



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**GOVT GIRLS P.G. COLLEGE SAWAI MADHOPUR**

**RAJVIHAR COLONY, NEAR DUSHERA GROUND, SAWAI MADHOPUR  
322001**

<https://hte.rajasthan.gov.in/college/ggcsawaimadhopur>

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Government Girls P.G. College Sawai Madhopur upholds the motto “ SA VIDHYA YA VIMUKTAYE ” Which implies freedom through knowledge.

Government Girls P.G. College, Sawai Madhopur (GGPGC, SWM) the premier centre of learning of south-east Rajasthan, the pioneer institution of women education had rendered twenty years of service to humanity by turning out thousands of women graduates who have made their mark in various fields.

Sawai Madhopur district is rather far flung covering an area of 5042 sq. km. including 780 sq. km. of protected forest area spread over eight sub divisions and eight Tehsils. The city is popularly known as the "Gateway to Ranthambhore.

At the time of its formation the district was divided into four sub-divisions namely Sawai Madhopur, Gangapur City, Hindaun and Karauli each division comprising of three tehsils.

[https://drive.google.com/file/d/1XR\\_WWw1TCIWGDKWI-wNvlnTo-Rfe9779/view?usp=sharing](https://drive.google.com/file/d/1XR_WWw1TCIWGDKWI-wNvlnTo-Rfe9779/view?usp=sharing)

As the majority of the local populace consisted largely of economically depressed section, even the meritorious students had to be content with formal primary education alone. In such a scenario, even to think of education for girls was a distant dream. The College was established in the year 1996 as a State Govt. policy to provide quality education at affordable prize in all sections of society particularly empower girls through education at every district headquarter. The College has Arts and Commerce faculty. Initially Sanskrit, Political Science, History, Sociology, Hindi literature were offered as an optional subjects in Arts faculty. In the year 2010 Urdu and Home science in 2016 was also introduced as an optional subject at the graduation level. In the Commerce faculty there is a facility of studying three subjects E.A.F.M., Business Administration, and A.B.S.T. Recently in the current session 2017-18 the college has been upgraded at the post graduation level offering Hindi Litt. in Arts Faculty and Business Administration in Commerce Faculty.

The college was originally affiliated to M.D.S.University, Ajmer . In compliance with the state government’s decision, the College came to be affiliated to the Kota University Kota in 2004 since the inception of this university. Full utilization of the UGC and State Government funds is ensured to make additions in the infrastructure.

### **Vision**

#### **Vision:**

To emerge as a “Center of Excellence” offering formal education and opportunities of very high standards to students, develop the total personality of the girls students, instill high levels of discipline and strive to set global standards, making them ethically and mentally strong, who in turn shall contribute to the advancement of society and nation.

The college also has a perfect blend of age and youth in its faculty members. While the senior members affectionately guide the young at every step, the young faculty is energetic, enthusiastic and ready to confront all challenges. This makes it easier to utilize their services for the useful and the good purposes. Surprisingly, the need to enforce strict discipline has given way to participatory management. The College boasts of its academic expertise. The members are highly qualified, yet are in continual pursuit of knowledge through research projects. The faculty boasts of teachers who have presented Research Papers.

The budding flowers (students) of the institution are by and large a disciplined lot willing to be groomed. Most of them are from rural background and first generation learners. They are facing hardships to pursue knowledge. A huge percentage of students belonging to backward castes/tribes are availing scholarships, which is a coveted aid. The library is rich having an adequate stock of books and journals. From the point of view of the examination results, students achieve very good grades.

This institution is spread over 2.5 Hct. of land; boasts of a faculty in Post Graduate and under graduate studies in 11 Departments (Including general English) with 11 faculty members (Including Principal) and about 1593 regular enrolments along with an equal number of non-collegiate students. A good percentage of faculty positions comprise of women and there is a strength of 8 non-teaching staff. Giving appropriate emphasis on curricular and co-curricular activities, Government Girls P.G. College Sawai Madhopur attempts to develop student's personality through teaching, YDC, Sports, NSS, Scouts & Guides along with cultural and other academic activities.

## **Mission**

### **Mission**

we dedicate and commit ourselves to achieve, sustain and foster unmatched excellence in education. To this end we will pursue continuous development of infrastructure and provide our students technologically up to date and inspiring environment of learning and inculcate in them ethical and moral values.

### **The college is committed:**

1. To empower the students by identifying, nurturing, sharpening and harnessing their individual talents for the betterment of the society and themselves.
2. To create responsible and law abiding citizens for the country.
3. To understand the involutions and challenges of today's life and transform them into fortunes.
4. To create a sense, among the students, of belongingness to the country and the society.
5. To inculcate among them an appreciation of our history, culture and imbibe social harmony and a sense of unity in sundry diversities such as religious, cultural, ethnic and regional.
6. To create best professionals and academicians to serve the society.

7. To create essential facilities for the students to cope with new challenges.
8. To create fully advanced and digitalized facilities for the students.
9. To create healthy environment for teaching and learning in the college with the different apps provided by the Government of India and Rajasthan, and other agencies.
10. To create facilities for indoor and outdoor games.
11. To create an enhanced awareness for the environment.

**Govt. Girls P.G. College Sawai Madhopur empowers students to :**

1. Take the opportunities available to them.
2. Be sound- educationally, socially and economically, and humane too.
3. Contribute to the growth of their nation.
4. Be 'educated' in the real sense of the word.
5. Be academically strong.
6. Acquire life skills and take the challenges as they stride forward.
7. Sharpen their skills.
8. Be able to assert their leadership in a positive manner.
9. Succeed as professionals, entrepreneurs, technocrats, bureaucrats, academicians, political leaders etc.
10. Be good human beings.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

### **SWOC**

#### **Institutional Strength :**

1. The college has 2f, 12b and permanent affiliation and provides free education for girls with  
Excellent results i.e. above 90% in all Streams (Programme)

2. Highly qualified faculty with experience in teaching/administration possessing M. Phil, Ph. D.  
Degree in relevant discipline with extra ordinary academic performance.
3. Teacher of the institution participate in activities related to curriculum development and assessment of the affiliating university on the academic bodies like BOS, Academic Council etc.
4. 36 research papers published during last five years in journals with ISSN & Refereed journals  
And 11 books published by 04 faculty members with ISBN No and five chapter in edited book
5. Classrooms and Seminar Halls with ICT enabled facilities, one smart classroom and fully automated library is available in the college.
6. Research Supervisors are available in the college.
7. Research papers published during last five years in journals with ISBN No.
8. Hygienic Drinking Water Facilities : Two R.O. & Two Water Coolers Available.
9. No Tuition Fee is Charged as the Institution is for Girls/Women Only.
10. Good performance in Co- Curricular Activities for Example Games, Sports, N.S.S. through various Committees and Cells Such as YDC, Women Cell And Cultural/Sports Committees.
11. Eco Friendly Campus with Plantation Rain Water Harvesting and use of CFL.

### **Institutional Weakness**

#### **Institutional Weakness :**

1. Students from Vernacular Mediums.
2. Most of the students come from rural background who do not have exposure to ICT enabled techniques and are first generation learners.
3. Lack of autonomy being an affiliated college.
4. Sports facilities could not be developed properly due to the lack of Physical Education teacher
5. Controlled and somewhat rigid procedures to introduce new age programmes at UG and PG level due to permission from authorities and affiliation with the University.

### **Institutional Opportunity**

### **Institutional Opportunity :**

1. Post Graduate classes in Hindi Litt. and Business Administration started with effect from 2017-18.
2. Capacity building and skills enhancement like soft skills language and communication skills, Life skills, (Yoga, Physical Fitness, Health and hygiene) ICT/ Computing Skills are provided to the students.
3. Students are benefited by guidance for competitive exams and career counselling offered in the college.
4. An activity based course (A two credit compulsory course is implemented in all years of UG And PG programmes i.e. The Anandam programme aims to instill the joy of giving in young people, turning them in to responsible citizens from the year 2020-21.)
5. Due to Covid-19 pandemic students were benefited through digital platform by providing various resources on social media i.e. youtube channel and whatsapp group.

### **Institutional Challenge**

#### **Institutional Challenge:**

1. Accessibility to internet in remote areas is a big challenge for students.
2. English is no longer a library language therefore it should be offered as optional course to students who need it greatly to polish their communication skills.
3. Introducing vocational and professional courses to enhance placement.
4. Mushrooming of private colleges.
5. Since our institution offers very few programmes at PG level restrains many of the faculty from being Research Guides Despite the academic qualification due to dissimilar policy of the Affiliated University and hampers the research enhancement activities in the institution.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The college offers a wide range of programme options and courses that are in tune with the emerging national and global trends and are relevant to the local needs as well. The college follows the curriculum prescribed by the affiliating university and it works out the details for effectively operationalising the given curricula. Teachers of the college play role in the formation of the syllabuses for several programmes run by the university, as some are members of Board of Studies & Academic Council. [View Document](#)

College follows the Academic Calendar issued by the Commissionerate of College Education for effective implementation of the curriculum. The Time-Table Committee holds informal meetings with the different departments and allocates papers and periods to the faculty. The college runs two under graduate programmes, viz. B.Com. & B.A. Supplementary enrichment programmes are also organized that acquaint students with the crosscutting issues. College offers courses–PG Programmes in two courses Hindi litt. and Business administration respectively.

The college offers academic flexibility to the students regarding choice of courses and at the entry level, i.e. part I of both the streams. Ten courses/subjects are available along with 13 course combinations. The college administration has formed Regular Study Monitoring Committee and Regular Attendance Monitoring Committee to supervise effective implementation of the curriculum. The head of the institution takes round of the campus to monitor and ensure smooth functioning of the classes. [View document](#)

The faculty enhance themselves through participation in National/ International conferences, seminars, workshops, Refresher/Orientation courses. Feedback from students, alumni and academic experts give the right impetus and direction for necessary changes in the curriculum.

Feedback on curriculum obtained from students, academic peers, parents and stakeholders have facilitated innovative initiatives and ensured continuous growth. Members of our faculty, nominated by the affiliating University on its academic and research committees have made seminal contribution in making the curriculum. Number of eminent resource persons in various disciplines across the state/ country have visited the institution in the past few years.

### Teaching-learning and Evaluation

Admission to the programmes is by a transparent, well-administered mechanism, complying with all the norms of the concerned regulatory/governing agencies including state and central governments. The college plans and organizes teaching, learning and evaluation schedules by strictly following the Commissionerate College Education/ University Academic Calendar, [View Document](#)

By maintaining academic diaries of the academic events and co-curricular activities and preparing its annual blue print of the academic events and co-curricular activities. [View Document Time Table](#)

Fully aware of the extent and significance of institutional accountability in the teaching learning and evaluation

process, individualized teaching learning programmes are conducted to cater to the broad spectrum of academic calibre of students admitted. Student mentoring and guidance services are provided for the students at the academic, personal and psycho-social levels.

Interactive instructional techniques like focussed group discussions, brain storming sessions, experiments, Power Point Presentations and application of ICT resources enrich the teaching learning experience and engage students in higher order thinking and investigation. Formal Awards have been given to our faculty members in recognition of their meritorious excellence in their respective fields. Teacher Quality is assured by recharging the faculty members in their own discipline and on general professional competence through training programs and Faculty Development Programs. Such as Gyan Ganga (FDP), Gyan Doot, Short Term Refresher Courses, Orientation Refresher Courses etc. A total of 06 faculty members have been awarded Ph.D. in service. Responsibility of implementing, monitoring and reviewing the student centric teaching-learning plan and evaluation is carried out on a regular basis with the IQAC support. View Document IQAC

Admissions are done online for the entry levels of the programmes. Students belonging to SC category are given 16% reservation of the total seats, and 12% seats are reserved for the ST category. 21% seats are kept reserved for OBC (NC) students, while 5% reservation is given to students belonging to SBC category and 10% to EWS . Women Sexual Harassment Prevention and Redressal of Grievances Committee, and Women Cell have been formed for gender sensitization. View Document

### **Research, Innovations and Extension**

The college encourages its staff to take up research activities and engage in interdisciplinary and Inter-departmental research activities. 36 research paper presentations have been made in National/ International seminars and 06 research article publications in National/International journals and seminar proceedings. Research ambience in the campus is achieved by the visits of experts during their interactions with students. Many of our faculty members are approved research guides in centres of other universities.

Our faculty has won many laurels and awards on both national and international level for their quality research. Regular interactions with different agencies and NGOs offer the students of humanities practical exposure and a chance to apply their learning in the field.

Many members of Faculty are also engaged in active research by way of publication of books (critical and creative) and international journals. So many books have been published by the faculty members. Weekly value education classes is imparted by Youth Development Centre.

The college has a wide range of Extension and outreach programmes (Educational, General and Specific) with special focus on the underprivileged and the vulnerable sections of society. The Extension Programs namely NSS, YDC, Planning Forum, women cell, Scouts provide innumerable opportunities to students to reach out to society and contribute to ameliorating the lot of people who are oppressed, powerless and disadvantaged. Workshops, seminars, talks, poster exhibitions, awareness campaigns are regularly held by the organizations like, NSS, YDC, Scouts and all departments for mass sensitization on issues such as gender inclusion and environment.

The college is not a recognized research centre affiliated to University of kota, . However support facilities are



available in the campus for undertaking research. Seminars are organized by the institution with focus on capacity building in-terms of research and imbibing research culture among the staff and scholars. Eminent speakers and researchers are invited by the college to address the students from time to time. Some research projects have been completed by the faculty members. The Research Committee I.D.E.A. (Inter Disciplinary and IQAC encourage the staff to utilize their expertise for consultancy as well. View Document IQAC Innovation

View Document IQAC Formation

### **Infrastructure and Learning Resources**

The college's main focus is on expanding its resources in terms of construction, ICT, Lab/office equipments, furniture, library and other facilities that facilitate teaching learning experiences. It is well aware of the fact that adequate infrastructure facilities are important for effective and efficient conduct of the educational programmes. A great number of physical facilities are available for curricular and co-curricular activities. Specialized facilities and equipment are available for teaching, learning.

Infrastructure facilities are the key for effective and efficient conduct of the educational programs. The Institution has class rooms, lab and a seminar hall. Augmenting infrastructural facilities has been a regular practice for sustaining and promoting academic excellence. Keeping in view the role and impact of technological advancements on higher education, the college has upgraded technology to give a new direction to teaching learning experience at Government Girls P.G. College, Sawai Madhopur. The access of internet is provided to Principal office, Vice Principal office, Administrative Office, Library through broadband network. This has given fast connectivity. The computer facilities are being used for academic and administrative purposes. We have Laptops and desktops with printers. The College is continually updating its automation facilities, which will soon be a complete database of all college information to facilitate retrieval and usage for administrative and academic purposes.

The institution has an airconditioned and well furnished conference room with capacity to accommodate about 100 persons.

Library, the nerve centre of learning at college having an access with a seating capacity of 50 students is fully automated.

The college ensures optimal utilization of budget allocated for the maintenance and upkeep of the college infrastructure by holding regular meetings of various bodies /committees constituted to plan and monitor the projects to be taken up in a session.

### **Student Support and Progression**

The diverse programmes in academics and co-academics as well as in sports, cultural and social activities are well synchronized and reinforced with an effective support system to produce enlightened and self-reliant students as visualized in the vision and mission of the college.

The Student union representing the voice of student community acts as a link between the Staff and students. The Student union gives leadership to students for involvement in the campus. Anti-Ragging and Discipline

Committee, Cleanliness Committee all have student representatives.

[View Document Anti Ragging Committee](#)

Teacher-student mentoring and student-student mentoring aim at the allround progress of students. A help desk is provided to ensure students professional physical, personal and psycho social well-being. Student Grievance Redressal Cell effectively functions in the campus, Sports day, and celebration of different national and international days with fervorous ensure the participation of students in extracurricular and co-curricular events.

[View Document Anandam](#)

The college promotes inclusive practices for social justice and better stakeholder relationships. The SC/ST/OBC and economically needy students are provided equal opportunities by award of scholarships and stipends from social welfare department and minority department.

The college atmosphere is enriched with curricular and co-curricular activities. Events at the departmental level are designed to supplement quality teaching and personality development of students. College is encouraging student's participation in curricular and co-curricular activities alike. Expert professional trainers help in the development of leadership skills and life skills in the students. The individual talent is tapped, nurtured and channelized through Subject Societies and clubs which keep the campus alive and vibrant with numerous activities.

The College has very strong track record in sports. Some of the students represented the college at State & National level. Our sports students have been placed in Railways, Police and Colleges etc. Government Girls P.G. College Sawai Madhopur has a galaxy of alumni; the institution feels proud over them. The college has Alumni Association (Old Students Association) where the old students placed at different position in various department through their valuable suggestions and assistance work for all round development of the institution catering to the needs of women empowerment.

## **Governance, Leadership and Management**

The college has a visionary and transformative leadership which has steered the college to its present iconic status. Rooted firmly in the belief that education is the pathway to self improvement and self realization and eventually the empowerment of society, the enlightened administration provides clear vision and mission of the institution which is in tune with the higher education policies of the nation and facilitates in building the organizational culture.

Regular meetings of Mahavidyalay Vikas Samiti,

[View Document Vikas Samiti](#)

The Principal works closely with administrative team comprising Vice Principal, Co-ordinator IQAC, to offer effective leadership by setting values and participative decision-making process in co-ordinating the academic and administrative planning and implementation. The institution adopts quality management strategies in all academic and administrative aspects. The administration ensures professional development of the employees by sanctioning academic leave for paper presentation, participation in trainings and conducting training sessions to faculty and staff by experts in various fields.

Mechanisms for regular performance appraisal of staff have been evolved to ensure academic excellence.

Finance and Accounts Department, working under the supervision and headship of the Assistant Accounts Officer (AAO) with administrative control of the Principal, The departmental allotment of money is decided by the Principal in consultation with the faculty members.

Any deficit in the annual budget is met by the College through Mahavidyalay Vikas Samiti and MLA/MP-Local Area Development (LAD). The college also makes efforts to secure additional funds from various government agencies such as DST, FIST and local bodies and elected representatives for development activities. The income and expenditure of the institution are subjected to regular internal and external audit. In compliance with NAAC regulations, Internal Quality Assurance Cell (IQAC) has been functioning as a quality sustenance measure since 29.08.2016 Regular meetings of IQAC and Heads of Departments help in effective planning and implementation of institutional policies. Annual review and progress assessment is done by IQAC. Feedbacks are collected from all stakeholders and analysed for the review of implemented quality policy. The institution adopts quality management strategies in all academic and administrative aspects through RACE and other committees.

[View Document Race](#)

### **Institutional Values and Best Practices**

1. GGPGC SWM aims at providing quality education which encompasses moral and ethical values and assimilation of qualities which prompt a global vision. The college caters to the holistic development of the students under its care and thus follows a number of healthy practices aimed at upholding Indian traditional values. Webinars on social moral and ethical issues, life of eminent personalities, some new concepts like Intellectual Property Right (IPR) were organized in the time of covid-19 pandemic.  
[View Document IPR](#)
2. Interdisciplinary studies which are considered a major trend in teaching and research are given due importance and encouragement. The programmes undertaken by faculty aim at encouraging, introducing new trends in interdisciplinary subjects and giving updates for example emerging global issues and legal awareness.
3. The college is highly conscious of its responsibility to the student community based practices, Fostering Community Responsibility and Empowering Women : Lays Foundations for Better Society. The society, The Nation and the Environment. In order to fulfil social responsibility of the institution and to foster that spirit in students, a variety of community development programmes are conducted through Women Cell, NSS, YDC, Scout & Guide and Planning Forum, Human Rights's Cell etc.
4. The conduct of the Eco club in the college campus, Earth Day, Water Day, Environment Day etc. instill in all a love of nature and a desire to conserve energy and water. Rainwater Harvesting System and restricting use of plastics on campus are some of the initiatives that motivate the students to protect the environment.
5. College with its vision of empowering women through the light of knowledge has been serving generations with its unique and innovative ways of teaching, learning and reaching out to the society. It illumines the hearts and minds of people in this part of the country and gives leadership in standing for a good cause.
6. Gender equity promotion programmes are organized such as information regarding PCPNDT Act. (Under save the Girls Child Project) are given regularly.
7. Rain water harvesting system is functional.
8. Friendly options are available for the differently abled.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT GIRLS P.G. COLLEGE SAWAI MADHOPUR
Address	RAJVIHAR COLONY, NEAR DUSHERA GROUND, SAWAI MADHOPUR
City	SAWAI MADHOPUR
State	Rajasthan
Pin	322001
Website	<a href="https://hte.rajasthan.gov.in/college/ggcsawaimadhopur">https://hte.rajasthan.gov.in/college/ggcsawaimadhopur</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	MANISHA SHARMA	07462-221124	9414646470	-	girlscollegeswm91@gmail.com
Associate Professor	Arti Rani Singh	07462-233554	9414287605	-	artibhadauria65@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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Date of establishment of the college	18-06-1996			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>		<b>Document</b>	
Rajasthan	University of Kota		<a href="#">View Document</a>	
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>		<b>View Document</b>	
2f of UGC	23-06-2015		<a href="#">View Document</a>	
12B of UGC	23-06-2015		<a href="#">View Document</a>	
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	RAJVIHAR COLONY, NEAR DUSHERA GROUND, SAWAI MADHOPUR	Urban	25000	1442.53

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Arts	36	SENIOR SECONDARY	Hindi	1500	1338
UG	BCom,Commerce	36	SENIOR SECONDARY	Hindi	240	46
UG	BA,Grah Vigyan	36	SENIOR SECONDARY	Hindi	240	78
PG	MCom,Business Administration	24	GRADUATION	Hindi	120	0
PG	MA,Hindi	24	GRADUATION	Hindi	120	117

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				5				7			
Recruited	0	0	0	0	4	1	0	5	4	3	0	7
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				9
Recruited	7	2	0	9
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0



<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	4	1	0	2	1	0	8
M.Phil.	0	0	0	3	0	0	0	0	0	3
PG	0	0	0	4	1	0	4	3	0	12

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	1462	0	0	0	1462
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	117	0	0	0	117
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	296	313	269	338
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	301	339	361	413
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	430	453	390	415
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	229	272	248	132
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	245	216	231	304
	Others	0	0	0	0
Total		1501	1593	1499	1602

**Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	Our's is the government college we do not have the autonomy to design curriculum but faculty members and other department integrates parts of each department into the study program of the others. ie organising seminars or lectures on issues that helps in holistic understanding of the world.
2. Academic bank of credits (ABC):	We do not have virtual/ digital store house that contains the information of the credits earned by the individuals for giving them multiple options for entering and leaving colleges or universities.
3. Skill development:	In our state we organise skill development courses for students integrating with govt. agencies like rajasthan skill and livelihoods development corporation. we organized two skill based courses under mukhyamantri yuva kaushal vikas yojna last year in our college
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The major thrust in our college is to teach subjects in vernacular alsı . ie Rajasthani Language . we have folk song, dances and folk art competitions . We also organize competitions to promote art form which is on verge of extinction.
5. Focus on Outcome based education (OBE):	na
6. Distance education/online education:	na

## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
12	12	12	12	10
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
04	04	04	04	02

### 2 Students

#### 2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1579	1385	1593	1501	1460
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1267	1047	1020	983	929

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
487	477	527	440	403

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
12	12	10	10	11

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
12	12	12	12	8

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 07**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
2.64	1.10	2.46	1.15	1.58

**4.3**

**Number of Computers**

**Response: 11**

NAAC

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

###### Response:

###### Curricular Aspects:

The college offers a wide range of programme options and courses that are in tune with the emerging national and global trends and are relevant to the local needs as well. The college follows the curriculum prescribed by the affiliating university and it works out the details for effectively operationalising the given curricula. Teachers of the college play role in the formation of the syllabuses for several programmes run by the university, as some are members of Board of Studies & Academic Council. [View Document](#)

College follows the Academic Calendar issued by the Commissionerate of College Education for effective implementation of the curriculum. The Time-Table Committee holds informal meetings with the different departments and allocates papers and periods to the faculty. The college runs two under graduate programmes, viz. B.Com. & B.A. Supplementary enrichment programmes are also organized that acquaint students with the crosscutting issues. College offers courses-PG Programmes in two courses Hindi litt. and Business administration respectively.

The college offers academic flexibility to the students regarding choice of courses and at the entry level, i.e. part I of both the streams. Ten courses/subjects are available along with 13 course combinations. The college administration has formed Regular Study Monitoring Committee and Regular Attendance Monitoring Committee to supervise effective implementation of the curriculum. The head of the institution takes round of the campus to monitor and ensure smooth functioning of the classes. [View document](#)

The faculty enhance themselves through participation in National/ International conferences, seminars, workshops, Refresher/Orientation courses. Feedback from students, alumni and academic experts give the right impetus and direction for necessary changes in the curriculum.

Feedback on curriculum obtained from students, academic peers, parents and stakeholders have facilitated innovative initiatives and ensured continuous growth. Members of our faculty, nominated by the affiliating University on its academic and research committees have made seminal contribution in making the curriculum. Number of eminent resource persons in various disciplines across the state/ country have visited the institution in the past few years.

##### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

###### Response:



## 1.1.2 Number of certificate/diploma program introduced during the last five years

Answer: 2

## 1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

2019-20      2018-2019      2017-18      2016-17      2015-16

02\*              02\*\*              02\*\*              02\*\*              0

\* Skill Development courses under MMYKY

[View Document MMYKY](#)\*\* Certificate/Diploma programme organized by IGNOU. [View Document](#)[View Document IGNOU Admit Card](#)**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 last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**1.2 Academic Flexibility****1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented****Response:** 0**1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.**

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years****Response:** 0**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of Add on /Certificate programs	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years****Response:** 0**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>

**1.3 Curriculum Enrichment****1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum****Response:**

1.3 Curriculum Enrichment – Various suggestions in BOS help in curriculum enrichment. The college does not have an authority to make some amendments in curriculum directly.

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human

Values and Professional Ethics into the Curriculum.

Answer:

These issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT have been suitably integrated in the syllabi of different courses run in the college.

The college also conducts seminars, symposiums, workshops, lectures, rallies under the aegis of NSS, Women Cell, YDC.

To sensitize students towards these issues, Essay Writing Competitions, Poster Making Competitions, Slogan Writing Competitions are organized from time to time by different forums and committees.

Programmes Organized to Integrate the Crosscutting Issues

Sr. No.	Year	Programme	Organizing Unit		
1	2013-14	Biodiversity	Y.D.C		
2	2013-14	Environment awareness	Y.D.C.		
3	2013-14	Women Empowerment, Economic Development	Y.D.C.		
4	2014-15	Anger Management	Y.D.C.		
5	2014-15	Importance of Social Values	Y.D.C.		
6	2014-15	Stress Management	Y.D.C.		
7	2015-16	Clean India Clean Environment	Y.D.C.		
8	2015-16	Self Development and Anger Management	Y.D.C.		
9	2015-16	Bio diversity	Y.D.C.		
10	2015-16	Clean India Campaign	Y.D.C.		
11	2015-16	Time Management	Y.D.C.		

12	2015-16	Biodiversity	Y.D.C.		
13	2016-17	Environment Awareness	Y.D.C.		
14	2016-17	Anger management and self development	- Y.D.C.		

- 15 2016-17 Biodiversity Crisis Prevention Y.D.C.
- 16 2017-18 Swach bharat Mission, Blood Donatation, Aids awreness, NSS
- 17 2018-19 Free Distribution of G.K. Books to all regular students, commencement of coaching classes in college for competitive exams. Students Mentoring Committee.
- 18 2019-20 Free Distribution of G.K. books to all regular students, Pratiyogita Dakshta Programme,  
Skill Enhancement Programme run under MMKVY and all Activities organized under  
N.S.S., Scout and Guide etc.

[View Document](#)

Awareness Drives by NSS regarding immunization, literacy, hygiene, environment protection, plantation, anti-drug and dignity of women

#### Better Career Options

Lectures organized by YDC and Employment Cell to acquaint students with various career options available after graduation and how to prepare for them.

[View Document Skill Development](#)

View Document Pratiyogita Dakshta

1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years

Answer: 06

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Answer: 04

1.3.3 Percentage of students undertaking field projects / internships

Answer: 14.08 (Average)

Year	Total Students enrolled	No. Of Students undertaking field projects
2019-20	1499	158
2018-19	1593	202
2017-18	1501	222
2016-17	1460	215
2015-16	1403	253
Total	7456	1050

1.3.3.1 Number of students undertaking field projects or internships

Answer: 1050 out of 7456 in the last five years.

View Document field projects

#### 1.4 Feedback System

1.4.1 Structured feedback on curriculum obtained from

1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents

For design and review of syllabus semester wise/ year wise

Answer: A.Any 4 of the above

File description	Document
URL for stakeholder feedback report	View document
	View Document

View document

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 0

#### 1.3.3.1 Number of students undertaking project work/field work / internships

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni**

**Response:** C. Any 2 of the above

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 81.88

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1602	1499	1593	1501	1460

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1980	1940	1900	1820	1720

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 100

##### 2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1267	1047	1020	983	929

#### File Description

Average percentage of seats filled against seats reserved

#### Document

[View Document](#)



## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

**Response:**

Answer : Each student is important for the Institution and it tries to cater to each one's diverse needs. The institution takes efforts to identify and respond to special learning needs of the advanced learners. The faculty member try to identify the advanced learners in their respective subjects through the marks obtained in class/term tests and the annual exams. Students' attendance, participation in the classroom interaction and the innovative creations in their practical assignments also help in the work. Once such students are identified, they are given extra assignments and are encouraged to participate in various competitions and other college activities. Extension lectures and counselling sessions for communication skills, personality development, and competitive examinations are also organized to enrich and equip the students with employability skills. Students who have passed class 12 in the stream other than commerce stream and who join faculty of commerce for the first time in B.Com. Part I, have to opt two extra subjects- Book Keeping and Banking along with other optional subjects prescribed in syllabus by the university. The Students Advisory Centre of the college provides academic, personal, psycho- social guidance and counselling to the students. Students seeking admission in various courses are extended counselling related to selection of subjects, availability of related subject material and books and financial assistance. The college collects data and information on the academic performance of The students at risk of dropout through class tests and the university results. It formulates and follows various strategies to help those students who may discontinue their studies if some sort of support is not provided. The college organizes extension lectures on such issues through various committees. The institution assesses the students' needs in terms of knowledge and skills. This assessment is done before the commencement of the programme by the marks scored by the students in the qualifying examination and in the orientation held at the commencement of the session. After then the College organises extra classes. As most of the students come from rural background, the faculty tries to facilitate learning at the level of content and comprehension. The faculty provides personal guidance and motivation to such students. Books are provided from library to the students and the teachers. Motivational counselling is done during dialogue with such students. Students, whose parents' annual income is not more than twenty thousand per annum, are given scholarships. Scholarships are given to the wards of deceased state government employees. Our college has proper Book Bank facility which provides books, magazines and journals to all these regular students. Separate Book Bank is available for girls of the scheduled caste category. Children/grandchildren of freedom fighters from Rajasthan are also given scholarships. According to government policy, institute provides totally free education to more than 40% physically handicapped the students and to blind students. Students of economically weaker sections are given one extra library ticket so that financial hardships do not hamper their studies. Tutorial groups are formed on the basis of marks obtained in the term tests.

[View Document community connect program](#)

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

**Response:** 134:1

## 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

#### Response:

Answer

Teaching-learning process is in the centre of all policies, plans and activities related with dynamics of education. The college plans and organizes the teaching, learning and evaluation schedules according to the guidelines provided by the Commissioner of College Education, Jaipur, Rajasthan. Support structures and systems are available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students to make learning more students- centric. The college makes efforts to ensure students' growth and development in a congenial classroom atmosphere. Students are provided opportunities for academic interactions such as workshops and group discussions which help in interactive and collaborative learning. They are divided into groups for the task and the students work together on a common project. Library facility is provided to all students as per norms decided by library committee of the college. Right from the beginning students are guided, counselled and corrected to make sure that they are adopting the right path. Incentives and awards are given to motivate the students. Nurturing critical thinking, creativity and scientific temper among students: The college takes various steps that complement learning and learning experiences: Inter faculty interaction between the students and faculties from various departments are organized through YDC. Environment awareness week is organized yearly where students build new environment protection charts and apply the vision in life. Debate, essay writing, poetry recitation, and poster making competitions are organized to develop creativity skill among students. Educational tours, excursions and field trips are conducted by the college. With its sincere efforts, the institute tries to inculcate various graduate attributes in its students such as respect for humanity and democracy. It also wants to equip them with professional skills to employ scientific and technological knowledge for the betterment of the country and society. Technologies and facilities available and used by the faculty for effective teaching: Computer Lab and internet facility is available in the college so that faculty members and students can use for improving the knowledge. Library facility is available so that the faculties can acquire the recent trends in the research field and can transfer it to the students. Faculty members use the projector during the teaching-learning process. Faculty members help students by utilizing online services like E-Pathshala (<http://epathshala.nic.in/e-pathshala-4/flipbook/>), provided as open online resource for learning National Repository of Open Educational Resources (<http://nroer.gov.in/>), accessing NCERT books and other educational content of preparation for competitive examinations. IQAC's contribution in improving the teaching-learning process: The IQAC holds meetings with the faculty and interacts with them about the various strategies that could have been adopted to enhance and improve teaching learning process in the college. It advises to include new methodologies/technologies in teaching. It takes feedback from students and teachers on the curriculum. It advises about purchase of library holdings. Gives suggestion about improving quality of classroom and Labs and Library.

View Document

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

Answer: 100%

Year	E- resources and techniques used	ICT tools and resources available	Nu Res
2019-20	100%	Sufficiently Available	10
2018-19	80%	Sufficiently Available	8
2017-18	72%	Sufficiently Available	8
2016-17	33%	Sufficiently Available	4
2015-16	33%	Sufficiently Available	4

### 2.3.2.1 Number of teachers using ICT

Answer: 10

ICT based teaching learning is one of the best practices for the annual exams to be conducted by the university. Student mentoring and guidance services are provided for the students at the academic, personal and psycho-social levels. The college also organizes programmes to sensitize the faculty and students on gender sensitivity and environment. The college maintains a student-centric and learner-centric atmosphere to achieve the desired learning outcomes. The teachers employ interactive and participatory approach in imparting knowledge.

Interactive instructional techniques like focussed group discussions, brain storming sessions, experiments, Power Point Presentations and application of ICT resources enrich the teaching learning experience and engage students in higher order thinking and investigation. Regular evaluation and assessment of questions in term tests and generation of material/content for annual exams are some of the best practices of the college. International/National seminars/conferences/ workshops, invited talks, and discussions are an integral part of our learning process.

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

**Response:** 267:1

#### 2.3.3.1 Number of mentors

Response: 6

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100.83

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 73.21

#### 2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
8	8	8	8	8

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

Response: 14.5

#### 2.4.3.1 Total experience of full-time teachers

Response: 174

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

#### Response:

Answer:

1. University does not have CIE but college at its own level have continuous internal assessment system.

Institution's efforts to ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes:

At the time of admission, students are provided with the prospectus that contains academic calendar having schedule about various tests/examinations/activities.

The web site of the college also informs about various types of evaluation processes.

Various notifications published by the university inform the students about the various stages heading towards final examinations such as filling of examination forms etc. The college prominently displays such notifications issued by the university on its notice boards.

The students are apprised of the details of the evaluation system of the affiliating university and they are explained to the students by the faculty in the classrooms.

1. Major evaluation reforms of the University that Institution has adopted:

The college cannot formally initiate evaluation reform on its own, as it has to follow regulations of the affiliating university. However, class tests and term tests are usually taken to evaluate day to day performance of the students. Institution's Efforts Regarding Effective Implementation of the Evaluation /Reforms of the University: The College has to abide by the affiliating university's regulations regarding effective implementation of the evaluation reforms and takes following steps: The Principal and the Examination committee ensure that the evaluation reforms are implemented in compliance with the University's regulations. The college administration holds fair exams according to the guidelines issued by the Commissioner of College Education, Rajasthan, Jaipur Examination Pattern of the Affiliating University Examination of the compulsory subjects at the graduation level is taken using multiple choice questions only. However, the examination of the optional subjects offers the students a variety of question patterns. These include very short answer type, short answer type and descriptive type of questions. Practical examinations are also conducted in subjects like Sociology and Home Science. All examinations at the under graduate and post graduate level are conducted annually. Written examinations at the post graduate level have three patterns of questions viz., very short answer type, short answer type and descriptive type of questions.

1. Term Tests are conducted at both, post graduate as well as graduate levels. [View Document](#)

2. Annual exams are conducted according to the timetable chalked out by UOK, KOTA.

3. Supplementary exams are also organized for Part III students of B. Com. And B.A. courses.

File Description

[Document](#)

Link for Additional Information

[View Document](#)

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

#### **Response:**

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Answer: Three term tests, one half yearly exam are conducted answersheets are return to students after marking and evaluation.

[View Document](#)

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

Answer: At the University level, there is provision for re-evaluation of answer sheets. The students can apply for re-evaluation and the college forwards the students' complaint to the university. Students have to apply before the last date. The last date for re-evaluation is announced by the UOK Kota. Students can see their answer books depositing the stipulated fee, which itself is a transparent process and caters to the students' need.

## 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.**

### Response:

Answer:

Tabulation record of marks sheets of all the students is downloaded from the website of UOK Kota. The college has clearly stated learning outcomes that are displayed at prominent places in the college compound to make the students and teachers aware of them. The college website also shows them. The teachers are informed through meetings and circulars. Marks of Term Tests are conveyed to students in the respective class by distributing back the answer books to monitor and communicate the progress and performance of students. The college annual report, presented at the time of annual day by the principal, has a detailed report of performance of the students and is put in the public domain for observation of external stakeholders. Following chart displays excellent results of the college:

Program Code	Program Name	Number of students appeared in the final year examination (last five years)	Number of students passed in final year examination (last five years)
	B.A. Part -III	1857	1720
	B.Com Part-III	250	250
	M.A. FINAL	81	81
	M.COM FINAL	23	23

Students standing in the college merit .

Sr.No.	Session	Name Of the Student	Father's Name
1.	2015-16	JYOTI GOYAL	GIRRAJ PRASAD GOYAL
2.	2016-17	PRIYANKA YOGI	KAMLESH YOGI
3.	2017-18	SONA KANWAR	HARSINGH
4.	2018-19	SHAGUFTA PARVEEN	MO. FARUKH
5.	2019-20	ANTIMA SHARMA	OM PRAKSH SHARMA

\* No students stand in university merit in the last five years.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution.

Answer: These outcomes are used as an indicator for evaluating students' performance and the achievement of learning objectives. The results of the courses are discussed in the meetings of various councils/committees and provisions are made about the required measures. Results of term tests and annual examinations work as an indicator that tells us about the shortcomings of the students. After analysing these results, extra classes and expert lectures are conducted for the students. In subjects with practical classes, the timely submission of practical files, students' performance throughout the session and their attendances are taken into count on the evaluation scale. The institution takes some measures regarding monitoring and ensures the achievement of learning outcomes. It makes sure that students are going in the right direction. They are guided at various levels of learning such as at curricular and co-curricular activities. Co-curricular activities give thrust to the achievement of learning outcomes. Faculty members analyse the performance of students at such activities.

that works as morale booster for the students. The meritorious students are rewarded at the college level, which works as a motivation tool. These students are also encouraged for higher studies and for preparing the competitive exams such as RAS, IAS, RJS, RPSC, C.A., Bank PO etc. If students are not serious about attendance, they are warned within the time limit to complete 75% attendance. They are not allowed to appear as regular students if they fail to get 75% attendance.

VIEW DOCUMENT

**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

**Response:**

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution.

Answer: These outcomes are used as an indicator for evaluating students' performance and the achievement of learning objectives. The results of the courses are discussed in the meetings of various councils/committees and provisions are made about the required measures. Results of term tests and annual examinations work as an indicator that tells us about the shortcomings of the students. After analysing



these results, extra classes and expert lectures are conducted for the students. In subjects with practical classes, the timely submission of practical files, students' performance throughout the session and their attendances are taken into count on the evaluation scale. The institution takes some measures regarding monitoring and ensure the achievement of learning outcomes. It makes sure that students are going in the right direction. They are guided at various levels of learning such as at curricular and co-curricular activities. Co-curricular activities give thrust to the achievement of learning outcomes. Faculty members analyse the performance of students at such activities.

that works as morale booster for the students. The meritorious students are rewarded at the college level, which works as a motivation tool. These students are also encouraged for higher studies and for preparing the competitive exams such as RAS, IAS, RJS, RPSC, C.A., Bank PO etc. If students are not serious about attendance, they are warned within the time limit to complete 75% attendance. They are not allowed to appear as regular students if they fail to get 75% attendance.

#### VIEW DOCUMENT

Structuring the Teaching, Learning and Assessment strategies of the institution to facilitate the achievement of the intended learning outcomes:

The institute's ultimate motto is to impart quality education and to fulfil the demands of the society. The learning process of students is facilitated by congenial academic environment prevalent in the campus.

There is a good library with reference books and textbooks that initiate the learning process. It is further enhanced through use of modern teaching aids and internet accessibility.

Critical learning skills are developed by assigning individual projects. Field trips, excursions and extension lectures also augment the learning process in students.

The college conducts class-tests and term-tests. Seminars/group discussions/project work also help in this direction.

Measure/Initiatives taken up by the institution to enhance social and economic relevance of the courses offered: The college takes many steps to enhance the relevance of courses by the lectures from eminent personalities from various fields that give an edge to the students pursuing study.

College's Youth Development Centre (YDC), Student Advisory Council actively work in this direction. Talks and expert lectures are arranged by the college to promote and motivate entrepreneurship. The Placement Cell is also working in the college. Extension activities acquaint students with issues that are needed to be addressed in society.

#### **2.6.3 Average pass percentage of Students during last five years**

**Response:** 94.24**2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
507	453	481	378	375

**2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
521	471	522	417	395

<b>File Description</b>	<b>Document</b>
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:**

<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description**

**Document**

List of endowments / projects with details of grants

[View Document](#)

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

**Response:** 8.33

**3.1.2.1 Number of teachers recognized as research guides**

**Response:** 1

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 0

**3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**3.1.3.2 Number of departments offering academic programmes**

2020-21	2019-20	2018-19	2017-18	2016-17
10	10	10	10	10

File Description	Document
List of research projects and funding details	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

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

#### Response:

#### 3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge.

Answer: Our college has a youth development centre, in which we invite various resource persons to deliver their lectures on various competitive examinations and skill enhancement programmes to transfer their knowledge to our students so that they can better compete for government and non-government jobs. We call faculties of the two institutes to share their knowledge and recent developments about the new demands of the industries. We organise workshops and seminars for our students to update their knowledge about competitive exams during the whole year through youth development centre, placement cell and NSS. We have conducted personality development programmes and Mock interviews, soft skill development programmes also. We annually conduct essay competitions, debate competitions, short discussions on contemporary relevant topics during cultural week in our college. We organise games competition week also in which cricket competition, Volleyball, football, badminton for boys and musical chair, rangoli, dance, singing, mahendi competitions for girls. Environmental concerns are addressed and awareness programmes are organised by our NSS Unit. We organise plantation camps every year in our campus. we have planted and nurtured about 100 plants, which make our campus beautiful. We organise Clean India (SWACHH BHARAT) programmes in our college every year on October 2, in which staff members together with students clean our campus and organise rallies of awareness in near by villages under the banner of NSS. Yoga Day is celebrated every year on 21st June, in which we motivate our students for yoga and address their health issues. We organise blood donation camps every year on September 25 and January 23 to remember Pt. Deendayal and Subhas Chandra Bose. We organise this programme with the help of chief medical and health officer of our District. The local population and the leaders also participate in the events.

### 3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property

**Rights (IPR) and entrepreneurship during the last five years****Response:** 4**3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	3	0

File Description	Document
List of workshops/seminars during last 5 years	<a href="#">View Document</a>

**3.3 Research Publications and Awards****3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years****Response:** 6**3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years**

Response: 06

**3.3.1.2 Number of teachers recognized as guides during the last five years**

Response: 01

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

**3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years****Response:** 3.09**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
08	17	00	03	06

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

**Response:** 0.45

#### 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 last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	1	0	0

File Description	Document
List books and chapters edited volumes/ books published	<a href="#">View Document</a>

## 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 last five years.

**Response:**

#### 3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years.

Answer: All departments of the college have their respective academic societies which have been organizing activities since the inception of this College. Important activities are organized by every department in association with the YDC, NSS & other bodies such as the Planning Forum, etc. Field Visit: The College organises educational tours and excursions to various places. Some faculty members escort the students on these excursions. Adoption of rural panchayat: The NSS unit of our college has adopted Bhakarwas, a nearby village. The NSS Programme Officer and the NSS volunteers organise various community activities in the adopted village. They tell the villagers about health and hygiene, cleanliness, education to the girl child, saving the female foetus and numerous temporal issues. The NSS unit sometimes arranges visits of the doctors or some other experts; which greatly benefit the villagers.

Awareness programmes: College has also prepared many awareness programmes under the YDC, NSS and Mahila Prakoshth such as blood donation, Aids awareness, women empowerment and render social services to poor people life living in small hamlets around the college.

[View Document](#)

### 3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response: 25**

#### 3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
1	9	6	5	4

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

**Response: 38**

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

2020-21	2019-20	2018-19	2017-18	2016-17
08	08	07	08	07

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years****Response:** 137.4**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 last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1600	2400	2300	2400	1600

**File Description****Document**

Average percentage of students participating in extension activities with Govt or NGO etc

[View Document](#)**3.5 Collaboration****3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year****Response:** 0**3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description****Document**

Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship

[View Document](#)**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years****Response:** 2



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

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	0	1	0

<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>

NVAAC

## Criterion 4 - 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.**

**Response:**

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Answer: College has main focus on expanding its resources in terms of construction, ICT, Lab/office equipments, furniture, library and other facilities that facilitate teaching learning experiences. Taking proposals from various committees and departments according to the guidelines of funding agencies such as the State Government, UGC and RUSA. Discussing issues related to college development in the meetings of College Development Committee. Informally discussing the particular matter with the members of IQAC and taking valuable suggestions from the committee. Discussing matters and taking decisions related to purchase in the meetings of Development and Finance Committee, and Purchase Committee. Whenever it is necessary, the matter is referred to the Staff Council. Suggestions from Student Union are also invited wherever deemed necessary. The strategy of development involves: 1. Creation of new infrastructure 2. Enhancement of existing infrastructure.

Details of the Facilities Available for teaching and learning Activities:

Sr. No.1.	Name of Facility	Number of Facility Available
	Classroom	11
2.	Smart Class Room	01
3.	Laboratories (ICT Lab, Geography lab.)	00
4.	Seminar Hall	01
5.	Library Building (Reading	01

	Room,librarian Room,Store etc.)		
6.	Common Room for Girls	01	
7.	Administrative Block (Staff Room, Principal Room, Office)	01	
8.	Spots Facilities (Gymnasium)	00	
9	Fees Counter	03	
10	NSS Room, Student Union Office, Placement Cell, Sports Office	01	
11	Toilet For boys (only for staff)*	02	
12	Toilet for girls 16 + 1 for staff	17	
13	Toilet Attached with rooms	02	
14	Open Stage for cultural Activities	01	
15.	Auditorium	00	
16	Class Rooms	07	
*	Since our institution is for girls students only		

Sr. No.	Name	Number
1.	Computers	16
2	Computers without CPU	11
3	Green Boards	05
4	LED Projectors	01
5	Xerox Machines	02
6	Printers with scanners	01

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

**Response:**

4.1.2 The institution has facilities for sports, games (indoor, outdoor) etc. and cultural activities

Answer: The college encourages students to enhance their interest in sports and cultural events by providing adequate budget and resources. Facilities for sports activities : he college organizes sports week every year. The competitions include events such as 100m, 200m races for girls and boys, cricket, long jump, kabaddi, hammer throw and disc throw. The students of the college participate in intercollegiate tournaments and selection trials organized by University of kota. There is a facility for playing Kho-Kho, Kabbadi, Kushti, Basketball, Volleyball, Badminton and Indoor Games.

Cultural Activities: The college has a sound system and music system is arranged when required. The college has a cultural committee. This committee plays a vital role in organising cultural activities and events such as dancing , singing and monoacting. The college has language club which comprises of different dept. Hindi, English, Sanskrit and, Urdu Which organises activities like poetry - recitation, extempore, debate and quiz. An art programme is organised every year giving the students an opportunity to express themselves by the “Mahila Prakostha” and “Cultural Committee”. The events include poster competitions, paper art ,mehndi compition, rangoli and sketching etc.

[View Docuement](#)

#### **4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response:** 14.29

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 01

##### **File Description**

##### **Document**

Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)

[View Document](#)

#### **4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**Response:** 100

##### **4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
2.64	1.10	2.46	1.15	1.58

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

#### 4.2 Library as a Learning Resource

#### 4.2.1 Library in process of automation using Integrated Library Management System (ILMS)

Answer: The Library is automated to access information like any use of any member, refundable or non refundable members total books and periodicals with the expenses it is well design for accession management and checking of the record. The name of software is ILMS- GLIB. It is fully automated and version 2.1. It was processed on 23-01-2020

#### 4.2.2 Collection of Rare Books

Answer : View Document

### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 22200

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	20000	20000	35000	36000

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<a href="#">View Document</a>

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

**Response:** 10.9

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

**Response:** 176

### 4.3 IT Infrastructure

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

**Response:**

**4.3 IT Infrastructure**

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

Answer: When our college was established in the year 1996, we purchased one computer on 27-03-2012, another one 25-03-2015, three computer 07-07-2016 and two computer on 16-03-2017 total seven computer. We also have purchased two Laptops and three printers & scanners. Now we have 7 PCs. Our college was established in 1996. We were struggling for internet facility in 2007. The first broadband connection of BSNL we got in this college was in 2007. But its bandwidth was very limited in strength, just to allow us the functions of admission work, scholarship work, examination work and account related works. With the financial support of RUSA now we have 10Mbps lease line Connection from which we conduct easily as above mentioned work in stipulated time. We have also written to BSNL office to upgrade our present lease line connection from 8Mbps to 10Mbps. We have taken lease line connection with 8Mbps. From this Wi – Fi connection we are able to increase library facility to our faculty members, students and office bearers. One internet connection of Rajcom 75Mbps is also available in college campus. Recently Library is fully automated.

View Document

**4.3.2 Student - Computer ratio (Data for the latest completed academic year)****Response:** 144:1**4.3.3 Bandwidth of internet connection in the Institution****Response:** D. 5 MBPS – 10 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

**4.4 Maintenance of Campus Infrastructure****4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)****Response:** 1411338.01**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
20000	0	14632	55000	14563

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>

**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.****Response:**

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.

Answer :

There is an established system and procedure for maintaining and utilizing physical, academic and support facilities such as library, sports complex, laboratory, computers and classrooms etc. A brief description to understand the system has been delineated as follows:

**Library :** The college has library containing books of various subjects. The books includes text books, reference books and general books. There is also a separate section of books for deprived students. Besides, the college has made subscription for various newspapers, magazines, journals and periodicals etc. The library is automated and the librarian issues the books to the students.

The DCE has introduced a Community Book Bank Scheme. In this scheme the faculty members have contributed books for the students. Presently there are books in this section. The faculty members issue the books to the students.

The state government allots the budget for library which is utilized by the college on the recommendation of faculties. The library committee of the college also gives its valuable suggestions.

**Sports Complex :** Though the college has not sports complex but, the students of the college utilize stadium ground for their games and sports activities. The post of physical training instructor is vacant since beginning of the college but, the games committee help the students regarding games and sports activities. Besides, the college also invites the experts of this field as and when needs. The students of the college have participated in various games and sports activities and expressed their talent. The college is also trying its best to develop a play ground but, the finance is the main constraint.

**Laboratory :** The college has Home Science subject at graduation degree level in which practical examination are also conducted as per examination pattern of the UOK. To provide practical knowledge of the subject to the students the college has established a practical lab. There are various equipment viz. ....

The students of Home Science subject get practical knowledge under the guidance of concerned subject faculty and lab assistant. The state government allots the funds for laboratory.

**Computers :** Computers are indispensable to the college. The college has 11 computers. Most of the official work is being done by the computers. The college has passed a proposal in development committee for seeking services of two computer operators through outsourcing agency. The salary is being paid from development fund. A computer lab also exists in the college for students.

**Classrooms :** The college has 16 rooms out of which 06 are classrooms. The budget for construction and maintenance of building is allotted by the state government. The state government has allotted rupees three crore in two instalments for construction. The Establishment of various committees have been done in the beginning of every session in our college. They suggest time to time maintenance for college facilities Projector, photo copier, printer, laptops, PC's are in working stage. If it needs to repair or maintenance then as per suggestions of above mentioned committees. We have service techno vales and make them usable for example- We repaired projector and printers in time. Earlier we have broadband connection for administration use only. But for the smooth functioning of online admission, scholarship we upgraded our connection. There is a leased line connection for smart class. We were teaching with black board and chalk but now we have green boards in every classrooms. It makes teaching easier for teacher and convenient



visible for students. Seminar room, ICT Rooms and cultural activities facilities have developed in previous years.

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 34.01

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
350	541	535	545	573

#### File Description

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

#### Document

[View Document](#)

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### File Description

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

#### Document

[View Document](#)

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 29.11

**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
130	736	480	400	400

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** C. 2 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

<b>5.2.1 Average percentage of placement of outgoing students during the last five years</b>				
<b>Response: 0</b>				
<b>5.2.1.1 Number of outgoing students placed year - wise during the last five years.</b>				
2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0
File Description	Document			
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>			

<b>5.2.2 Average percentage of students progressing to higher education during the last five years</b>	
<b>Response: 0</b>	
<b>5.2.2.1 Number of outgoing student progression to higher education during last five years</b>	
File Description	Document
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>

<b>5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)</b>	
<b>Response: 0</b>	
<b>5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government</b>	

**examinations, etc.) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<a href="#">View Document</a>

**5.3 Student Participation and Activities****5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.****Response:** 0**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) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>

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

**Response:**

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Answer:**

1. The College provides a platform for the active participation of the students in the various academic, administrative committees of the institution. This empowers the students gaining leadership qualities, and participation framing rules and regulations with execution skills.

2. There is a provision of Students' Grievances Redressal Cell in accordance with the recommendations of the Lyndgdoh Committee which has two students, one male and one female, on its panel. This Grievances Cell works round the whole academic session. Representatives to this Cell are nominated on the basis of the performance of the students in the examination. The Students' Union helps the College organise Sports and Cultural activities. The Annual Prize Distribution Ceremony is organised with the active participation of the students. Certain events or festivals are also celebrated with active student support.

3. During election student actively participate and cleanly learn and observe voting behaviour and political efficacy.

The students also represent in the following committees:

1. Sports & games committee
2. Planning forum
3. Grievances Redressal Committee /Anti Ragging Committee.
4. Finance committee
5. IQAC

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)****Response:** 26.2**5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	41	38	52

**File Description****Document**

Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)

[View Document](#)

**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****Response:**

## 5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Answer: The Alumni association has been registered and functional in our college. Thirteen members are working as Governing Body of the association. We have started working in this regard from 2016 and have conducted six preliminary meetings also. Now alumni association plays an important role in the development of the college. Some members of the Alumni visit the institute periodically. The college has not yet received any financial contribution from the Alumni Association but they do take active interest in the college. The college is greatly benefited by their suggestions.

## 5.4.2 Allunmu Contrubution during the last five year.

Name of the alumnus/alumni association	AADHAR/PAN	Year of graduation	Year of contribution
Nil	Nil	2015-16	Nil
Nil	Nil	2016-17	Nil
Nil	Nil	2017-18	Nil
Nil	Nil	2018-19	Nil

Nil	Nil	2019-20	Nil
<b>5.4.2 Alumni contribution during the last five years (INR in lakhs)</b>			
<b>Response:</b> E. <1 Lakhs			

NAAC



## Criterion 6 - 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

##### Response:

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution.

Answer: The college aims to impart quality education at affordable prize in particular to deprived section and society in general. The college recognizes very well that education is a dynamic process which strengthens the students to make the best use of their capacity to make the world a better place to live in. It tries to achieve the following goals that reflect its vision and mission: To impart in-depth knowledge to the students to enable them to become enlightened citizens. To undertake the task of shaping impressionable young minds with moral values and leadership qualities. Enabling students to be sensitive towards the needs of society. To enable students to attain a very high level of academic excellence. Preparing ideal citizens that work for humanity. Academic enrichment of students that is ultimately reflected in their lives. Role of top the management, Principal and Faculty Members in designing and implementing its policies and plans: The principal and faculty work with team spirit. Both participate in policy making. The Staff Council is a major tool that helps in resolving critical issues. The head of the institution forms committees for several tasks and these committees work to achieve the goals/target set by the state government.

The Principal and the faculty members hold meetings with stakeholders and share their views.. The Principal and the faculty members guide and redress the problems of the students. Involvement of the leadership in ensuring completion/development of various plans/issues. The policy statements and action plans for fulfilment of the stated mission- Taking guidelines/sharing views with the higher authorities and other stakeholders By preparing different committees and guiding/monitoring them Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan- Interaction with stakeholders- Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders- Reinforcing the culture of excellence- Calling meetings, interacting and guiding them while sharing views Champion organizational change- Taking feedback, discussing and preparing plans, working as a link and guide when needed Setting example, inspecting and monitoring, reinforcing team spirit, and providing motivation Working as a leader through planning and implementation, lending support for the welfare of the stakeholders, conveying views of stakeholders to higher authorities Procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time. Organizing elections of the Student Union. Grooming them by various interactive meetings. Assigning them tasks through activities of the NSS and the Student Union. Guiding them through extension lectures.Making them members of various committees according to rules if required. At faculty's level: Assigning them tasks through committees and guiding them. Sending them for training programmes. Making them convener of the committees.

### 6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

#### Response:

The College endeavours to delegate authority and work towards decentralize system of governance. Authorities with the Usual Hieraracical Hierarchy

1. Principal- The highest authority in the college.
2. Conveners of various committees- Work according the task assigned by the principal.
3. Faculty Members- Work according the guidelines of the Head of the Institution/and their respective conveners.
- 4 Assistant Account Officer- Performs duty as the head of the accounts section.
- 5 Clerical/ministerial staff- Work and fulfil tasks as directed by the principal.
- 6 Participation of students in committees as IQAC, Anti Sexual Harrasment Cell etc.

College's effort to promote a culture of participative management: Committees are Formed in College.

S.No	Committee
1	UGC/NAAC Committee
2	RUSA Project Monitoring Unit
3	Anti-Ragging committee
4	IQAC Committee
5	Placement Cell
6	Internal Complaint Committee
7	Sports committee
8	YDC
9	Student Scholarship
10	Student's grievances Redressal committee
11	Development and finance committe
12	Women sexual harassment prevention and grievances redressal committee

13	CulturalCommittee
14	Purchase Committee
15	Environment and campus beautification committee
16	Library Committee
17	N.S.S.
18	Admission committee
19	Examination committee
20	Old student's Alumni
21	Regular attendance Monitoring committee
22	Time table and Workload committee
23	Terminal test committee
24	Arts Association
25	Students' advisory Centre
26	Student Union Advisory committee
27	Assembly Question Committee
28	RTI
29	Store Management
30	Planning forum
31	Women Cell
32	News
33	Secretary Staff Council

[View Document](#)

## 6.2 Strategy Development and Deployment

**6.2.1 The institutional Strategic / Perspective plan is effectively deployed****Response:**

The college aims to develop a mechanism to promote conscious action plans to improve the academic administrative performance to the institution. Such as mentoring and personal guidance. We wish to promote best practices through IQAC. In IQAC the persons from different backgrounds and also who have gained excellence in teaching and research should be chosen for example senior administrators, persons, in charge of library, computer center, academic task etc. The local representative should be of having high social reputation.

Quality policy of the institute for the growth and development of any institute, it is essential that a methodology or work plan be prepared taking into consideration the resources available and utilizing them in a way that would ensure long-term success. The college is a government institute and therefore, it is mandatory to follow the rules, regulations, policies framed by the State Government. Development and Deployment of the Quality Policy: It is developed and deployed in several steps by several components of the college following these things: Keeping in mind the guidelines of the state govt. and welfare of the students. Discussion between the principal and the senior faculty members. Discussing the matter with the senior staff members. Putting the matter before concerned committee. Discussing crucial matter in meeting of the Staff Council. If necessary, having discussion with the Student Union, Alumni Association or any other organ of the college.

1. Performing the task with team spirit.

Review of the Quality Policy at Various Levels: It is reviewed by the following stakeholders:

Authorities from the Commissionerate of College Education, Jaipur and the State Government and university of kota, kota

? Principal

?

IQAC

?

Conveners of Committees

?

Local M.P. and M.L.A. (Sometimes)

?

Student Union(if necessary)

College's Perspective Plan for Development: College does have a perspective plan for development and the College Development Committee mainly drafts it out. Other committees also contribute in this through discussions held formally and informally:

Sr. No.	Aspects Considered for Inclusion in the Plan
1	Expansion of college building
2..	Purchase of laboratory equipment
3	Purchase of library books
4	Increase in ICT facilities
5	Purchase of furniture
6	Plantation in the campus
7	Keeping campus clean
8	Hiring Office/ministerial staff on temporary basis
9	Introduction of new courses

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

**Response:**

The internal organizational structure and decision making processes: The principal is the head of the institution and senior faculty member help him/her to run administration smoothly. The internal organizational structure and decision-making processes are mainly done at the level of three components: A Broad Description of the Quality Improvement Strategies of the Institution for the Following

Aspects:

1. Teaching and Learning:

Forming teaching-plan and adhering to it.

Monitoring of teaching aspect by the Principal & Academic Officer-in-charge. Maintaining library facilities.

Organizing seminars.

Organizing practical/field survey in Sociology department. Timely evaluation.

Having qualified teachers appointed by the state govt.

#### 1. Research and Development:

Providing Research Guides to Ph.D. aspirants. Granting study leave to teachers for research. Conducting seminars through different departments Enhancing ICT facilities.

Motivation/leave for participation in seminars/conferences. Purchase of books and equipments.

#### 1. Community engagement:

Adoption of nearby village/colony by NSS Units.

Plantation drives by NSS and Environment Committees. Blood donation camp for humanitarian cause.

Literacy drives by NSS volunteers. Organizing 'Clean India Campaign'. Having Alumni Association.

Organizing rallies to motivate for de-addiction and on AIDS Day.

#### 1. Human resource management:

Permitting teachers to go for Career Advancement Courses. Granting leave with salary for trainings.

Welfare schemes for employees.

Providing benefits according to the state govt. and the UGC. Service Rules for the Employees

The services of the employees and officers are governed by the Rajasthan Service Rules and the Control, Classification and Appeal rules.

### Financial Rules

The officers of the Rajasthan Government are supposed to follow the General Financial and Accounts of Rules while transacting on behalf of the Government. The spirit of the rules expects only this much that an officer is expected to deal with the same financial prudence as he may use while doing one's own financial dealing. All Financial transactions are done through PFMS, General Portal, Pay Manager, E-Tender, E-grass, etc..

The mechanism to provide adequate information for the top management and the stakeholders, to review the activities

1. Providing feedback to higher authorities about employees by the principal :

Employees fill Annual Self-Appraisal Form (A.C.R. Form) and submit it to the principal. The Principal gives his/her feedback to the personnel department of the state government..

1. Taking feedback from students: The institution takes feedback from students in about syllabus, library, infrastructure, etc. and conveys information to the concerned.


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### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

Efforts made by the institution to enhance the professional development of its teaching and non-teaching staff: Institution adopts various ways to enhance the professional development of the teaching and the non-teaching staff.

1. For Teaching staff: The institution sends its teaching staff to participate in Orientation and Refresher Courses and many training programmes organized by the Commissionerate of College Education, Rajasthan, according to the orders issued by the aforesaid authority. The institution makes an endeavour to provide all retirement benefits to the concerned i.e. Retired/Retiring person



within time bound program.

2. For Non teaching staff: The non-teaching staff is encouraged to participate in the programmes organized by the Commissionerate of College Education on issues such as Computer Training, Office Procedures, Rajasthan Service Rules and General Financial Rules etc.

The strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform:

Academic leave is granted to the faculty members who participate and present their research papers in national and international seminars and conferences.

Information and necessary support about research projects are provided by the College Research Committee.

Faculty members are sent to training capsules/workshops organized by the Commissionerate of College Education as well as by other wings of the Government of Rajasthan.

The welfare schemes available for teaching and non-teaching staff: There are numerous mechanisms available with the institution for the welfare of the staff as per rules of the government of Rajasthan:

Sr. No.	Name/Types of Welfare Schemes
1	Gen. Provident Fund
2	State Insurance
3	Group Insurance
4	Privilege leave
5	Half Pay leave/Medical leave
6	Duty leave
7	Academic leave
8	Maternity leave

- 9 Paternity leave
- 10 Faculty Improvement Programme
- 11 Payment of T.A. and D.A.
- 12 Medical Reimbursement

The measures taken by the Institution for attracting and retaining eminent faculty: As stated earlier, the institution is a government body. The recruitment of the faculty members of the College is done by a Constitutional Body of the Rajasthan Government, viz., the Rajasthan Public Service Commission. The faculty members selected by the Commission may be posted in or transferred to any government college within the State of Rajasthan. Some eminent faculty is also invited as resource person through YDC.

S.No Measures Taken/ Features That Attract Eminent Faculty

- 1 Job security in government institutions.
- 2 Pension/contributory pension schemes order of Pay Minus Pension
- 3 Higher pay scales as per UGC norms and at par with the university teachers.
- 4 Encouraging environment for research activities.

**6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**Response: 0****6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years****Response: 0****6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).****Response: 17.15****6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
7	1	0	1	1

File Description	Document
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

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

#### Response:

Details on the performance appraisal system on the staff :

Annual performance appraisal is the medium whereby the performance of the teaching and non-teaching staff is evaluated.

An assessment criterion for faculty is the regularity in the number of classes taken as allotted in the time table and the results achieved for the classes assigned to them. Weightage is given to the publication of the work by faculty, research supervision done, conferences and seminars attended.

The annual confidential reports are written based on self-appraisal to adjudge the performance of the faculty throughout the session in the field of teaching, conduct and potentialities and are forwarded to the Commissionerate of the College Education, Rajasthan.

If the appraisal authority makes adverse comments then clarification is sought by the higher authority from the principal and the employee both. If adverse comments are not proved then they are expunged from the employee's ACR. If charges are proved then employee may be punished either by freezing of increment or he/she may even be suspended.

[View Document](#)

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

Institution manages its financial resources in a very effective and foolproof manner. Guidelines and finance rules of state govt. are strictly followed. The accounts section of college is computerized. Each transaction is supported by the vouchers. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheque and cash. The following types of accounts are created.

1. Receipts and Payment Accounts.
2. Income and Expenditure Accounts.

As per the need of each unit of the college, the funds are allocated or grants are applied for as per state govt. and UGC schemes for the building/development projects of the institution. Various committees put forth their purchase proposal to the college administration and after proper consideration, the administration takes decision over them. Income/expenditure is closely monitored by the accounts branch. Proper procedure for purchases is adopted according to the finance rules of the state govt. Institutional mechanisms for internal and external audit. The Auditor General, Government of Rajasthan and CAG office of the Central Government, do the external audit. The last State level audit took place in 2012. Physical Verification by Audit Team was completed in march 2018. Every year internal Audit is conducted by CA.

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#### **6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>

#### **6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**

**Response:**

The major sources of institutional receipts/funding: The institute receives funds mainly through Rajasthan State Government, RUSA and UGC. If there is any deficit, it is managed as per Government notifications. Audited income and expenditure statement of academic and administrative activities of the previous five years is as given below:

## 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

#### Response:

Example. I – Improving classroom conditions: The IQAC focuses on the quality of education that we impart. The IQAC here is very keen to enhance the essential facilities available in the College. The IQAC in its meeting on 7th September 2017 had recommended for the purchase of ten green boards as very essential for smooth classroom teaching. This proposal was implemented in the shortest time possible. Green boards have been purchased in the College on the initiative of the IQAC. This has proved to be a great relief for the teachers as well as the students.

Example. II The University Grants Commission's idea of setting up of an IQAC has been very helpful in visualising several improvements in the College. The IQAC had decided on 10th April 2017 on the formation the Alumni Association in the College. Now the Association has been formed and registered with the Government. The Association has given very useful suggestions. The sports facilities have been developed on their suggestion.

### 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 ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )

#### Response:

Example. I – The term tests were held in the month of September 2016. The performance of the students was satisfactory but it was felt that if Green Boards were made available in every classroom, the performance might improve. Within a very short time the Green Boards were made available in every class. All the faculty members were pleased to note that the performance of the students had improved significantly in the term.

tests held in the month of December 2016.

Example. I.- Use of IT by all Faculty members has enhanced the efficiency of the teachers. Smart Classroom has enhanced interest of the teachers as well as the students. The teachers can access the internet in the computer laboratory for the preparation of their respective classes. In nutshell, the experience of using

technology for learning -teaching has become pleasanter than before. The use of IT has revolutionised the whole learning teaching process.

### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

**Response:** D. 1 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

## Criterion 7 - 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 last five years.**

**Response:**

06

Title of the program	Date and duration (from-to)	Number of partici	
		Female	
Beti Bachao Beti Padoo	2015-16	100	
PCPNDT Act Jankari	2016-17	150	
Pehal Legal Awareness Program	2016-17	100	
Kanya Bhrun Hatya Rokna	2017-18	100	
Pink Movie	2018-19	150	
Women Empowerment the real meaning	2019-20	150	


1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security



2. Counselling

3. Common Room

Answer:

The institution is highly sensitive to the problems faced by its girl-students.

(a)The institute is very sensitive about the safety and security of the girl-students. The following measures have been taken to this end.

Our faculty members personally gives advice to girls facing any problem

(b) The institute has constituted Women's Cell to arrange for counselling of the girl-students. The institute occasionally invites lady doctors/counsellors (All women programme) to advise them on health and hygiene. The institute also invites experts who advise the on Self Defence and laws related to their safety.

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1.Solar energy**
- 2.Biogas plant**
- 3.Wheeling to the Grid**
- 4.Sensor-based energy conservation**
- 5.Use of LED bulbs/ power efficient equipment**

**Response:** D. 1 of the above

**7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)**

- Solid waste management**
- Liquid waste management**

- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

**Response:**

## 7.1.3 Differently able (Divyangjan) Friendliness

## Resource available in the institution

1. Physical facilities
2. Provision for lift
3. Ramp/Rails
4. Braille Software/facilities
5. Rest Room designated
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

## Options

1. 7 and more of the above
2. At least 6 of the above
3. At least 4 of the above
4. At least 2 of the above

Ans : C

Physical facilities	Provision for lift (yes/No)	Ramp/Rails (Yes/No)	Braille Software/facilities (Yes/No)	Rest Rooms (Yes/No)	Scribes examination (Yes/No)
Yes	No	Yes	No	No	Yes

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**7.1.4 Water conservation facilities available in the Institution:**

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

**Response:** A. Any 4 or all of the above

**7.1.5 Green campus initiatives include:**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

**Response:** A. Any 4 or All of the above

**7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions / awards**
- 5. Beyond the campus environmental promotion activities**

**Response:** D.1 of the above

**7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for 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**

**Response:** B. 3 of the above

**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 500 words).**

**Response:**

The Institution plans and organizes appropriate activities to increase consciousness about national identities and symbols, rights of Indian citizens and other obligations. The institution offers a course on Human Values and professional ethics. There are number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); National Values, Human Values, National Integration, Communal Harmony and Social Cohesion as well as for observance of fundamental duties. The college organizes all national festivals and birth or death anniversaries of the great Indian personalities. We celebrate Kaumi Ekta Week 19-25 Nov, in College. There is also a code of conduct for students and staff members which ensures equality barring any discrimination on social economic status. At Government

Girls P.G. College, Sawai Madhopur the principal and the staff are very particular about gender sensitization. Girls come to this college from even more distant hamlets, about 25 kilometers in distance. So, we are very particular to see that our students have gender sensitization. The principal and the staff are very particular that our girl-students. The Principal and the staff are very particular that our girl-students do not have inconvenience, whatsoever. Apart from this strict vigil, we regularly hold events covering gender sensitization with the help of the NSS, YDC and Scouts. Government Girls P.G. College, Sawai Madhopur is one of the growing institutions of the region and most of the girls in the institution are from rural background. That is why this issue becomes more important and sensitive. The institute takes various measures that establish dignity of women and is keen to make student aware of the aftermath of female foeticide organising camps and rallies to focus on the issues. we seize every possible opportunity, whether under NSS or YDC or some other forum, to hold a lecture from and expert or some novel kind of event, to spread the message against female foeticide.

The institution has constituted women cell for counselling of the students. The value system that the college cherishes is characteristically Indian with a tint of the Rajasthani culture. The Indianness is Predominantly our love for truthfulness . Love for our fellow beings is so widespread that we are ready to embrace the whole of the mankind (Vasudhaiv Kutumbkam') . Hard work is quintessential to our people. Yet another value that we share is non violence . Tolerance to and respect for different religious and ethnicities have been closely knit to the indian culture. Respect for the womankind is of paramount importance for an indian. Democratic values are deeply rooted in our upbringing. Belonging to Rajasthan means we can not be cowed down by meaningless provocations and we are ready to sacrifice anything when our loyalty is called into question.

We, the principal and the faculty at Government Girls Post Graduate College, Sawai Madhopur strongly feel that if we are successful in imbining these values in our taughts, our job is done. Transmitting these values to our future generations is a herculean task that we can not loose sight of, the values are very dear and important to us.

#### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

##### **Response:**

The institutions plans and organizes appropriate activities to increase consciousness about national symbols; fundamental duties and rights of indian citizens and other constitutional obligations. The preamble of constitution is displayed on the college wall. Different days like constitution day also known as " National Law Day " , celebrated in India on 26 November every year to commemorate the adoption of the constitution of india. On 26 November 1949, the Constitution of India adopted to the Constitution of India, and it came into effect on 26 January 1950. Human Rights Day is also celebrated in our college. Competitions like debate, essay, slogan writing are also organized for students to create awareness about equality and non discrimination amongs them. The Covid-19 pandemic has increased global poverty for the first time since 1998 and will push 150 million people into extreme poverty by the end of 2021. People in vulnerable situations and without social protection have been the worst affected due to entrenched discrimination, exclusion and inequality. These include people living in poverty ; children youth ; older

persons; people with disabilities ; racial , ethnic and religious minorities ; indigenous peoples ; migrants and refugees ; LGBTI people , women and girls ; and other marginalized groups.

By committing to reduce inequality by advancing all human rights for everyone, we can overcome global economic, social, health and environmental crises and conflict, and build societies where all people rise together by sharing power, resources and opportunities equally.

Students are taught to observe road safety and traffic measures to imbibe responsibilities of ideal citizenships. We collaborate with NGOs. Police Department to practice what is mandatory for citizen of India. National Voter's Day is also celebrated in College. The Campaign for creating awareness for adult franchise is on where students and faculty members are encouraged to participate whole heartedly. We celebrate world health day 7 April, world no tobacco day 31 May, international literacy week 8-14 July, world population day 11 July, disaster management special camps, Sadbhavana day 20 Aug, international peace day 15 Sep, world's AIDS day 1 Dec, etc.

**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.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** B. 3 of the above

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

There is a regular calendar for celebrating national and international commemorative days, events and festivals in activities like NSS, Scout and Guide & YDC.

Yes, the College organizes all national festivals and birth or death anniversaries of the great Indian personalities. In the first place, the College does celebrate the Independence Day and the Republic Day with enthusiasm and fervour. The College also celebrates Gandhi Jayanti, Lal Bahadur Jayanti, Subhash Jayanti with the help of the YDC. For the last three years, the College has been celebrating Pandit Din Dayal Jayanti since 25th September

2015 following the order of the Government of Rajasthan. The College holds a programme of Blood Donation every year by order of the Government. The first year, the College had donated 51 units of blood. The College also celebrates Vivekanand Jayanti with great fervour.

The festivals which have a glimpse of local and cultural shades are also celebrated in our college. The college is situated in remote and backward area of Rajasthan, predominantly having rural fervour. So Teej, Gangaur, Local Fairs are also celebrated by organizing dance and song competitions. Independence Day,

Republic Day, Martyrs Days, National Youth Week 12-19 January, Womens Day 8 March, International Literacy Day 8 Sep, etc are also celebrated with enthusiasm.

## 7.2 Best Practices

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

**Response:**

Percentage of annual power requirement of the Institution met by the renewable energy sources

Power requirement met by renewable energy sources	Total power requirement	Renewable energy source	Renewable and used	Percentage
Nil	Nil	Nil	Nil	

2. percentage of lighting power requirements met through LED bulbs.

Total Lighting requirements	Percentage Lighting through LED bulbs	Percentage
	60%	40%

## 7.3 Institutional Distinctiveness

**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

### Teaching & Learning

Since it is a recently upgraded at P.G.level. not a recognized research centre, the faculty members pay sincere attention towards the teaching and extra curricular activities. This practise helps in filling research gap.

The college organises extension lecturers, workshops and seminars for skill development of the students.

The college promotes the students who have games and sports skills. Some of the students have shown their performance in this field also.

The principal and the staff take personal pains to do everything possible for the College.

The exposure of faculty in recent advances through participation in and organization of National/ International conferences, seminars, workshops, Refresher/Orientation courses and feedback from students, alumni and academic experts give the right impetus and direction for necessary changes in the curriculum. Faculty development Programs on ICT based teaching- learning provide further scope for dynamism in curricula designing and restructuring. Feedback on curriculum obtained from students, academic peers, parents and stakeholders have facilitated innovative initiatives and ensured continuous growth. Members of our faculty, nominated by the affiliating University on its academic and research committees have made seminal contribution in making the curriculum .

NAAC

## 5. CONCLUSION

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### **Additional Information :**

Additional Information : The value system that the college cherishes is characteristically Indian with a tint of the Rajasthani culture. The Indianness is predominantly our love for truthfulness. Love for our fellow beings is so widespread that we are ready to embrace the whole of the mankind ('vasudhaiv kutumbkam'). Hard work is quintessential to our people. Yet another value that we share is non violence. Tolerance to and respect for different religions and ethnicities have been closely knit to the Indian culture. Respect for the womankind is of paramount importance for an Indian. Democratic values are deeply rooted in our upbringing. Belonging to Rajasthan means we can not be cowed down by meaningless provocations and we are ready to sacrifice anything when our loyalty is called into question

We, the Principal and the faculty at Government Girls P.G.College, Sawai Madhopur strongly feel that if we are successful in imbibing these values in our taughts, our job is done. Transmitting these values to our future generations is a herculean task that we can not loose sight of. So, these values are very dear and important to us.

### **Concluding Remarks :**

Concluding Remarks: Government Girls College, Sawai Madhopur was started in 1996. offering Graduate programme in Arts Commerce faculty in the year 2010 Urdu and Home Science in 2016 was also introduced. In the current session the college has been up graded at the post graduation level in Hindi lit. and Business Administration in commerce. This college has made tremendous progress within ten years of its inception due to the patronage of the local Member of Legislative Assembly Princess Diya kumari ji. The principal and the staff take personal pains to do everything possible for the College.