the time table of the university, the work of filling the examination applications of the students and at the end of the session, the annual examinations are done according to the norms of the university. Due to Covid-19, online classes were organized in the college in the session 2020-21 and video/pdf notes were sent on YouTube/Whatsup. The instructions and schemes given by the State Government/Commissionerate Education Department from time to time are implemented in the interests of the students. In the college, through the Innovation and Skill Development Cell, the programs / courses given by the government are implemented. Anandam course has also been included in the syllabus in the session 2020-21.

Examination:- Similarly, a committees are formed by the principal to look into the tasks related to the exam. The examination committee look after all the tasks related to the exam and keep their documents safe. The time table related to the exam is put on the notice board. The information related to this is communicated to the students by news papers web-link and by message. There is NSS, SCOUTING and sports activities also available in the college other:-

1. Scholarship and employment information and other information are given to the students from time to time.
2. The leave information of college member is put on the notice board.

Documentation:- 1. Establishment branch and stores have been arranged to keep the documents safe. College documents are also protected by in-charge of stores. Dispatch register is maintained by establishment branch.

2. Important documents are dispatched after enrolled in the dispatch register.
3. All the information related to the cash is maintained by OS in Cash book.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/uploads/doc/NSS%20NEWS%20AND%20PHOTOS.pdf

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

The internal assessment examination schedule is decided according to the university. Monthly Unit tests are taken in College. In which two supervisors are engaged in a class and the concerned teacher evaluates the copy with complete honesty and transparency. Career guidance is given to the students. Student problems are resolved by the Help Desk Committee.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/uploads/doc/Acadmic%20Calender%202020-21.pdf

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

C. Any 2 of the above

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

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File Description	Documents
Any additional information	No File Uploaded
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)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Related committees are formed at the college level. The committees work on their respective fields like environment, tree plantation, women empowerment, professional Ethics, road safety club. people are aware by College NSS students about the Covid-19, Environmental conservation, Time to time workshop and Lecturers organised in college related to sustainable development, gender equality, Human value, human rights, health care, Covid-19, Biodiversity, Woman empowerment ??etc.

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.	View File

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

00

File Description	Documents
Any additional information	No File Uploaded
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

00

File Description	Documents
Any additional information	No File Uploaded
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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/uploads/doc/Feedback%202020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
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/govt_pg_college_hindaun_city/uploads/doc/Feedback%202020-21.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

1324

File Description	Documents
Any additional information	No File Uploaded
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

1337

File Description	Documents
Any additional information	View File
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

Govt College Hindaun City at the entry level class XII scores are taken as the initial indicator of students learning ability. For further planning academic performance and participation in discussion is being based of judgement at learning levels of students. These are decided by observation made by mentors. Necessary actions address accordingly the needs of students with different levels of competence.

Advanced learners promoted to represent the college or department in intra and Inter- College competitions. These students motivated and counselled to prepare for entrance and competitive examinations.

For slow learners, Efforts are made to identify the cause of their problem and appropriate steps are taken. Teachers coordinate with parents of slow learners so that their needs can be addressed. Mentor-Mentee interaction keeps faculty in constant touch with students academic problems are addressed in tutorial classes, assignments are evaluated and required suggestions for improvements are made.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1xpni4pqOhG_LPRhwhfEH4ppygB4WLUF5?usp=sharing
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
1348	16

File Description	Documents
Any additional information	View File

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

Holistic development and meaningful learning is the motto of Govt College Hindaun City and this is made possible through an atmosphere of support and students-teacher interaction. Every effort is made towards the active involvement of students in the whole process of teaching and learning. Student-centric education is the most distinctive feature of the college. Other than traditional classroom teaching, the teaching-learning process in the college strongly focuses on enhancing skills, experience and knowledge. Experiential learning, participative learning, and problem-solving methodologies implemented inside and outside the classrooms include:

- Providing a conducive and opportune teaching-learning environment: Extending an atmosphere for nurturing values, skills, and critical /creative thinking is the first step towards making learning experiential.
- Activity Learning through Educational Tours and Excursions: Games and interactive sessions in the classroom initiate participatory learning.
- It is mandatory for students seeking admission at the first-year level to opt for any of the extra-curricular activities offered by the college. Co-curricular activities are undertaken with an aim to move beyond the realm of formal learning and foster creative and critical thinking: Activities like debates, quiz, poetry recitation, drama, song, and dance competitions are organized regularly.
- Guest/extension lectures by experts: The subject experts are invited periodically and these help in providing added and updated knowledge of the subject and enhances the learning experience.
- Practical in Laboratories: The practical in laboratories is performed in batches where students learn from each other thereby encouraging participatory learning.
- Communication skills training is provided to students through various govt operated skill development programme. As e-LDA Lab Kota. And students acquire proficiency in listening, speaking, reading and writing. They also provided with certificate.

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

Govt College Hindaun City faculty uses the latest ICT tools to enhance the conventional teaching learning process and to make learning more interesting and student friendly. • The college has around 25 desktops, 12 laptops and 100 MBPS lease line of BSNL . • E-Classroom is equipped with projector and Camera and Wi-Fi enabled campus to facilitate teachers and students to directly stream web pages and videos. • Printers and scanners are available in some departments and the library. • Three Wi-fi routers and 05 access points are installed to provide easy internet access to faculty and students. • Faculty regularly consults and shares material from e-books, web pages, You- tube videos and other relevant resources. • Virtual labs and search engines like Google Search, Google Scholar and PubMed are used to encourage collaborative learning. • Some faculty members have created online digital repositories for lectures on platforms like YouTube and Google Class Room. • Online courses like Gyan Doot, Gyan Sudha, Gyan Parakh on Youtube, are provided to assist classroom teaching. • Audio lectures are created and shared with students having visual impairments. • Teachers made a swift transition from classroom to online teaching during the lockdown due to COVID-19 pandemic. Platforms such as Zoom, Google Classroom, G-suite, Google Duo, Microsoft Teams, Cisco Webex were used to create virtual classrooms. • Students are encouraged to prepare presentations, assignments, project and field reports using MS Word, MS Power point, MS Excel, and other ICT tools. Online modes like Email, Google Groups and Google Classroom are used to collect assignments, conduct tests and practical examinations as well as for sharing notes, practice questions and other e-resources. • Teachers use social media platforms like WhatsApp and Telegram to connect with the students individually and collectively beyond the classroom for giving extra information and support to students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

16

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

13

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

01

File Description	Documents
Any additional information	No File Uploaded
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

62

File Description	Documents
Any additional information	No File Uploaded
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.

The college is affiliated to Kota University, Kota and it follows an annual examination scheme as per the University calendar. The college is a big center and almost 1000-1500 students appear for their exams every day during annual examinations. Almost all the teachers are in the panel of examiners for paper setting and evaluation of answer books. Any representation regarding question paper, examination related issues and evaluation is forwarded to the University. During the exams, unfair means case and grievance related to question paper are forwarded to the university immediately for necessary action. The examination procedure is completely transparent: The time table is displayed on the university website Admit cards are generated online. The examination process is looked after by center superintendent and assistant superintendents. The answer sheets are distributed room wise along with question papers and attendance sheets to the invigilators. After examination, the answer sheets are collected

by the invigilators and submitted to the Examination Committee for further process. The invigilation duties and attendance sheets are generated online. The payment for invigilation duties is done online. The question papers are kept in safe custody in the strong room. The answer books are coded. The answer books are evaluated fairly in time and results are declared and displayed on the University website.

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 college is affiliated to Kota university and the students are only assessed during the annual examination conducted by the affiliating university. The institution thus does not have any direct process of internal evaluation. In all the subjects where practical exams are part of the 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. All the teachers are in the examination panel of the University and they render their services in setting the question paper and evaluating answer books. The college acts as an important center for assessment of answer books of the University Annual Examinations. The Principal acts as the coordinator for the assessment center. The answer books are provided a code number by the University and the evaluation process is transparent. The marks are filled in the OMR sheet and complete secrecy is maintained. The University declares the result well in time.

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.

The college is committed to quality education and it makes all

efforts to deliver the best of education to its learners. The college has 14 departments in all, 7 in humanities and social sciences, 4 in science and 03 in commerce. The UG programmes are in B.A, B.SC, B.COM, and PG programme is in M.A (Hindi). The college is affiliated to Kota University, Kota and it follows the curriculum prepared by it. The faculty members contribute in the capacity of BOS members and conveners for curriculum enrichment. • Communication of PO/CO to students: The results are displayed on the university website. The learning outcomes of final year UG and PG programmes are also displayed on the college website. There is a help desk in the college where faculty members of all streams are available even during the summer vacations. The students seeking admission in the first year seek advice from teachers and discuss the CO/PO and POs. This helps them in selecting electives and extension activities offered by the institute. • Communication of PO/CO to faculty: The faculty members discuss the programme outcomes in their respective departments. The department-wise time table is discussed and the teaching plan is prepared keeping in mind the results of the specific programmes. The outcomes for all courses, programmes and elective papers helps the teachers evaluate the objectives of the subject content. This evaluation also helps the teachers identify the learning capacities of the students and take corrective measures accordingly. The mentors help the average achievers to attain better outcomes and motivate the advanced learners to aim for bigger goals. The students have shown brilliant performance in the University exams and the overall result percentage is almost around 90%

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.uok.ac.in/Syllabus-2020
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The College is located at Sub Divisional Headquarter Hindaun City and 30 Km far from District Headquarter Karauli. The curriculum design and delivery in the institution aims at employability skills and competence. The graduate and postgraduate programmes equip the learners for job opportunities in central and state government services. Though the college is not offering any technical courses but all the traditional programmes and

curriculum is designed to deliver the best of knowledge. The programme outcomes and course outcomes primarily aim at imparting knowledge and skills which is critical for building students 'competence and personality. There is also an emphasis on the holistic development of the students as the learning outcomes focus on imparting values and ethics and enhancing their interpersonal and communication skills. Besides classroom teaching and syllabus, the subject content not covered in the curriculum is also important and all efforts are taken to accomplish the same. The programme and course outcomes are evaluated and corrective measures are taken:

- The evaluation process involves the analysis of feedback on curriculum, teaching, progression to higher education, skill development programmes, placements and updated curriculum for competitive exams.
- Programme and course outcomes are also discussed and evaluated in the Academic Council and Board of Studies.
- The faculty is also encouraged to update their subject knowledge and keep pace with changing trends in teaching methodology and delivery by pursuing higher studies, participating in faculty development programmes and seminars.
- The PO attainment of the postgraduate students is also evaluated on the basis of their research output in the form of paper presentation and publications.
- The programme outcomes and programme specific outcomes are also discussed and evaluated on the basis of student progression to higher education and placement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.uok.ac.in/Syllabus-2020

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

278

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	No File Uploaded
Paste link for the annual report	Nil

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/govt_pg_college_hindaun_city/uploads/doc/Feedback%202020-21.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)	View File

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

01

File Description	Documents
Any additional information	No File Uploaded
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)	View File
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

Online drawing and slogan competition on Covid-19 Awareness april 2021.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity

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

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
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

4

File Description	Documents
URL to the research page on HEI website	https://hte.rajasthan.gov.in/college/gchindoncity
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	No File Uploaded

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

6

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

02

File Description	Documents
Any additional information	No File Uploaded
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

NSS Cell, Department of Social Work and other Departments in collaboration with different agencies, trusts, NGOs, hospitals etc. lead extension activities to address local issues and sensitize students for their holistic development. To address the issues of domestic violence, child marriages, health care, HIV/Aids, street children, runaway children, alcohol addiction and drug addiction, etc. the students and teachers have collaborated through their departments with other agencies to help society and local communities.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity
Upload any additional information	View File

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

00

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	No File Uploaded

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

07

File Description	Documents
Reports of the event organized	View File
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

01

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
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

00

File Description	Documents
e-copies of related Document	No File Uploaded
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

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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 College has always worked for the mission of providing the best infrastructure to createan effective teaching-learning environment through extensive use of ICT. Over the years the infrastructure of the College has been upgraded keeping in mind the developments and rising demands in the education sector. Teaching Learning activities - classrooms, technology enabled learning spaces, seminarhalls, tutorial spaces, laboratories, specialized facilities and equipments for teaching, learning and research etc. Classrooms- All the classrooms have been renovated on modern lines with comfortable and space saving furniture, Wi-Fi connectivity, Lecture Capture facility(Recording Room), power back up etc. Most classrooms are also fitted with interactive

projectors(E-classroom) and white boards. Library is also equipped with wifi facility and automized. Seminar hall- A dedicated seminar hall with audio-visual facilities is in place for regular use. Laboratories- There are science laboratories in the departments of Botany, Zoology, Chemistry, Physics and Mathematics . Computer labs are there for practical of IT related subjects. Specialised facilities- Provisions of wheel chair, ramp are made available for physically challenged students. Equipments for teaching, learning and research include laptops, projectors, smart boards, All laboratories are adequately equipped with the latest instruments. Corridors are utilized for displaying students' creative and research work.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncitu

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

The College has adequate physical facilities which are augmented from time to time for conducting curricular, co-curricular and extracurricular activities efficiently. Student activities - Cultural, sports, outdoor games, auditorium, NSS, cultural activities, public speaking, communication skills development, yoga, health and hygiene etc. Cultural - The auditorium is available for extracurricular activities of the institution like cultural functions, orientation programmes, medical camps, college fest and awareness seminars. A stage in the common ground is also used for cultural activities and functions like celebration of Independence day, Republic day etc. Sports - The ground of the Institution of Physical Education used for the Annual Sports Meet of the institution. A quadrangle within the premises is used for sporting activities like, badminton, basketball. Games(Outdoor) -A quadrangle within the premises is used for sporting activities like cricket, badminton, throw-ball, badminton, basketball. Classrooms are available for students' society meetings. There is a dedicated space for career counselling and placement unit. NSS:Camps and other activities are carried out regularly. The college provides infrastructure and funds for activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity

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

2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity
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)

152628

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 is automated using Integrated Library Management System (ILMS)

Name of ILMS Software : LIBSOFT SUMANINFO JAIPUR

Nature of automation : Fully Automated

Version : 9.8

Year of Automation : December 2019

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://hte.rajasthan.gov.in/college/gchin/doncity

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 E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

260890

File Description	Documents
Any additional information	No File Uploaded
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

15

File Description	Documents
Any additional information	No File Uploaded
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

Our college is equipped with the state of the art IT facilities we have Railwire 100mbps internet connection with campus wifi facility. Wi-Fi access points are spread out throughout the campus providing seamless Wi-Fi connectivity. The college has one fully air-conditioned computer Labs' equipped with fifteen (15 nos.) HP Workstations to run the latest multimedia and programming softwares. The college has an exclusive internet room equipped with LCD and projector for video conferencing and e -classes to be used by students for educational purpose and viewing online lectures. Biometric based attendance system is implemented in the college with a server for downloading biometric data. More than 10 HP Laptops, more than 5 monochrome laserjet printers, 1 colour laser printer and multifunctional network Xerox machine are used for both academic and administrative purposes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity

4.3.2 - Number of Computers

35

File Description	Documents
Upload any additional information	View File
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	View File

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)

959672

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
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.

The physical, academic and support facilities of the Institution is taken care of by the College Management. Yearly review is done of all the facilities available in-campus and initiatives are taken for general maintenance as well as upgradation in order to upkeep and improve the facilities. Advanced facilities are introduced as and when required in order to serve the stakeholders in a better way and to ensure the fulfillment of its stated vision and mission.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

725

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited 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 benefited 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)	View File

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

E. none of the above

File Description	Documents
Link to Institutional website	https://hte.rajasthan.gov.in/college/gchin_doncity
Any additional information	No File Uploaded
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

45

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

45

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

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

A. All of the above

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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
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

278

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
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.

2

File Description	Documents
e-copies of award letters and certificates	View File
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)

Elections for student union in college are held every year in the month of august. But this year 2020-21 student election were cancelled due to Covid 19. These elections are conducted for president, vice president, general secretary and joint secretary. Elected student union plays a dominant role in many activities related to fine arts, sports and other co-curricular activities of the department and the students. Student members of the associations also observe important days like National Festivals, Birth/Death Anniversaries of important leaders, International Women's Day, International Yoga Day, Sports Day, Non violence Day, Teachers Day, Fresher Day, Farewell Party, Joy of giving Week, World Literacy Day, World AIDS Day, World Kidney Day etc. Being a part of the organizing team of the Blood Donation Camp held each year in the college premises along with the NSS Units of the college. The students union helps students in filling the exam form, during admission time and in other works.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/uploads/doc/NSS.pdf
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

2

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

Alumni Association Registration in Progress. the alumni`s role is crucial for the development of the college. they provided suport in various aspects that are beneficial to students and college. experiances of alumni can be significant factors for students. Alumni can contribute as a guest lecture, adviser in committiees they encourage student, their families to consider their college as the provider of higher education. They motivate students to join the work field after finishing their studies. Alumni is an effective role model and can we easily accepted by student. Their experiences whether in time management, dovlopment of caractor or in career management are very useful the student.

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

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

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

Vision of the college is empowerment of young generation through knowledge to bring socio-economic change and sustainable development through quality higher education for all irrespective of their back ground, cast, creed, region, religion and gender to face global challenges.

Mission of the college is to achieve excellence in higher education, providing equal opportunity of higher education to all. It ensures Promotion of women's higher education, ensuring participation of all stakeholders in the development of college, creating awareness of Indian values, culture, heritage, scientific temper, human rights and environment issues and to keep pace with the scientific and technological advancement in imparting knowledge to the students in teaching -learning process in college. Thus college is sustaining quality in education with contemporary knowledge.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity
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 administration always encourages involvement of staff in decision making and implementation of the policies toward improvement in increasing efficiency of institutional processes for fulfillment of the stated mission of the college.

Principal of the college called staff council meet to discuss policies with the staff and communicate vision and mission of the college and share latest information received from department of higher education with them.

Principal asks staff members to play lead role in planning and implementation of the programmes accordingly. as stated in constitution of various committees involve all faculty members in policy statements and action plan.

While formulating action plan, to meet stated mission college takes care of its all areas of functioning in order to meet the demand of academic, sports, cultural and other activities as stated earlier in SSR. Planning and execution of all such programmes are strictly in accordance to the guidelines of affiliating varsity, UGC and department of higher education.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity/AQAR
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategies have been adopted by the college to implement its mission to meet need of the students from diverse background and socio-economic backward community in compliance with the norms of state/central government. ? Mechanism to adopt learner centric approach, academic planning, use of modern teaching learning aids and use of ICT resources facilitate students for effective learning. ? Mechanism to up-keep infrastructure available and its extension as per rise in enrolled strength and to make optimum use of the infrastructure toward maintaining quality of curricular and co-curricular activities in college. ? Mechanism for personality

development, computer knowledge and entrepreneurial skill development through YDC programmes.

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/govt_pg_college_hindaun_city/uploads/doc/NSS%20NEWS%20AND%20PHOTOS.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 institution has various bodies for smooth execution of work in all departments and levels

1. Planning and Development:-Implemented SMS system for dissemination of information including regular notice to all students stakeholders.

2. Administration:-With the help of developed technological world college staff uses the same for administration purpose. Such as use of Smartphone with inbuilt social app like Gmail and Whatsapp. A youtube channel is created where students can find their subject material teachers upload their video in this platform.They share the notes to students. It helps to provide the brief notice of any event to be happened on college. Whatsapp Group for awareness and of smooth functioning of the same. The college have Biometric attendance for teaching and non-teaching staff. The college campus id equipped with CCTV Cameras at very place of need.

3.Finance and Accounts:-The college conducts regular audit of annual books of accounts. The administrative office keeps the all financial records separately as per the events and transactions made for. The administrative office maintains the Books of Accounts properly which helps in auditing procedure.

4.Student Admission and Support:-The admission of students is done based on the norms laid down by the University of Kota and college education. Committees are formed by the principal to see all the work related to the admission. Under these committees comes the

Committee on Arts, Commerce and Science. In-charge of these committees is also made. Who looks after the work related to the admission and keeps the document safe. All information related to admission is given on the college notice board, newspapers and web link.

5.Examination:-The examination of students is done based on the norms laid down by the University of Kota and college education. Similarly, committees are formed by the principal to look into the tasks related to the exam. Who look after all the tasks related to the exam and keeps their documents safe. The time table related to the exam is put on the notice board. The information related to this is communicated to the students by web-link and by message.

6.THE FUNCTIONS OF VARIOUS BODIES:- There is the Teachers' Council headed by Teachers' Council Secretary and the Principal and the Students' Council where a teacher Convenor is the head of the council. Different Committees are set up with teacher Convenors as head who are responsible to carry out the functions of their respective committees. In order to encourage and enhance the research culture among the students and the teachers Research Committee/ Cell has been set up which facilitates in the research oriented activities. The Library Advisory Committee assist and advise regarding the formulation of library policies, purchase of library materials, improvement of library and information services, and operational matters. There are different committees which aim to deliver to the society in numerous ways like National Service Scheme(NSS), Social Welfare Committee(SWC), National Entrepreneurship Network (NEN). Besides there are some societies like Charcha, Debate Society (DEBSOC), College Magazine Committee, Women's Forum for the holistic development of the students. The Cultural Committee of the college is responsible for all the inter collegiate cultural events. The Career Counselling and Placement Committee looks after the career prospects and placement of the students. The Examination Committee helps in smooth conduct of the examinations while the Routine Committee and the Calendar Committee takes care of the class schedules and plan for the academic year respectively. There is a Medical Committee which looks into the medical emergencies and routine health checkups of students and staffs apart from organizing awareness programmes from time to time. Student Freeship Committee tries to help the economically underprivileged but bright students by extending support of full or half Freeship. And last but not the least, the Documentation Committee gathers all the material information from different departments and keeps record of all the activities from time to time.

7.SERVICE RULES, PROCEDURES, RECRUITMENT AND PROMOTION POLICIES :-
Service Rules and procedures are guided by the rules of the state government as amended from time to time in this regard. The recruitment rules for the Teaching staff and Non-teaching staff are as per the eligibility criteria prescribed by the UGC. The promotional policies for teachers are according to the different government orders as released by the Department of Higher Education.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/uploads/doc/Committee.pdf
Link to Organogram of the institution webpage	https://hte.rajasthan.gov.in/college/gchin_doncity
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	No File Uploaded
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

Efforts made by the college to enhance the professional development of its staff are as below: 1. Learner centric education approach is adopted with academic planning using modern teaching learning aids like LCD projector and internet resources.

2. College always supporting staff to participate in refresher course, orientation course, seminar and workshop at other HEI and training programme at directorate level. 3. Promoting participation of staff in cocurricular, extracurricular activities and community works through various committees according to their interest and proficiency. 4. Providing facility and motivating staff to take up research activities and major/minor research projects. 5. Encouraging and ensuring participation of non teaching staff in the training programmes organized by the director, college education regarding computer education training, office procedure and about Rajasthan service rules & regulations.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity/teaching-staff
Upload any additional information	View File

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

0

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	No File Uploaded
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

5

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

There is an Internal Performance Appraisal system for all its staff members headed by the Principal of the Institution. The Principal monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall

performance annually or as per requirement. The students at the end of their course give an online feedback about all the teachers subject wise. There are Grievance Redressal and Suggestion box placed at strategic locations in the campus where the students can express their query or concern about teachers which is also considered by the Principal. Online feedback is also obtained from all students time to time . All these are scrutinized and assessed by the Principal. The Principal further communicates the outcome with the staff members in a completely confidential manner.

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

Institution conducts internal audit on a continuous basis. The Internal audit assistants are stationed in the college office. Statutory Audit is conducted by Auditors appointed by HE, Department.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/
Upload any additional information	View File

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)

98.22

File Description	Documents
Annual statements of accounts	No File Uploaded
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 institution is administered by the Governing Body following the best possible practices in the given working scenario. The institution always ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure. The main sources of receipts are fees collected from students, grants from the State Government and the UGC, interest on fixed deposits, fines and other miscellaneous income from sale of old newspapers, magazines, scraps etc. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notifications on college notice boards, website and through text messages. After collection of funds, the surplus is invested in fixed deposits of varied tenures. A budget is prepared in the month of February for the following financial year and every possible effort is made to adhere to the budget. All purchases are made after inviting requisite number of quotations and their proper scrutiny. All the expenditures are checked and approved by at least five office bearers and authorities. Internal checks and controls are very much in place which ensures transparency in financial resource management. The resources are carefully allocated to meet overall administrative requirements including recruitment of staff as and when required, infrastructural upgradation and maintenance, enhancement of teaching learning environment, faculty development etc.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity
Upload any additional information	View File

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 vision of the institution is to impart, promote and spread holistic education among girls to make them self-reliant and responsible members of the community. With this vision before us, the IQAC has focused on Mental Well-Being programmes and workshops particularly for the students. These programmes have tried to address the variety of mental health issues faced by the students coming from multicultural backgrounds and from different cities. The programmes conducted by specialists in the field give an insight into the common worries and uncertainties which cloud the minds of the young adults. The discussions help the students to identify their areas of concern and the interactive sessions give them the opportunity to vent their anxieties and woes. The positive inputs by the resource persons facilitate the students to tide over their agonies, bring out the best in them, be confident to face the challenges and be ready to gracefully accept both successes and failures, academic or otherwise. These Mental Health Programmes have indeed contributed to the holistic development of the students. Such programmes initiated by the IQAC, are now held at regular intervals and have become an essential part of the college calendar. Even during the period of pandemic and ensuing lockdown, such sessions were held on the virtual platform to take care of the students' mental health and to uplift their spirits. Another such initiative of the IQAC is the introduction of Gender Sensitisation programmes which seek to make the students aware of gender justice and gender equality issues. Such programmes are interlinked with gender empowerment and thereby attempt to fulfil the mission of the institution regarding empowerment of women in an environment of multi-culturalism and egalitarianism. Such programmes commenced with a panel discussion on Gender Sensitisation by Dr. Sudeshna Banerjee and Dr. Aishika Chakraborty organized by the IQAC. Henceforth, different departments and forums of the college have organized talks and lectures addressing gender issues from a variety of perspectives.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity/AQAR
Upload any additional information	No File Uploaded

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 regular meetings of the IQAC internally as well as with the principal and different committees are conducted to ensure stocktaking and earmarking of the scopes of improvement in all possible spheres of campus life. Regular feedback obtained from different stakeholders help in proper identification of the target area. The major tasks set up by the IQAC in the last year was to take care of the mental health issues of students during the pandemic times, others included development of awareness among the various stake holders on gender issues, IPR and ethics.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchin_doncity/AQAR
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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/uploads/doc/Feedback%202020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

1. Women's cell and grievance redressal center has been constituted in the government college. 2. Equality committee has been constituted. 3. There is a separate toilet, separate water cooler and girls common room for the convenience of women and women have equal equality and 60 percent girls are studying in the college. Also, girl students are given 3 percent bonus in admission.

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	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Auction committee has been constituted under the college. Through which auction of waste solids is done by inviting tenders. Under which furniture, scrap, iron, and dry wood etc. are auctioned. After use - The unusable lab chemical chemicals are destroyed by putting them in the cisterns and electronics, computers etc. are

repaired in the e-waste and the unusable e-waste is auctioned.

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:

D. Any 1of the above

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

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	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and 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

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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).

Various days are organized under the college. For example, through Komi Ekta Week, Community Connect Programs, Youth Day, Gandhi Jayanti, Human Rights Day, Women's Day, Hindi Day, Voting Day, National Unity Day, etc., the feeling of communal harmony and equality is awakened among the students. Due to which he makes his important contribution in creating brotherhood, equality, unity and communal harmony in the society.

The diversity in India is unique. Being a large country with large population. India presents endless varieties of physical features and cultural patterns. It is the land of many languages it is only in India people professes all the major religions of the world. To represent our Indian culture, on the eve of our college annual gathering we organize a traditional dress competition and fashion show. In this competition students wore the different attire representing the different states, religions and cultures. Through this activity students get acquainted with the different culture of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. This also creates the inclusive environment in the college and society.

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

Importance of Human Rights, Fundamental Rights, Fundamental Duties, Equality, Education, Voting Awareness was told and the officers, employees and students were made aware as well as the oath of the Constitution Preamble was administered. The preamble was unveiled in the college campus. Students are encouraged to participate in activities like essay competition.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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

Govt. College, Hindau city is one of the leading centers of excellence in Sawai madhopur. Our college celebrates National and International days enthusiastically every year. All staff members and students gather in the college to celebrate these days. Every culture has number of festivals and celebration has become a vital activity. Celebration of cultural and constitutional festivals is integral part of college's co-curricular activities. Throughout session different days are celebrated by students with guidance of teachers which help them to know about different cultures and to

cognitively imagine India as a nation. The academic calendar is brimming with important events which show enthusiasm of this institution in celebrating many national as well as international days and commemorative events and festivals. Republic day is celebrated every year on 26th January in the college with great enthusiasm and pride. It is a day to remember when India's constitution came into force on 26 January 1950 completing the country's transition toward becoming an independent republic. A function is organized in the college campus where all staff members and students share their thoughts about importance of this day in history of our nation and pay tribute to all freedom fighters who sacrificed their lives in order to gain the freedom for the India. Independence Day is also celebrated on 15th August in the college with great enthusiasm. It is celebrated on 15th August commemorating the nation independence from United Kingdom on 15th August 1947. It is a day when all staff members and students pay homage to their leaders and those who fought for India's

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

1. Following the guide line of Covid-19, the admission, study, teaching and examination program in the college was successfully completed. Teaching work was done to the students through online classes. The result of the students who were successful in the examination was about 80 percent. According to the calendar and according to the guide line of Covid-19, all the works were done successfully throughout the year. PDF, YouTube videos, assignments were made available through e-content.

2. Students undergo various problems of stress- personal, academic, physical, mental. Students are new to professional college life. Students from educationally weak background feel complex and

hesitations in class and unable to perform well due to inhibitions. Statistics reveal increasing number of suicides and dropouts. Considering the student-teacher ratio in classrooms, it is difficult at times to give personal attention to students in class. One solution therefore is a 'Mentor' who can form the bond with students in the true sense. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress.

3. Different teachers use different methods to teach in class. They teach at different paces. It was observed that syllabus coverage remains a challenge when there is need of uniformity. The teachers find it difficult to keep pace with the techno - savvy student learners. There was a need of uniformity and standard setting so that everyone is able to meet the objective of best teaching practices. It has become essential for teachers to adopt to the latest pedagogic styles and include ICT in class room teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for teaching - learning needs to be bridged.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

1. In the college, more emphasis has been given on cleanliness, e-content, environment and the college campus has been given CCTV. The camera is built in. Students have been motivated to conduct various courses online through innovation and skill development and Mukhyamantri Kaushal Vikas Yojana. Awareness has been created about skill development among the students.

2. Guidance has been given to prepare for online competitive exams. For this, a competition efficiency program was conducted. Motivated to take advantage of various schemes such as Gyandoot, Gyansudha and their links.

3. Through the theme of Anandam, awareness was created to develop

the qualities of social, civic duty and morality. The work of free mask distribution and book distribution was also done.

4. The College is 100% barrier free and has 'Under One Roof' Enabling Unit and Equal Opportunity Cell. The College follows a proactive financial aid policy and 'Need Blind Admission Policy', organizes courses in the teaching-learning of English Language and ICT skills for Economically Weaker Sections, skill training courses, computer literacy and mobility training program for Persons with Disability. Pursuing its vision of Diversity Inclusion and Integration in the last five years, the College provided financial assistance to several students with partial fee waivers including hostel fee waivers and also full fee waivers. This assistance was in addition to the support received by reserved category students from state and other agencies. The College also facilitated students in need, to obtain financial aid from other agencies, trusts and NGOs. The College has a financially sustainable Need-Blind Admission Policy that enables all students to enroll for its courses at the time of admission itself. It continues to support students with Registration Fees to make their academic presentations in professionally recognized conferences abroad and within the country

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

Admission:- The admission of students is done based on the norms laid down by the University of Kota and commissioner of college education. Committees are formed by the principal to see all the work related to the admission. Under these committees comes the Committee on Arts, Commerce and Science. In-charge of these committees is also made. Who looks after the work related to the admission and keeps the document safe. All information related to admission is given on the college notice board, newspapers and web link.

According to the time table, theory and practical classes are held regularly in the college from July to February. At the end of the session, the annual practical examination is completed by the internal and external examiners according to the criteria set by Kota University, Kota. According to the time table of the university, the work of filling the examination applications of the students and at the end of the session, the annual examinations are done according to the norms of the university. Due to Covid-19, online classes were organized in the college in the session 2020-21 and video/pdf notes were sent on YouTube/Whatsup. The instructions and schemes given by the State Government/Commissionerate Education Department from time to time are implemented in the interests of the students. In the college, through the Innovation and Skill Development Cell, the programs / courses given by the government are implemented. Anandam course has also been included in the syllabus in the session 2020-21.

Examination:- Similarly, a committees are formed by the principal to look into the tasks related to the exam. The examination committee look after all the tasks related to the exam and keep their documents safe. The time table related to the exam is put on the notice board. The information related to this is communicated to the students by news papers web-link and by message. There is NSS, SCOUTING and sports activities also available in the college other:-

1. Scholarship and employment information and other information

are given to the students from time to time. 2. The leave information of college member is put on the notice board.

Documentation:- 1. Establishment branch and stores have been arranged to keep the documents safe. College documents are also protected by in-charge of stores. Dispatch register is maintained by establishment branch.

2. Important documents are dispatched after enrolled in the dispatch register. 3. All the information related to the cash is maintained by OS in Cash book.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://hte.rajasthan.gov.in/dept/dce/university of kota/govt. pg college, hindaun city/uploads/doc/NSS%20NEWS%20AND%20PHOTOS.pdf

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

The internal assessment examination schedule is decided according to the university. monthly Unit tests are taken in College. In which two supervisors are engaged in a class and the concerned teacher evaluates the copy with complete honesty and transparency. Career guidance is given to the students. Student problems are resolved by the Help Desk Committee.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://hte.rajasthan.gov.in/dept/dce/university of kota/govt. pg college, hindaun city/uploads/doc/Acadmic%20Calender%202020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are

C. Any 2 of the above

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

00

File Description	Documents
Any additional information	No File Uploaded
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)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Related committees are formed at the college level. The committees work on their respective fields like environment, tree plantation, women empowerment, professional Ethics, road safety club. pepole are awared by College NSS students about the Covid-19, Environmental conservation, Time to time workshop and Lectuers organised in college related to sustainable development, gender equality, Human value, human rights, health care, Covid-19, Biodiversity, Woman empowerment ??etc.

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.	View File

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

00	
File Description	Documents
Any additional information	No File Uploaded
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	
00	
File Description	Documents
Any additional information	No File Uploaded
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	D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt._pg_college,_hindaun_city/uploads/doc/Feedback%202020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
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/govt._pg_college,_hindaun_city/uploads/doc/Feedback%202020-21.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

1324

File Description	Documents
Any additional information	No File Uploaded
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

1337

File Description	Documents
Any additional information	View File
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

Govt College Hindaun City at the entry level class XII scores are taken as the initial indicator of students learning ability. For further planning academic performance and participation in discussion is being based on judgement at learning levels of students. These are decided by observation made by mentors. Necessary actions address accordingly the needs of students with different levels of competence.

Advanced learners promoted to represent the college or department in intra and Inter-College competitions. These students motivated and counselled to prepare for entrance and competitive examinations.

For slow learners, Efforts are made to identify the cause of their problem and appropriate steps are taken. Teachers coordinate with parents of slow learners so that their needs can be addressed. Mentor-Mentee interaction keeps faculty in constant touch with students academic problems are addressed in tutorial classes, assignments are evaluated and required suggestions for improvements are made.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/lxcpni4pqOhG_LPRhwhfEH4ppygB4WLUF5?usp=sharing
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
1348	16

File Description	Documents
Any additional information	View File

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

Holistic development and meaningful learning is the motto of Govt College Hindaun City and this is made possible through an atmosphere of support and students-teacher interaction. Every effort is made towards the active involvement of students in the whole process of teaching and learning. Student-centric education is the most distinctive feature of the college. Other than traditional classroom teaching, the teaching-learning process in the college strongly focuses on enhancing skills, experience and knowledge. Experiential learning, participative learning, and problem-solving methodologies implemented inside and outside the classrooms include:

- Providing a conducive and opportune teaching-learning environment: Extending an atmosphere for nurturing values, skills, and critical /creative thinking is the first step towards making learning experiential.
- Activity Learning through Educational Tours and Excursions:. Games and interactive sessions in the classroom initiate participatory learning.
- It is mandatory for students seeking admission at the first-year level to opt for any of the extra-curricular activities offered by the college. Co-curricular activities are undertaken with an aim to move beyond the realm of formal learning and foster creative and critical thinking: Activities like debates, quiz, poetry recitation, drama, song, and dance competitions are organized regularly.
- Guest/extension lectures by experts: The subject experts are invited periodically and these help in providing added and updated knowledge of the subject and enhances the learning experience.
- Practical in Laboratories: The practical in laboratories is performed in batches where students learn from each other thereby encouraging participatory learning.
- Communication skills training is provided to students through various govt operated skill development programme. As e-LDA Lab Kota. And students acquire proficiency in listening, speaking, reading and writing. They also provided with certificate.

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

Govt College Hindaun City faculty uses the latest ICT tools to enhance the conventional teaching learning process and to make learning more interesting and student friendly. • The college has around 25 desktops, 12 laptops and 100 MBPS lease line of BSNL . • E-Classroom is equipped with projector and Camera and Wi-Fi enabled campus to facilitate teachers and students to directly stream web pages and videos. • Printers and scanners are available in some departments and the library. • Three Wi-fi routers and 05 access points are installed to provide easy internet access to faculty and students. • Faculty regularly consults and shares material from e-books, web pages, You- tube videos and other relevant resources. • Virtual labs and search engines like Google Search, Google Scholar and PubMed are used to encourage collaborative learning. • Some faculty members have created online digital repositories for lectures on platforms like YouTube and Google Class Room. • Online courses like Gyan Doot, Gyan Sudha, Gyan Parakh on Youtube, are provided to assist classroom teaching. • Audio lectures are created and shared with students having visual impairments. • Teachers made a swift transition from classroom to online teaching during the lockdown due to COVID-19 pandemic. Platforms such as Zoom, Google Classroom, G-suite, Google Duo, Microsoft Teams, Cisco Webex were used to create virtual classrooms. • Students are encouraged to prepare presentations, assignments, project and field reports using MS Word, MS Power point, MS Excel, and other ICT tools. Online modes like Email, Google Groups and Google Classroom are used to collect assignments, conduct tests and practical examinations as well as for sharing notes, practice questions and other e-resources. • Teachers use social media platforms like WhatsApp and Telegram to connect with the students individually and collectively beyond the classroom for giving extra information and support to students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

16

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

13

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

01	
File Description	Documents
Any additional information	No File Uploaded
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	
62	
File Description	Documents
Any additional information	No File Uploaded
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.	
<p>The college is affiliated to Kota University, Kota and it follows an annual examination scheme as per the University calendar. The college is a big center and almost 1000-1500 students appear for their exams every day during annual examinations. Almost all the teachers are in the panel of examiners for paper setting and evaluation of answer books. Any representation regarding question paper, examination related issues and evaluation is forwarded to the University. During the exams, unfair means case and grievance related to question paper are forwarded to the university immediately for necessary action. The examination procedure is completely transparent: The time table is displayed on the university website Admit cards are generated online. The examination process is looked after by center superintendent and assistant superintendents. The answer sheets are distributed room wise along with question papers and attendance sheets to the invigilators. After</p>	

examination, the answer sheets are collected by the invigilators and submitted to the Examination Committee for further process. The invigilation duties and attendance sheets are generated online. The payment for invigilation duties is done online. The question papers are kept in safe custody in the strong room. The answer books are coded. The answer books are evaluated fairly in time and results are declared and displayed on the University website.

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 college is affiliated to Kota university and the students are only assessed during the annual examination conducted by the affiliating university. The institution thus does not have any direct process of internal evaluation. In all the subjects where practical exams are part of the 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. All the teachers are in the examination panel of the University and they render their services in setting the question paper and evaluating answer books. The college acts as an important center for assessment of answer books of the University Annual Examinations. The Principal acts as the coordinator for the assessment center. The answer books are provided a code number by the University and the evaluation process is transparent. The marks are filled in the OMR sheet and complete secrecy is maintained. The University declares the result well in time.

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.

The college is committed to quality education and it makes all efforts to deliver the best of education to its learners. The college has 14 departments in all, 7 in humanities and social sciences, 4 in science and 03 in commerce. The UG programmes are in B.A, B.SC, B.COM, and PG programme is in M.A (Hindi). The college is affiliated to Kota University, Kota and it follows the curriculum prepared by it. The faculty members contribute in the capacity of BOS members and conveners for curriculum enrichment.

- Communication of PO/CO to students: The results are displayed on the university website. The learning outcomes of final year UG and PG programmes are also displayed on the college website. There is a help desk in the college where faculty members of all streams are available even during the summer vacations. The students seeking admission in the first year seek advice from teachers and discuss the CO/PO and POs. This helps them in selecting electives and extension activities offered by the institute.
- Communication of PO/CO to faculty: The faculty members discuss the programme outcomes in their respective departments. The department-wise time table is discussed and the teaching plan is prepared keeping in mind the results of the specific programmes. The outcomes for all courses, programmes and elective papers helps the teachers evaluate the objectives of the subject content. This evaluation also helps the teachers identify the learning capacities of the students and take corrective measures accordingly. The mentors help the average achievers to attain better outcomes and motivate the advanced learners to aim for bigger goals. The students have shown brilliant performance in the University exams and the overall result percentage is almost around 90%

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.uok.ac.in/Syllabus-2020
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The College is located at Sub Divisional Headquarter Hindaun City and 30 Km far from District Headquarter Karauli. The curriculum design and delivery in the institution aims at

employability skills and competence. The graduate and postgraduate programmes equip the learners for job opportunities in central and state government services. Though the college is not offering any technical courses but all the traditional programmes and curriculum is designed to deliver the best of knowledge. The programme outcomes and course outcomes primarily aim at imparting knowledge and skills which is critical for building students 'competence and personality. There is also an emphasis on the holistic development of the students as the learning outcomes focus on imparting values and ethics and enhancing their interpersonal and communication skills. Besides classroom teaching and syllabus, the subject content not covered in the curriculum is also important and all efforts are taken to accomplish the same. The programme and course outcomes are evaluated and corrective measures are taken:

- The evaluation process involves the analysis of feedback on curriculum, teaching, progression to higher education, skill development programmes, placements and updated curriculum for competitive exams.
- Programme and course outcomes are also discussed and evaluated in the Academic Council and Board of Studies.
- The faculty is also encouraged to update their subject knowledge and keep pace with changing trends in teaching methodology and delivery by pursuing higher studies, participating in faculty development programmes and seminars.
- The PO attainment of the postgraduate students is also evaluated on the basis of their research output in the form of paper presentation and publications.
- The programme outcomes and programme specific outcomes are also discussed and evaluated on the basis of student progression to higher education and placement.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.uok.ac.in/Syllabus-2020

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

278

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	No File Uploaded
Paste link for the annual report	Nil

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/govt.pg college, hindaun city/uploads/doc/Feedback%202020-21.pdf](https://hte.rajasthan.gov.in/dept/dce/university%20of%20kota/govt.pg%20college,%20hindaun%20city/uploads/doc/Feedback%202020-21.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)	View File

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

01

File Description	Documents
Any additional information	No File Uploaded
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)	View File
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

Online drawing and slogan competition on Covid-19 Awareness april 2021.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchindoncity

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

00	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
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	
4	
File Description	Documents
URL to the research page on HEI website	https://hte.rajasthan.gov.in/college/gchindoncity
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	No File Uploaded
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	
6	
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

02

File Description	Documents
Any additional information	No File Uploaded
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

NSS Cell, Department of Social Work and other Departments in collaboration with different agencies, trusts, NGOs, hospitals etc. lead extension activities to address local issues and sensitize students for their holistic development. To address the issues of domestic violence, child marriages, health care, HIV/Aids, street children, runaway children, alcohol addiction and drug addiction, etc. the students and teachers have collaborated through their departments with other agencies to help society and local communities.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchindoncity
Upload any additional information	View File

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

00

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	No File Uploaded

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

07

File Description	Documents
Reports of the event organized	View File
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

01

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
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**

00

File Description	Documents
e-copies of related Document	No File Uploaded
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**

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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 College has always worked for the mission of providing the best infrastructure to createan effective teaching-learning environment through extensive use of ICT. Over the years the

infrastructure of the College has been upgraded keeping in mind the developments and rising demands in the education sector. Teaching Learning activities - classrooms, technology enabled learning spaces, seminarhalls, tutorial spaces, laboratories, specialized facilities and equipments for teaching, learning and research etc. Classrooms- All the classrooms have been renovated on modern lines with comfortable and space saving furniture, Wi-Fi connectivity, Lecture Capture facility(Recording Room), power back up etc. Most classrooms are also fitted with interactive projectors(E-classroom) and white boards. Library is also equipped with wifi facility and automized. Seminar hall- A dedicated seminar hall with audio-visual facilities is in place for regular use. Laboratories- There are science laboratories in the departments of Botany, Zoology, Chemistry, Physics and Mathematics . Computer labs are there for practical of IT related subjects. Specialised facilities- Provisions of wheel chair, ramp are made available for physically challenged students. Equipments for teaching, learning and research include laptops, projectors, smart boards, All laboratories are adequately equipped with the latest instruments. Corridors are utilized for displaying students' creative and research work.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchindoncity

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

The College has adequate physical facilities which are augmented from time to time for conducting curricular, co-curricular and extracurricular activities efficiently. Student activities - Cultural, sports, outdoor games, auditorium, NSS, cultural activities, public speaking, communication skills development, yoga, health and hygiene etc. Cultural - The auditorium is available for extracurricular activities of the institution like cultural functions, orientation programmes, medical camps, college fest and awareness seminars. A stage in the common ground is also used for cultural activities and functions like celebration of Independence day, Republic day etc. Sports - The ground of the Institution of Physical

Education used for the Annual Sports Meet of the institution. A quadrangle within the premises is used for sporting activities like, badminton, basketball. Games(Outdoor) -A quadrangle within the premises is used for sporting activities like cricket, badminton, throw-ball, badminton, basketball. Classrooms are available for students' society meetings. There is a dedicated space for career counselling and placement unit. NSS:Camps and other activities are carried out regularly. The college provides infrastructure and funds for activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchindoncity

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

2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchindoncity
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)

152628

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 is automated using Integrated Library Management System (ILMS)

Name of ILMS Software : LIBSOFT SUMANINFO JAIPUR

Nature of automation : Fully Automated

Version : 9.8

Year of Automation : December 2019

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://hte.rajasthan.gov.in/college/gchindoncity

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)**

260890

File Description	Documents
Any additional information	No File Uploaded
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**

15

File Description	Documents
Any additional information	No File Uploaded
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**

Our college is equipped with the state of the art IT facilities we have Railwire 100mbps internet connection with campus wifi facility. Wi-Fi access points are spread out throughout the campus providing seamless Wi-Fi connectivity. The college has one fully air-conditioned computer Labs' equipped with fifteen (15 nos.) HP Workstations to run the latest multimedia and programming softwares. The college has an exclusive internet room equipped with LCD and projector for video conferencing and e -classes to be used by students for educational purpose and viewing online lectures. Biometric based attendance system is implemented in the college with a server for downloading biometric data. More than 10 HP Laptops, more than 5 monochrome laserjet printers, 1 colour laser printer and multifunctional network Xerox machine are used for both academic and

administrative purposes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchindoncity

4.3.2 - Number of Computers

35

File Description	Documents
Upload any additional information	View File
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	View File

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)

959672

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
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.

The physical, academic and support facilities of the Institution is taken care of by the College Management. Yearly review is done of all the facilities available in-campus and initiatives are taken for general maintainence as well as upgradation in order to upkeep and improve the facilities. Advanced facilities are introduced as and when required in order to serve the stakeholders in a better way and to ensure the fullfillment of its stated vision and mission.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

725

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited 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 benefited 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)	View File

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

E. none of the above

File Description	Documents
Link to Institutional website	https://hte.rajasthan.gov.in/college/gchinoncity
Any additional information	No File Uploaded
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

45

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

45

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

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

A. All of the above

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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
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

278

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
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.

2

File Description	Documents
e-copies of award letters and certificates	View File
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)

Elections for student union in college are held every year in the month of august. But this year 2020-21 student election were cancelled due to Covid 19. These elections are conducted for president, vice president, general secretary and joint secretary. Elected student union plays a dominant role in many activities related to fine arts, sports and other co-curricular activities of the department and the students. Student members of the associations also observe important days like National Festivals, Birth/Death Anniversaries of important leaders, International Women's Day, International Yoga Day, Sports Day, Non violence Day, Teachers Day, Fresher Day, Farewell Party, Joy of giving Week, World Literacy Day, World AIDS Day, World Kidney Day etc. Being a part of the organizing team of the Blood Donation Camp held each year in the college premises along with the NSS Units of the college. The students union helps students in filling the exam form, during admission time and in other works.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt_pg_college_hindaun_city/uploads/doc/NSS.pdf
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

2

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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

Alumni Association Registration in Progress. the alumni`s role is crucial for the development of the college. they provided support in various aspects that are beneficial to students and college. experiences of alumni can be significant factors for students. Alumni can contribute as a guest lecture, adviser in committees they encourage student, their families to consider their college as the provider of higher education. They motivate students to join the work field after finishing their studies. Alumni is an effective role model and can be easily accepted by student. Their experiences whether in time management, development of character or in career management are very useful to the student.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	No File Uploaded

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

Vision of the college is empowerment of young generation through knowledge to bring socio-economic change and sustainable development through quality higher education for all irrespective of their back ground, cast, creed, region, religion and gender to face global challenges.

Mission of the college is to achieve excellence in higher education, providing equal opportunity of higher education to all. It ensures Promotion of women's higher education, ensuring participation of all stakeholders in the development of college, creating awareness of Indian values, culture, heritage, scientific temper, human rights and environment issues and to keep pace with the scientific and technological advancement in imparting knowledge to the students in teaching-learning process in college. Thus college is sustaining quality in education with contemporary knowledge.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchindoncity
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 administration always encourages involvement of staff in decision making and implementation of the policies toward improvement in increasing efficiency of institutional processes for fulfillment of the stated mission of the college.

Principal of the college called staff council meet to discuss policies with the staff and communicate vision and mission of the college and share latest information received from department of higher education with them.

Principal asks staff members to play lead role in planning and implementation of the programmes accordingly. as stated in constitution of various committees involve all faculty members in policy statements and action plan.

While formulating action plan, to meet stated mission college takes care of its all areas of functioning in order to meet the demand of academic, sports, cultural and other activities as stated earlier in SSR. Planning and execution of all such programmes are strictly in accordance to the guidelines of affiliating varsity, UGC and department of higher education.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchindoncity/AQAR
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategies have been adopted by the college to implement its mission to meet need of the students from diverse background and socio-economic backward community in compliance with the norms of state/central government. ? Mechanism to adopt learner centric approach, academic planning, use of modern teaching learning aids and use of ICT resources facilitate students for effective learning. ? Mechanism to up-keep infrastructure available and its extension as per rise in enrolled strength and to make optimum use of the infrastructure toward maintaining quality of curricular and co-curricular activities

in college. ? Mechanism for personality development, computer knowledge and entrepreneurial skill development through YDC programmes.

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/govt. pg college, hindaun city/uploads/doc/NSS%20NEWS%20AND%20PHOTOS.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 institution has various bodies for smooth execution of work in all departments and levels

1. Planning and Development:-Implemented SMS system for dissemination of information including regular notice to all students stakeholders.

2. Administration:-With the help of developed technological world college staff uses the same for administration purpose. Such as use of Smartphone with inbuilt social app like Gmail and Whatsapp. A youtube channel is created where students can find their subject material teachers upload their video in this platform.They share the notes to students. It helps to provide the brief notice of any event to be happened on college. Whatsapp Group for awareness and of smooth functioning of the same. The college have Biometric attendance for teaching and non-teaching staff. The college campus is equipped with CCTV Cameras at every place of need.

3.Finance and Accounts:-The college conducts regular audit of annual books of accounts. The administrative office keeps the all financial records separately as per the events and transactions made for. The administrative office maintains the Books of Accounts properly which helps in auditing procedure.

4.Student Admission and Support:-The admission of students is done based on the norms laid down by the University of Kota and

college education. Committees are formed by the principal to see all the work related to the admission. Under these committees comes the Committee on Arts, Commerce and Science. In-charge of these committees is also made. Who looks after the work related to the admission and keeps the document safe. All information related to admission is given on the college notice board, newspapers and web link.

5.Examination:-The examination of students is done based on the norms laid down by the University of Kota and college education. Similarly, committees are formed by the principal to look into the tasks related to the exam. Who look after all the tasks related to the exam and keeps their documents safe. The time table related to the exam is put on the notice board. The information related to this is communicated to the students by web-link and by message.

6.THE FUNCTIONS OF VARIOUS BODIES:- There is the Teachers' Council headed by Teachers' Council Secretary and the Principal and the Students' Council where a teacher Convenor is the head of the council. Different Committees are set up with teacher Convenors as head who are responsible to carry out the functions of their respective committees. In order to encourage and enhance the research culture among the students and the teachers Research Committee/ Cell has been set up which facilitates in the research oriented activities. The Library Advisory Committee assist and advise regarding the formulation of library policies, purchase of library materials, improvement of library and information services, and operational matters. There are different committees which aim to deliver to the society in numerous ways like National Service Scheme(NSS), Social Welfare Committee(SWC), National Entrepreneurship Network (NEN). Besides there are some societies like Charcha, Debate Society (DEBSOC), College Magazine Committee, Women's Forum for the holistic development of the students. The Cultural Committee of the college is responsible for all the inter collegiate cultural events. The Career Counselling and Placement Committee looks after the career prospects and placement of the students. The Examination Committee helps in smooth conduct of the examinations while the Routine Committee and the Calendar Committee takes care of the class schedules and plan for the academic year respectively. There is a Medical Committee which looks into the medical emergencies and routine health checkups of students and staffs apart from organizing awareness programmes from time to time. Student Freship Committee tries to help the economically underprivileged but

bright students by extending support of full or half Freeship. And last but not the least, the Documentation Committee gathers all the material information from different departments and keeps record of all the activities from time to time.

7.SERVICE RULES, PROCEDURES, RECRUITMENT AND PROMOTION POLICIES
:- Service Rules and procedures are guided by the rules of the state government as amended from time to time in this regard. The recruitment rules for the Teaching staff and Non-teaching staff are as per the eligibility criteria prescribed by the UGC. The promotional policies for teachers are according to the different government orders as released by the Department of Higher Education.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt._pg_college_hindaun_city/uploads/doc/Committee.pdf
Link to Organogram of the institution webpage	https://hte.rajasthan.gov.in/college/gchindoncity
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	No File Uploaded
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

Efforts made by the college to enhance the professional development of its staff are as below: 1. Learner centric education approach is adopted with academic planning using modern teaching learning aids like LCD projector and internet resources. 2. College always supporting staff to participate in refresher course, orientation course, seminar and workshop at other HEI and training programme at directorate level. 3. Promoting participation of staff in cocurricular, extracurricular activities and community works through various committees according to their interest and proficiency. 4. Providing facility and motivating staff to take up research activities and major/minor research projects. 5. Encouraging and ensuring participation of non teaching staff in the training programmes organized by the director, college education regarding computer education training, office procedure and about Rajasthan service rules & regulations.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchindoncity/teaching-staff
Upload any additional information	View File

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

0

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	No File Uploaded
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**

5

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

There is an Internal Performance Appraisal system for all its staff members headed by the Principal of the Institution. The Principal monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall performance annually or as per requirement. The students at the end of their course give an online feedback about all the teachers subject wise. There are Grievance Redressal and Suggestion box placed at strategic locations in the campus where the students can express their query or concern about teachers which is also considered by the Principal. Online feedback is also obtained from all students time to time . All these are scrutinized and assessed by the Principal. The Principal further communicates the outcome with the staff members in a completely confidential manner.

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

Institution conducts internal audit on a continuous basis. The Internal audit assistants are stationed in the college office. Statutory Audit is conducted by Auditors appointed by HE, Department.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/
Upload any additional information	View File

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)

98.22	
File Description	Documents
Annual statements of accounts	No File Uploaded
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 institution is administered by the Governing Body following the best possible practices in the given working scenario. The institution always ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure. The main sources of receipts are fees collected from students, grants from the State Government and the UGC, interest on fixed deposits, fines and other miscellaneous income from sale of old newspapers, magazines, scraps etc. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notifications on college notice boards, website and through text messages. After collection of funds, the surplus is invested in fixed deposits of varied tenures. A budget is prepared in the month of February for the following financial year and every possible effort is made to adhere to the budget. All purchases are made after inviting requisite number of quotations and their proper scrutiny. All the expenditures are checked and approved by at least five office bearers and authorities. Internal checks and controls are very much in place which ensures transparency in financial resource management. The resources are carefully allocated to meet overall administrative requirements including recruitment of staff as and when required, infrastructural upgradation and maintenance, enhancement of teaching learning environment, faculty development etc.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchindoncity
Upload any additional information	View File

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 vision of the institution is to impart, promote and spread holistic education among girls to make them self-reliant and responsible members of the community. With this vision before us, the IQAC has focused on Mental Well-Being programmes and workshops particularly for the students. These programmes have tried to address the variety of mental health issues faced by the students coming from multicultural backgrounds and from different cities. The programmes conducted by specialists in the field give an insight into the common worries and uncertainties which cloud the minds of the young adults. The discussions help the students to identify their areas of concern and the interactive sessions give them the opportunity to vent their anxieties and woes. The positive inputs by the resource persons facilitate the students to tide over their agonies, bring out the best in them, be confident to face the challenges and be ready to gracefully accept both successes and failures, academic or otherwise. These Mental Health Programmes have indeed contributed to the holistic development of the students. Such programmes initiated by the IQAC, are now held at regular intervals and have become an essential part of the college calendar. Even during the period of pandemic and ensuing lockdown, such sessions were held on the virtual platform to take care of the students' mental health and to uplift their spirits. Another such initiative of the IQAC is the introduction of Gender Sensitisation programmes which seek to make the students aware of gender justice and gender equality issues. Such programmes are interlinked with gender empowerment and thereby attempt to fulfil the mission of the institution regarding empowerment of women in an environment of multi-culturalism and egalitarianism. Such programmes commenced with a panel discussion on Gender Sensitisation by Dr. Sudeshna Banerjee and Dr. Aishika Chakraborty organized by the IQAC. Henceforth, different departments and forums of the college

have organized talks and lectures addressing gender issues from a variety of perspectives.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchinoncity/AQAR
Upload any additional information	No File Uploaded

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 regular meetings of the IQAC internally as well as with the principal and different committees are conducted to ensure stocktaking and earmarking of the scopes of improvement in all possible spheres of campus life. Regular feedback obtained from different stakeholders help in proper identification of the target area. The major tasks set up by the IQAC in the last year was to take care of the mental health issues of students during the pandemic times, others included development of awareness among the various stake holders on gender issues, IPR and ethics.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/college/gchinoncity/AQAR
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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/govt._pg_college,_hindaun_city/uploads/doc/Feedback%202020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

1. Women's cell and grievance redressal center has been constituted in the government college. 2. Equality committee has been constituted. 3. There is a separate toilet, separate water cooler and girls common room for the convenience of women and women have equal equality and 60 percent girls are studying in the college. Also, girl students are given 3 percent bonus in admission.

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	Nil

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

C. Any 2 of the above

equipment	
File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File
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	
Auction committee has been constituted under the college. Through which auction of waste solids is done by inviting tenders. Under which furniture, scrap, iron, and dry wood etc. are auctioned. After use - The unusable lab chemical chemicals are destroyed by putting them in the cisterns and electronics, computers etc. are repaired in the e-waste and the unusable e-waste is auctioned.	
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:	D. Any 1of the above

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

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	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and 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

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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

C. Any 2 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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).

Various days are organized under the college. For example, through Komi Ekta Week, Community Connect Programs, Youth Day, Gandhi Jayanti, Human Rights Day, Women's Day, Hindi Day, Voting Day, National Unity Day, etc., the feeling of communal harmony and equality is awakened among the students. Due to which he makes his important contribution in creating brotherhood, equality, unity and communal harmony in the society.

The diversity in India is unique. Being a large country with large population. India presents endless varieties of physical features and cultural patterns. It is the land of many languages it is only in India people professes all the major religions of the world. To represent our Indian culture, on the eve of our college annual gathering we organize a traditional dress competition and fashion show. In this competition students wore the different attire representing the different states, religions and cultures. Through this activity students get acquainted with the different culture of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. This also creates the inclusive environment in the college and society.

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

Importance of Human Rights, Fundamental Rights, Fundamental Duties, Equality, Education, Voting Awareness was told and the officers, employees and students were made aware as well as the oath of the Constitution Preamble was administered. The preamble was unveiled in the college campus. Students are encouraged to participate in activities like essay competition.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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

Govt. College, Hindau city is one of the leading centers of excellence in Sawai madhopur. Our college celebrates National and International days enthusiastically every year. All staff members and students gather in the college to celebrate these days. Every culture has number of festivals and celebration has become a vital activity. Celebration of cultural and constitutional festivals is integral part of college's co-curricular activities. Throughout session different days are celebrated by students with guidance of teachers which help them to know about different cultures and to cognitively imagine India as a nation. The academic calendar is brimming with important events which show enthusiasm of this institution in celebrating many national as well as international days and commemorative events and festivals. Republic day is celebrated every year on 26th January in the college with great enthusiasm and pride. It is a day to remember when India's constitution came into force on 26 January 1950 completing the country's transition toward becoming an independent republic. A function is organized in the college campus where all staff members and students share their thoughts about importance of this day in history of our nation and pay tribute to all freedom fighters who sacrificed their lives in order to gain the freedom for the India. Independence Day is also celebrated on 15th August in the college with great enthusiasm. It is celebrated on 15th August commemorating the nation independence from United Kingdom on 15th August 1947. It is a day when all staff members and students pay homage to their leaders and those who fought for India's

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

1. Following the guide line of Covid-19, the admission, study, teaching and examination program in the college was successfully completed. Teaching work was done to the students through online classes. The result of the students who were successful in the examination was about 80 percent. According to the calendar and according to the guide line of Covid-19, all the works were done successfully throughout the year. PDF, YouTube videos, assignments were made available through e-content.

2. Students undergo various problems of stress- personal, academic, physical, mental. Students are new to professional college life. Students from educationally weak background feel complex and hesitations in class and unable to perform well due to inhibitions. Statistics reveal increasing number of suicides and dropouts. Considering the student-teacher ratio in classrooms, it is difficult at times to give personal attention to students in class. One solution therefore is a 'Mentor' who can form the bond with students in the true sense. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress.

3. Different teachers use different methods to teach in class. They teach at different paces. It was observed that syllabus coverage remains a challenge when there is need of uniformity. The teachers find it difficult to keep pace with the techno-savvy student learners. There was a need of uniformity and standard setting so that everyone is able to meet the objective of best teaching practices. It has become essential for teachers to adopt to the latest pedagogic styles and include

ICT in class room teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for teaching - learning needs to bridged.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

1. In the college, more emphasis has been given on cleanliness, e-content, environment and the college campus has been given CCTV. The camera is built in. Students have been motivated to conduct various courses online through innovation and skill development and Mukhyamantri Kaushal Vikas Yojana. Awareness has been created about skill development among the students.

2. Guidance has been given to prepare for online competitive exams. For this, a competition efficiency program was conducted. Motivated to take advantage of various schemes such as Gyandoot, Gyansudha and their links.

3. Through the theme of Anandam, awareness was created to develop the qualities of social, civic duty and morality. The work of free mask distribution and book distribution was also done.

4. The College is 100% barrier free and has 'Under One Roof' Enabling Unit and Equal Opportunity Cell. The College follows a proactive financial aid policy and 'Need Blind Admission Policy', organizes courses in the teaching-learning of English Language and ICT skills for Economically Weaker Sections, skill training courses, computer literacy and mobility training program for Persons with Disability. Pursuing its vision of Diversity Inclusion and Integration in the last five years, the College provided financial assistance to several students with partial fee waivers including hostel fee waivers and also full fee waivers. This assistance was in addition to the support received by reserved category students from state and other

agencies. The College also facilitated students in need, to obtain financial aid from other agencies, trusts and NGOs. The College has a financially sustainable Need-Blind Admission Policy that enables all students to enroll for its courses at the time of admission itself. It continues to support students with Registration Fees to make their academic presentations in professionally recognized conferences abroad and within the country

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

7.3.2 - Plan of action for the next academic year

1. Smart class room is proposed to be constructed. 2. Computer laboratory will be developed. 3. It is proposed to expand various laboratories in the Faculty of Science. 4. Different sports grounds for different sports will be developed under the sports ground. 5. Seminar Hall is proposed to be constructed. 6. Emphasis will be given on increasing research. 7. Efforts to beautify the college and construction of Subhash Garden are proposed.

8. It is proposed to get boundary wall and leveling done in the north direction of the college. 9. Efforts will be made to get boys and girls hostels constructed in the college.

10. Innovations in study and teaching will be developed and study and teaching will be promoted through new technology. 11. All faculty members will be motivated to upload online lectures, videos, Gyandoot, Gyansudha. 12. Motivation will be given to do courses through IGNOU and Kota Open University.