YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution
Janki Devi Bajaj Government Girls College, Kota

- Name of the Head of the institution — Dr. Sanjay Bhargava

- Designation — Principal

- Does the institution function from its own campus? — Yes

- Phone no./Alternate phone no. — 07442324074

- Mobile no — 9414434842

- Registered e-mail — jdbcollege@gmail.com

- Alternate e-mail — sanjaybhargava167@gmail.com

- Address — Janki Devi Bajaj Government Girls College,Near Antaghar Circle, Naya Pura, Kota.

- City/Town — Kota

- State/UT — Rajasthan

- Pin Code — 324001

2.Institutional status

- Affiliated /Constituent — Affiliated

- Type of Institution — Women

- Location — Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **University of Kota**

- Name of the IQAC Coordinator   **Dr. Shuchita Jain**

- Phone No.   **07442324074**

- Alternate phone No.   **9462967749**

- Mobile   **9352600740**

- IQAC e-mail address   **jdbnaac2019@gmail.com**

- Alternate Email address   **drshuchitajain@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/AQAR-2020-21.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: [Yes](#)

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**75.25**	**2004**	**16/09/2004**	**15/09/2009**
Cycle 2	**A**	**3.11**	**2014**	**21/02/2014**	**20/02/2019**

6.Date of Establishment of IQAC   **08/12/2004**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**State Fund**	**State Government**	**2021-22 , 365**	**Rs.7,47,79380**

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

NAAC guidelines

- Upload latest notification of formation of IQAC

  [View File](#)

9.No. of IQAC meetings held during the year   3

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?

  Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report

  No File Uploaded

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

- If yes, mention the amount

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

Annual Academic Audit (AAP)was conducted as per guideline of CCE, Jaipur

AQARs of the institution uploaded on HEI Portal within given time frame

Preparation of SSR as per revised guidelines of NAAC

Conduct of all academic, curricular and extracurricular activities as per the academic calendar of CCE, Jaipur

Online admission process performed as per the schedule provided from Commissioner,College Education, Jaipur

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

Plan of Action	Achievements/Outcomes
To conduct Annual academic audit (AAP) of the institution	Annual Academic audit was conducted successfully and secured the score 2.91
To upload AQAR on HEI portal	AQAR 2020-21 was uploaded on HEI portal within the given time frame.
Preparation of SSR as per revised NAAC guidelines	SSR prepared as per revised guidelines of NAAC
To conduct academic, curricular and extracurricular activities as per academic calendar of CCE,Jaipur	All activities conducted as per the schedule of given calendar
Online admission process	The process of admission was conducted online in UG as well as PG classes as per the prescribed schedule.

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

- Name of the statutory body

Name	Date of meeting(s)
Staff Council	15/09/2022

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	**Janki Devi Bajaj Government Girls College, Kota**
• Name of the Head of the institution	**Dr. Sanjay Bhargava**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**07442324074**
• Mobile no	**9414434842**
• Registered e-mail	**jdbcollege@gmail.com**
• Alternate e-mail	**sanjaybhargava167@gmail.com**
• Address	**Janki Devi Bajaj Government Girls College,Near Antaghar Circle, Naya Pura, Kota.**
• City/Town	**Kota**
• State/UT	**Rajasthan**
• Pin Code	**324001**
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• Type of Institution	**Women**
• Location	**Urban**
• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**University of Kota**

• Name of the IQAC Coordinator	**Dr. Shuchita Jain**
• Phone No.	**07442324074**
• Alternate phone No.	**9462967749**
• Mobile	**9352600740**
• IQAC e-mail address	**jdbnaac2019@gmail.com**
• Alternate Email address	**drshuchitajain@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/AQAR-2020-21.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	Yes

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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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• Upload latest notification of formation of IQAC	View File

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• If yes, mention the amount	

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- Name of the statutory body

Name	Date of meeting(s)
Staff Council	15/09/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	14/01/2022

15.Multidisciplinary / interdisciplinary

The college has an interdisciplinary/ multidisciplinary approach to the core subjects as per the curriculum provided by the University of Kota. The college also offers add-on certificate courses which can be studied by the students without any subject bar. The college provides skill courses/training to the students in addition to core courses so that they can assess their potential and implement plans. Teachers give complete freedom to

have interdisciplinary discussions with students on subjects other than their own. Courses like environmental studies, elementary computer education, and ananda were mandatory for all undergraduate students. Apart from this, extension lectures in various subjects/ topics are organized from time to time to impart and promote a multidisciplinary/ interdisciplinary culture in the college. The research cell of the college encourages innovative research and promotes faculty and student integration and linkage between different departments. Because of the envisaged changes in NEP, the related adaptation will be planned in the future.

16.Academic bank of credits (ABC):

Academic bank of credits(ABC) already exists in the colleges affiliated with the University of Kota where the students can move from one college to another, but the transfer of credits to another university is strictly within the purview of the University. In some special circumstances, this type of credit transfer is possible between the universities located in the state, as described in the admission policy of the State Government. The policies adopted by the University relating to NEP are to be implemented by the college as and when directed by the affiliating University. Students are also briefed about the use of the SWAYAM portal and its credit transfer scheme.

17.Skill development:

The college is keen to initiate the implementation of a learning outcomes-based curriculum framework (LOCF) as suggested by UGC for all the programmes which are consistent with the objectives of NEP. The college conducts 2 student development programmes under the aegis of the Innovation Cell for the skill development of girls. keeping in view, the present scenario of society, the program tends to promulgate the necessity of providing opportunities as well as platforms for all girls. Besides this, measures are adopted to enhance the bench skills of the students such as the introduction of the project work, summer training programmes, internships etc. Career-oriented programmes like Basic instrumentation and laboratory techniques and Basic computer skills are organized to hone the skills of the students. The college also offered MMYKY 2.0 where students are provided with the facility/opportunity to opt for a skill development course out of 16 listed courses.MMYKY 2.0 is a joint venture of Commissionerate college education, Jaipur and Rajasthan Skills and Livelihood Development Corporation(RSLDC). The college was also registered for the spoken tutorial, an online initiative

by IITs, where students can learn various free and open-source software all by themselves.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

For effective communication of the courses, the medium of instruction is bilingual, i.e. Hindi and English. Hindi and English languages are taught in UG classes. Literary and Cultural Desk(Sahityik and Sanskritik Manch) organize language-specific activities like Kavya path, quiz, debate extempore speech and essay competitions like College and State level classical and light song as well as traditional dance competitions. Under Ek Bharat Shrestha Bharat (EBSB), Students are made aware of Indian culture, art, and languages through the association of different states, which is Assam and Rajasthan in our case. A number of competitions and programs were organized by the college under the banner of EBSB to have acquaintance with the Assamese culture and language,

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The institute is affiliated with the University of Kota, Kota. The programs offered by the college are outcome-based. Currently, we have 3 courses that have specific topics related to value-based education,environmental awareness, gender equity, etc. which are achieved by specific lesson plans prepared by the faculty members. The evaluation system includes an internal assessment and monthly tests. Po's and Co's are discussed with the students in introductory classes and orientation programs to enable them to understand the effectiveness and practical applications of the opted programs and courses. The outcome is measured through the performance of the students in University examinations and progression to higher studies. The tabulation registers are curated by the college. Feedback collected from stakeholders also indicates the success of OBE.

20.Distance education/online education:

The college webpage has been developed for making all information accessible to faculty members, and enrolled and prospective students and to provide appropriate links for online teaching. Online teaching is done using Google services and Zoom meets. Videos prepared by faculty members covering the syllabi have been uploaded on the college You tube channel ccerajjdbggckota and personal You tube channels of faculty members. The links of videos are shared with student Whats app groups and are shared on the google drive of the college, named as Rajiv Gandhi E-content

Bank. Faculty members deliver live lectures through the teleconferencing room. PDF notes and assignments are given to students through WA groups and google forms. Lectures prepared by faculty members have been uploaded which focus on online learning delivery, The college has subscribed to N-list(INFLIBNET) services to enable faculty members,research scholars and students to access scholarly peer-reviewed electronic resources.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	166

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	1899

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1379

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	564

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**29**
Number of full time teachers during the year	

File Description	Documents
Data Template	**View File**

3.2	**49**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	**View File**

4.Institution

4.1	**22**
Total number of Classrooms and Seminar halls	

4.2	**180.8958**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**40**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution ensures effective curriculum delivery through a well-planned and documented process. The college is affiliated with the University of Kota and implements the curriculum prepared by the University. A class-wise and teacher-wise timetable is prepared and displayed on the college website, general notice board, and departmental noticeboards. Each department prepares its teaching plan that incorporates schedule for unit/monthly tests/ seminars/ field work etc. At the college level, the implementation and completion of the curriculum within the stipulated time are monitored and regulated by the head of the institution and in

charge of the department respectively.

The syllabus of the courses is also displayed on the college website. The department in charge ensures that innovative teaching practices and methodology are incorporated for effective implementation of the curriculum. An academic calendar is prepared at the department level that incorporates schedules for term tests, seminars, and subject-related activities. The syllabus and sample papers for unit/monthly tests of each class are displayed on the website.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://hte.rajasthan.gov.in/college/ggcskota/syllabus

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

The institution adheres to the academic calendar which is shared by CCE, Jaipur which includes teaching days and tentative examination schedules. The institution follows strictly the calendar of the University of Kota. Hence the examinations are conducted as per the timetable provided by the University. The examination timetable is available on the Departmental notice board, and the website of the college. All departments conduct internal assessments i.e. continuous internal evaluation (CIE/CA) as per academic calendar prepared by respective departments. CIE is done on the basis of unit tests/ monthly tests, the sample papers of which are displayed on the college website. Almost all the major activities including CIE are conducted as planned in the academic calendar for the conduct of CIE. In addition to this, departments plan and conduct other activities like seminars, field projects, group discussions, and oral tests. Sample papers of the tests are displayed on the website.

Incharges of the departments also evaluate the completion of the syllabus due in time through internal academic audits and take feedback from students from time to time through regular interaction with the students.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://hte.rajasthan.gov.in/college/ggcskota/syllabus

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

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

1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

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

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

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

119

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

1.3 - Curriculum Enrichment

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

The aim of education is fulfilled only when it involves ethical, moral, and human values. Students are made aware of Professional ethics such as Intellectual Property Rights, Plagiarism, Copyright, etc through seminars, lectures, and issues related to human rights, and legal aspects of such issues.

College is highly conscious of issues related to biodiversity and environmental awareness. To inculcate a sense of responsibility towards the environment and nature, significant days like Earth Day, World Biodiversity day, World Wetland Day, Nature Conservation Day, Ozone Protection Day, water conservation and Pollution Prevention Day, and other days of important issues are celebrated and extension lectures by faculty and experts are also organized. A working Eco-club, U. G. association, and P. G. association are present in the college, which organizes such events for the students, and faculty and drives campaigns like

Green Campus-Clean Campus.

Organizing Social welfare week, International Day for the elimination of violence against women, International Women's Day etc helps the students to inoculate a sense of responsibility towards society and human values.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

11

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

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

775

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://hte.rajasthan.gov.in/college/ggcsk ota/SSS
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://hte.rajasthan.gov.in/college/ggcsk ota/SSS

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1899

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1386

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

There are many special programs for the advanced and slow learners at this institution and assesses the learning level of the students through these programs. The college has many initiative programs for advanced and slow learners throughout every academic year. Some initiatives are:

Advanced Learners: The following special activities are available for Advanced Learners:

1. Bright and diligent students are motivated and inspired to get into university ranks.
2. Semester toppers and university rank holders are honored with appreciation certificates.
3. Encourage them to participate in various events like quizzes, and poster presentations.
4. Motivate for Conferences, and inter-institution competitions.
5. Guide to the students for the Competitive Examinations.
6. Guiding and encouraging accessing state and national portals of teaching-learning (Swayam, Inflibnet, Gyan Sudha, Gyan

Parakh)

7. SDP programs for gaining advanced technical knowledge (MS Office, Communication skills, MMYKY, KARYA)

Slow Learners: The following activities are available for slow Learners: · Remedial classes are taken and Counseling is given to slow learners. · Previous year Question papers and Question Banks for all subjects are circulated among slow learners. Repeated practices are available on the best questions to Students. Recorded video lectures and PDF notes are accessible (CCERAJJDBGGCKOTA, Rajeev Gandhi e-Content Bank, Gyandoot, PDF notes)

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/2.2.1%20The%20institution%20assesses%20the%20learning%20levels%20of%20the%20students%20and%20organizes%20special%20Programmes%20for%20advanced%20learners%20and%20slow%20learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1899	29

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

JDBRKM believes in the adoption of student-centric methods to enhance student involvement as a part of experiential, participative and problem-solving methodology learning. Some student-centric learning methods are given below:

Experiential Learning:Experimental/Laboratory method is used in verifying the facts and law of the subject with the help of experiments. Project methods like KARYA stimulate students' interest in the subject and provide the student with opportunities for freedom of thought and the free exchange of different views. Field trips/survey is another way of experiential. Besides this extension lectures are organized to supplement the teaching process.

Participated Learning:in this category, many activities are available as workshops, seminars, plantation, EBSB, Swachchh Bharat, health awareness, NSS, NCC, Rangering, Red Ribbon Club, sports, debates and cultural events.

Problem-solving Methodologyfollowsanalysis and reasoning (local and University exams), and free internet access in the library and on campus promotes the habit of self-learning and discussion among students. Quizzes are conducted by subject teachers in all UG and PG programs. Research activity as ARS (Annual Research Seminar) is conducted by the institute under the guidance of senior faculty where the students of the different semesters or research scholars get knowledge about the emerging area.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/2.3.1%20Student%20centric%20methods,%20such%20as%20experiential%20learning,%20participative%20learning%20and%20problem%20solving%20methodologies%20are%20used%20for%20enhancing%20learning%20experiences.pdf

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

ICT tools empower both teachers and learners in any institution. They transform the teaching and learning processes from being highly teacher-dominated to becoming student-centric and this transformation results in increased learning gains for students, creating and allowing for opportunities for learners. ICT is a powerful tool for educational change and reform. Appropriate use

of ICT has helped the college raise the interest levels amongst the students. Besides the chalk and talk method of teaching, the college makes intensive use of ICT-enabled tools, including online resources for effective teaching and learning process.

The faculty use ICT-enabled smart rooms with projectors and interactive boards, Wi-Fi connectivity, software, and PowerPoint presentations developed by teachers to expose the students to advanced knowledge and practical learning. The faculty uses different methods of teaching based on the need of the learners and the subject taught. The institution is also using IT-enabled learning tools such as PPT, clippings, animations, and video demonstrations from online sources apart from providing reading materials and lab manuals through emails and other methods for an effective teaching-learning process. Printing facility is available in all the Departments. The students and faculty make use of social networking tools for instantaneous communication and information dissemination.

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

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

2.3.3.1 - Number of mentors

27

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

24

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

416.2

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

2.5 - Evaluation Process and Reforms

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

mode. Write description within 200 words.

The college has its transparency initiatives in terms of frequency and mode. There is a standard process of internal assessment in the institution. According to the academic calendar, a student has to appear in the internal examinations. The schedule of the internal examination is decided at the beginning of the session in the form of an academic calendar. According to it, a teacher has to take the unit test, which may be in the form of a written test based on the curriculum. The marks of the unit test are shown in the classrooms, and each student can ask about their performance. They can observe their test copies. The concerned subject teacher keeps the record of all internal exams having unit-test, quarterly examinations and model exams.

Likewise, the blackboard presentation or the PowerPoint presentation is done by Post Graduate students. This method releases the shyness of a student and develops self-confidence, and creates personality development for students in him. In Post Graduate classes, a student has to attend the internal examination compulsorily. Its marks are sent to the university to add to the semester mark sheet. All matters of students are settled by the Grievance and Internal Examination Committee (IEC).

File Description	Documents
Any additional information	[View File](View%20File)
Link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/2.5.1%20Mechanism%20of%20internal%20assessment.pdf

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

This college has deployed an efficient mechanism to deal with examination-related grievances that are transparent in the pattern and conduction of College Internal Examination (CIE), and refinement of grievances is time-bound. The college strictly follows the guidelines and rules issued by the affiliating university while conducting internals and semester-end/yearly examinations. At the Institute level, an examination committee is working led to handle the issues regarding the evaluation process. The marks of internal tests or exams are shown and displayed on

the notice board. If any error in the question paper, mark allocation, or any correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made at once. If a student is not satisfied with the marks awarded even after being redressed by the teacher, then he may represent the same to the committee concerned.

Re-tests for the internal assessment are available for Students who remain absent for internal exams due to genuine reasons. The Internal Assessment marks are filled in the University web portal within a time-bound process. At the University level, Students can bring their grievances for re-evaluation of their answer scripts. The entire process is maintained transparent and time-bound.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/2.5.2%20Mechanism%20to%20deal%20with%20internal%20examination%20related%20grievances.pdf

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.

At the end of Under Graduate and Post Graduate Programme at JDB Rajkiya Kanya Mahavidyalaya, Kota a student would have:

Programme & course outcomes (UG)

(a) Critical Thinking: Ability to take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid.

(b) Effective Communication: Ability to speak, read, writes and listens clearly in person and through electronic media in English and one Indian language.

(c) Effective Citizenship: Ability to demonstrate empathetic social concern and equity-centred national development.

(d) Environment and Sustainability: Ability to understand the issues of environmental contexts and sustainable development

(e) Problem Solving and Analytical Skills: Ability to think sensibly, analyze situations and solve problems adequately

(f) Social Interaction: Ability to elicit views in society.

Programme & course outcomes (PG)

(a) Attained intense expertise in the discipline

(b) Acquired Ability to a role in multidisciplinary domains

(c) Attained ability to exercise Research Intelligence in investigations and innovations

(d) Learnt ethical principles and be committed to professional ethics

(e) Incorporated self-directed and Life-long learning

(f) Obtained the ability to exercise in diverse contexts with a global perspective

(g) Attained maturity to respond to one's profession

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/2.6.1%20Programme%20Outcomes(POs)%20and%20Course%20Outcomes(COs)%20for%20all%20Programmes%20offered%20by%20the%20institution%20are%20stated%20and%20displayed%20on%20website%20and%20attainment%20of%20POs%20and%20COs%20are%20evaluated.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of POs and PSOs: The assessment tools and processes used for measuring the attainment of each of the Program Outcomes and Program Specific Outcomes have mentioned below:

Method of assessment of POs / PSOs: The program outcomes and Program Specific outcomes have been assessed with the help of course outcomes of the relevant courses through direct and indirect methods.

Direct evaluation is provided through examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are planned for specific problems on University examinations, internal exams, and home assignments.

At the end of each semester and year, the university conducts examinations based on the result published by the university the course outcomes are measured.

Assignments are given to students at the end of each module, and they refer to the textbooks and good reference books to find the answers and understand the expected outcome of the given problem.

Two/three internal tests are scheduled for UG and PG courses to ensure students have achieved the desired competencies at the module/course level.

Indirect Evaluation of program outcome and course outcome is based on feedback from stakeholders like students, parents, alumni, and teachers.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	[https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/2.6.2.%20Attainment%20of%20Programme%20Outcomes%20and%20course%20outcomes%20are%20evaluated%20by%20the%20institution.pdf]()

2.6.3 - Pass percentage of Students during the year

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

the year

564

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://hte.rajasthan.gov.in/college/ggcskota/studentsatisfactionsurvey

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

13

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

0

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

3.2 - Innovation Ecosystem

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

The institution has created an ecosystem for innovations through Research Cell. The college has well-equipped laboratories for research and development. The Research Cell provides research inputs to students and encourages them in doing research activities of prescribed syllabi and in the field of their interest. As per the suggestions given by the Research Cell, IQAC took initiative to organize workshops and motivate all the departments to conduct interactive skill-based sessions of experts from various fields. Research cell encouraged students for participating in Annual Research Seminar to present the progress of their research work. The cell also releases a research journal that includes research findings of registered research scholars in the institution. For promoting an Entrepreneurial Mindset, the institution has an Entrepreneurship Development Cell, that encourages forging a relationship between the industry and the

institution. The individual department interacts with the industry to ascertain its needs to fill the gap in the curriculum.Thus, the institution provides knowledge inputs to the students through research, skill-based, and innovative activities to prepare them for different professions in the future.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/3.2.1%20Ecosystem%20for%20innovation.pdf

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

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

08

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

3.3 - Research Publications and Awards

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

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

2

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

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

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

21

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

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

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

17

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

3.4 - Extension Activities

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

The Institution was established in July 1958, to offer higher education to girls of the region. The institution is committed to

the welfare and overall development of the students. The college has been contributing to various social activities and tried to sensitize its students towards social issues for the development of a holistic environment and a healthy network with the neighborhood community through various extension activities. Extension activities are organized considering this viewpoint like NSS, NCC, and Women Cell. The college organizes activities like Save the Girl Child AIDS awareness, Voter awareness, Plantation drive, Health check-up camp, and Blood donation camp. Women cell organizes activities for Gender sensitization, Women empowerment, and the Prevention of Sexual Harassment. Women's cell also organizes Matribhasha Diwas to create awareness amongst students, of their language.

File Description	Documents
Paste link for additional information	http://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/3.4.1%20Extension%20Activities%202021-22.pdf
Upload any additional information	View File

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

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

20

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

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

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

YRC etc., during the year

18

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

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

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

360

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

3.5 - Collaboration

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

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

6

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

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

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

.The institution has a vast green campus with adequate space for all departments and common facilities. The college campus encompasses an administrative block comprising of the Principal chamber, Accounts and Establishment sections, a Central library, Knowledge centre, Science block andaGirl's hostel. For proper water supply, a bore well is situated within the campus along with a dedicated pipeline of fresh water supply from PHED. Three water coolers are present at different locations in the college which provide potable water to the students and staff members. Solar panels and water harvesting systems are also present in the college campus. Generators present in the campus ensure power backup facility and ATM facility is also available for the

students and faculty within the institution. CCTV cameras and fire extinguishers are situated at strategic points. Proper parking facility is available for students and staff members. There are adequate well-ventilated class rooms, well equipped practical laboratories for UG, PG and research scholars, a seminar hall and two smart classrooms are present. Each department has at least one computer and internet facility. The college central library has books of all subjects and has internet facility.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/4.1.1%20Infrastructural%20facilities.pdf

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

The Facilities for cultural activities include an auditorium (Sabhagar) with a green room and an Open Arena which are used for organizing various cultural activities like solo and group singing, solo and group dance, mono acting, plays, skits, fancy dress competition, poetry, poster, slogan, rangoli competitions. There is a green room in the auditorium for use during cultural events. Annual function, Prize distribution function, and other important events are organized in both these places.

The college has outdoor games facilities which include a basketball ground as well as a volleyball court. Various outdoor sports are played by students including Volleyball, Basketball, Kho-Kho and Kabaddi. The indoor games played include Table-Tennis, Chess and Carom. Despite the fact that many of the students are from a rural background they performed well in sports and win various trophies. The players are provided with proper kits for practice and proper refreshment too. To encourage and motivate them, there is the provision of mementos and certificates for winners and participants too.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/4.1.2%20Facilities%20for%20sports%20and%20cultural%20activities.pdf

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

07

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/4.1.3%20ICT%20enabled%20facilities.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

500000

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

4.2 - Library as a Learning Resource

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

The college library has more than 75000 books belonging to Arts, Commerce and Science streams and is partially automated. It is situated in a separate independent building having a reading room, a reference room, and one room with computer facility. It is well equipped with computers, printer, photocopy machine and has CCTV cameras installed at various places. The library is kept neat and clean with adequate furniture to cater to the needs of students and faculty members. The students are issued bar coded identitycards and besides reading in the library they can get books issued for limited course of time. Internet facility is available for accessing e-books, e-journals and other web resources for academic purpose.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

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

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

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

Rs 0.58493 lakhs

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

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

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

25

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The ICT Lab in room no.82 has about ten computers with internet facility and CISCO SPARK BOARD besides relevant required furniture. The Smart classroom (Room No. 71) renovated under RUSA has LFD (Large format display) facility. It is generally used by PG departments to conduct seminars and extension lectures. It is

also used for virtual meetings with Commissionerate College Education and District Administration along with Room no. 82. Also, more than 840 lectures have been uploaded on college YouTube channel and e-books are viewed by students using IT facilities available. Similarly, the seminar hall (room no. 85) is used to conduct various seminars, lectures and workshops.

The learning management system of the college includes LED projectors in various departments, personal laptops, computers with LAN facility in each department A BSNL lease line extending to various departments and blocks has been laid down with a bandwidth of 4 MBPS. There are three biometric machines installed for monitoring the attendance of teaching and non-teaching staff. There is a display board near the administrative block and about 8 CCTV Cameras areinstalled at different places in the premises of the main administrative block and library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.youtube.com/channel/UC5tjJNogn XfO7FYYHZ3BZtA

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	E. < 5MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

61.67853

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

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

The college has a well-organized and decentralized mechanism for maintenance of physical academic and support facilities through constituting different committees. In order to maintain transparency in the procurement process, a purchase committee including 5-6 faculty members, store in charge and account personal exists. The demand for purchase of equipments, books and other articles are laid down by department incharges or committee incharges. Every purchase strictly follows GF & AR rules. The building maintenance committee takes care of the maintenance of electricity, plumbing, instrument in accordance of demand raise by the department. The store office further makes the essential arrangements. IT cell looks after the maintenance of IT infrastructure. Website incharge coordinates and ensures the updating of college web portal. Campus cleanliness and beautification committee takes care of the cleanliness of the campus area as well as classrooms and laboratories. Proper rules and regulations are set up for students and staff for using the library. Library cards are issued to all regular students of the college. The department Incharges provide a list of books after consultation with faculty members and provides a list of books to Assistant librarian for purchase. The sports committee encourages students to play and participate in various outdoor and indoor games competitions organized in the College campus as well as at University level-

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/GF_AR ules_Rajasthan_part_2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

424

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

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

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

15

File Description	Documents
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

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

File Description	Documents
Link to Institutional website	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/Capacity%20building%20and%20skills%20enhancement%20initiatives.pdf
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

312

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

312

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

27

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

114

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

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

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

27

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

one) during the year

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

2

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

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

The college student council is formed in a democratic and transparent manner where each and every student practices her right to vote and elect the council members of their choice for the post of President Vice-President General Secretary Joint Secretary and class representative. The student council along with the other student actively participates in all academic, social and cultural events organized by the college and the student council. The principal and student advisory committee provides continual guidance and involves the students in various state level, local administration, and interstate college and university activities. The students are nominated in various committees of the college administration and given a free hand to express their views for the betterment and execution of innovative ideas of young minds. The students are actively engaged in Internal Quality Assurance Cell, College Development committee, Student council, Campus ambassador, and UG-PG associations. The college maintains a healthy student- mentor relationship where the mentors quench the scientific thirst of the students. Students of NSS, NCC, and Scout Guide actively support the local administration in their campaign for social welfare like Road safety week, polio eradication campaign, gender awareness, Corona awareness programs, vaccination camps, blood and organ donation, Voters right, literacy week and legal rights of children and women.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/univ ersity_of_kota/janaki_devi_bajaj_governmen t_p_g_girls_college_kota/uploads/doc/IQAC% 20meeting%20minutes%206%20April%202022.pdf
Upload any additional information	View File

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

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

14

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The College alumni association was registered in March 2005 as "purva chhatra parishad" and has a strength of 126 active members. The members conduct monthly meetings in college campus. They aim at maintaining clean and green college campus. Mask and sanitizers were distributed to the students during COVID- 19. Packed food packets were distributed to the needy and sick during pandemic. Health and hygiene talks by lady doctors was organized for the college girls followed by distributions of Sanitary napkins. Sanitary napkins vending machine and incinerator machine are installed in Girls hostel. The meritorious girls of the college are given excellence awards annually. The alumni are holding high

post in social groups and are in continuous touch with various government and Non-government Organizations engaged in the welfare of the community. The association has taken an initiative to repair the furniture of classrooms and repairing of ceiling fans and other electrical repairs. The alumni members are contributing to energy audit systems.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	B. 4 Lakhs - 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

The college is dedicated to giving women access to a top-notch education. Through academic and personal development, we hope to empower our female students and equip them for the modern workplace and the global community. We give our pupils a supportive learning atmosphere to reach their best potential. Our goal is to help you become a self-assured, confident individual. Its illustrious and glorified history, growth, development, accomplishments, leadership, and governance over the years are attested to by its accreditation with an "A" grade.

Mission:

-To uphold high standards of quality and service as well as to value excellence.

-To be accountable for our actions and exercise responsible

stewardship.

-To provide equal opportunities for fostering potential among students.

-To empower students by assisting them in the development of effective communication, analytical skills, scientific temperament, and rational approach.

- To encourage the conduct of high-caliber research in areas of regional and societal importance.

- To develop young people morally upright and sensitive to gender issues in order to combat social ills and make them responsible, devout students.

-To make education accessible to the weaker sections of society and thus empower them.

- To promote environmentally responsible behavior and values of sustainable development among the next generation.

- To give skill-oriented knowledge to help students develop holistically and become globally competent.

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

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

A number of committees are formed, including ones for teaching personnel, office employees, lab assistants, etc. These committees are allowed free reign to ensure the seamless administration of college events. The committee members are working within the college's timeframe and module. As committee members and In-charges, teachers have many responsibilities. Committees organize and plan co-curricular events, such as holistic activities, academic endeavors, and community service. Student leaders are chosen to oversee and manage group activity. Students are encouraged to organize events that teach them their societal

duties.

On a contract basis, College Vikas Samiti hires security guards to defend college property, gardeners to maintain gardens, sweepers to clean the campus, computer operators to handle official work, etc.

A case study:

The research committee of JDB Govt. Girls College, Kota organized the annual research seminar (ARS) for research scholars on April 7, 2022. The Annual Research Seminar studies several issues and engages with specialists. 14 students registered for different classes. They updated their study using PowerPoint. Experts examined academics' results and gave recommendations. The college's research committee sponsors ARS annually to boost researchers' production and skills.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/Annual%20Research%20Seminar%202021-22.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Higher education strategy development improves quality and efficiency. The college has a plan for achieving its goals. Department of College Education, Rajasthan, Jaipur, directs strategic planning according to UGC guidelines and policies. Several committees address infrastructure, institutional quality, research, faculty development, cultural enrichment, etc. Planning and development are overseen by the boys' Fund Committee, College Development Council, and Student's Union Advisory Committee. The state government demands IFMS budget planning at the start of the fiscal year.

The strategic planning areas include:

- Maintenance of infrastructure: Solar plant maintenance, PG classroom upgrades, etc.

- **Teaching and learning: Standardised ICT-based teaching-learning process and updated the digital library with e-resources and various labs.**
- **Research and innovation**
- **Human resource management: FDP and SDP every year to develop the teaching-learning process.**

Strategic plan and its implementation:

- **The Department of Science and Technology, Government of Rajasthan, has successfully implemented KARYA "Knowledge augmentation through Research in Young Aspirants. Under KARYA, students from basic sciences are provided with an opportunity to work on short-term projects at the Institutes of Eminencefor 8 weeks during summer vacations. Institutions' mentors help students with academics. Selected students receive fellowships for program expenses. The result of 55 applicants for 2021-22 is awaited.**
- **Starting on 28 March 2022, Innovation Cell organized a workshop on 'Basic Instrumentation and Lab Techniques' to teach 70 students about laboratory instruments.**
- **Student Development Programme (SDP) - On 17 January 2022, the Student Development Programme (SDP) commenced. 59 students learned Word, Excel, and PowerPoint from the faculty.**

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/IQAC%20Committee%202021-22.pdf
Upload any additional information	[View File](#)

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

College Organizational Structure:

The Commissioner of College Education for Rajasthan oversees the department. All government colleges are under commissionerate. The institution's principal works under the Commissioner of College

Education. The organizational structure of J.D.B. Govt. Girls College Kota is shown as an organogram for effective decision-making and execution of responsibilities.

Administrative setup:

- Administrative and college activities are directed by the Commissionerate of College Education, Rajasthan. The charges of the establishment section, Account section, and Academic section are given to senior faculty members.
- AAO deals with financial matters. The security guards, gardeners, sweepers, Computer operators, etc. are recruited on a contractual basis via College Vikas Samiti.
- The Vikas Samiti administrative team includes the college's principal, a secretary, a district collector representative, a college education commissioner representative, two educationalists, two learned citizens, a cashier, and two students chosen by the principal. The committee provides feedback on instruction, learning, and other areas and maintains infrastructure.

Service guidelines, selection processes, and promotion procedures are as approved by the state.

Grievance redressal: The college has anti-ragging, Internal Complaints, Legal, and Grievance Cells. Anyone can express their concerns about educational institutions in Rajasthan by using the Rajasthan Sampark Portal. The Principal and the concerned committee meet regularly to discuss student complaints and to find solutions to those complaints.

File Description	Documents
Paste link for additional information	https://finance.rajasthan.gov.in/docs/rules/rsr/rsrrules.pdf
Link to Organogram of the institution webpage	https://hte.rajasthan.gov.in/college/ggcskota/organogram
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and	A. All of the above

Support Examination

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

6.3 - Faculty Empowerment Strategies

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

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

All state welfare schemes have been implemented and are aided by effective welfare measures. GPS/NPS and SI are mandatory deductions for future security. Group insurance is also deducted. State Government reimburses employee medical claims as part of health costs.In addition to receiving gratuity and pension, the College's superannuated employees benefit from the Rajasthan Pensioner's Medical Fund. The university deducts 5% of teachers' pay for a teacher's welfare fund during the evaluation process. It's given to a faculty member's family based on fund policy. The employee's General Provident Fund (GPF) is also deducted.

Benefits include:

RGHS: The Government of Rajasthan has also launched a new scheme for Government employees called the Rajasthan Government Health Scheme(RGHS Scheme). Cashless Medical facilities are provided to the beneficiaries through this scheme.

Leaves for teaching staff:

- PL: 15 privileged days at year's end
- HPL: 20 Half-Pay Leaves can be converted for medical reasons.
- CL: 15 per session
- Special CL: 15 in a session for seminars, conferences, and academic purposes.

Leaves for non-teaching staff

- **PL:15 advanced credited two times in a year**
- **HPL: 20 half-pay leave after the completion of the year can be commuted on medical grounds**
- **CL:15 in a calendar year**

Leaves for female staff

- **Maternity leaves (two times in a service period for 180 days)**
- **Childcare leaves (730 days in the entire-service period)**
- **Miscarriage leaves for 45 days**

Leave for male staff:

- **Paternity leaves (two times in the entire service period).**

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/Rajasthan%20Govet%20Health%20Scheme%20notification%20and%20finance%20rule.pdf
Upload any additional information	View File

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

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

0

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

6.3.3 - Number of professional development /administrative training programs organized by

the institution for teaching and non-teaching staff during the year

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

6

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

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

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

37

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The achievements of faculty members are monitored and maintained through the Performance appraisal system as per the guidelines from UGC which is submitted to the head of the institute. The overall performance of teaching or non-teaching employee is appraised by the Principal on annual basis and reviewed by the competent authority on various aspects of working behaviour and other performance. Their records are kept in the office of the Commissionerate of college education and reviewed by DPC at the time of promotions.

The Reporting officer judges and rates the work carried out by the reportee under the following 6 criteria:

1. Output of work

2. Leadership qualities

3. Analytical ability

4. Management ability

5. Decision-making ability

6. Ability to take initiative

The overall rating is provided by reviewing authorities and finally conveyed back to the reportee,

Teachers must fill out another personal proforma including :

- Academic qualification,
- Teaching experience with information related to classes
- target, course completion, subjects/ papers taught,
- examination result,
- Publication, Research,
- participation in co-curricular and extra-curricular activities with suggestions about student services, teaching, and
- examinations.

The college accomplishes each project with quality performance and documentation after academic and administrative audits from affiliated universities and government bodies. The college performed all audits well.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/AAP%20report%202021-22.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The effective and efficient use of available financial resources of the college is ensured through a proper system adopted by the college (General Finance & Account Rules (GF & AR) of the State of Rajasthan). The government of Rajasthan appoints a permanent Assistant Accounts Officer for routine accounting work. Before the commencement of every financial year, the principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments, to the management.

The Internal Audit process: All vouchers are audited by an internal financial committee every year. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers.

The External Audit process: Audit by Auditor General (AG) office of Govt. of Rajasthan: - The accounts of the college are audited by the audit team of the AG office on a periodical basis (every 3 years).

Audit by Comptroller and Auditor General (CAG) office of Govt. of India: - The accounts of the college are also audited by the audit team of the CAG office on a periodical basis. The service records are also audited by both the AG office and CAG office teams.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/GF_ARules_Rajasthan_part_2.pdf
Upload any additional information	View File

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

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

83.47

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The funds are utilized as per GF& AR of the state. The charge of DDO is given to the Principal or a senior faculty member who looks after the financial matters of the institute. There is an AAO office that keeps track of financial support received and used from various agencies. The funds are received under the following scheme/ heads:

- **State government: Allocates a specific amount to Government colleges for overall development and maintenance. The state budget and grants are released for salary, T.A., medical, office work, construction and maintenance, lab grant, books, journals, scholarships, etc. This is distributed as per allocated heads.**
- **RUSA: This fund was distributed for various purposes such as competency-building initiatives, instrumentation maintenance facility, educational innovations, fieldwork/study tools,**

etc.

- **Vikas Samiti and Alumni: Additionally, Vikas Samiti provides access to short-term funding in the event of an unexpected expense. The College Development Committee and the Alumni Association play important roles in the growth and upkeep of the college.**

Research and Fellowship Payments: The UGC, DST, CSIR, ICSSR, and other government organizations that support research provide funding to the college as well.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/Institutional%20strategies%20for%20mobilization%20of%20funds%20and%20the%20optimal%20utilization%20of%20resources.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell reviews and suggests ways to improve the teaching-learning process through academic research, effective training, and innovative pedagogies. The IQAC works to promote academic excellence and quality in all college activities. The following measures are brought to review the teaching-learning process, operational strategies, and learning outcomes:

1. **All the necessary actions are taken to manage and overcome the needs of students coming from rural backgrounds. We create a healthy atmosphere for an effective teaching-learning process. The following strategies are executed concerning teaching-learning:**
2. **Effective and optimum use of ICT.**
3. **Innovative and demonstrative pedagogies: For innovative and demonstrative pedagogies students are engaged and involved in collaborative practices to clarify their objectives and to build their confidence.**
4. **Multiple forms of feedback: Feedback generated through the student council, stakeholders, and parents in the form of a**

`memorandum, meetings, and interactions`

`Research: Along with teaching, research-oriented activities are emphasized. The college encourages students to research contemporary and global topics. The institute regularly improves infrastructure to maintain and promote the campus's research atmosphere.`

`Seminar Research Cell: Research Cell of the college conducts an Annual Research Seminar every year for research scholars. They present their research work, discuss with experts and get ideas from them`

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/6.5.1%20Internal%20Quality%20Assurance%20Cell%20(IQAC)%20has%20contributed%20significantly%20for%20institutionalizing%20the%20quality%20assurance%20strategies%20and%20processes..pdf
Upload any additional information	View File

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

`Teaching Learning Evaluation:`

- `The college is constantly improving its construction, equipment, classroom furniture, library, and IT infrastructure.`
- `Interaction, fieldwork, excursions, and community service are asserted. Each department has a computer, printer, and Smart lab.`
- `The B.O.S. committee meetings at the University of Kota, review, revise, and update the curriculum. Our college has B.O.S. faculty members.`
- `To catch up, slow learners must take additional classes. Through skill-development programs, students learn about self-employment.`
- `The college's women's cell promotes women-centered`

activities and educates students on women's social issues. Throughout the year, competitions showcase their talents and hobbies. During the academic year, an Entrepreneurship Fair promotes student creativity and innovation.

- The college offers learning-enhancing programs. College extracurriculars include NSS, NCC, and Rangering. Self-defense is taught through Taekwondo.

IQAC's teaching-learning initiatives include:

- Parents, teachers, and students fill out a questionnaire about the college as feedback. Further, this Feedback on the curriculum is discussed by IQAC and the college convener.
- Each department schedules monthly tests and seminars. This helps teachers determine students' learning abilities and modify lessons. Departments hold aptitude and specialization seminars.

- Students have access to a central library that is fully automated and stocked with reference materials. Donations can be made to book banks. The library now has computerized services.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/Faculty%20as%20members%20BOS,%20COC%20etc%202021-22%20Final.pdf
Upload any additional information	View File

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

File Description	Documents
Paste web link of Annual reports of Institution	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/Annual%20report%20of%20the%20institution%2021-22%20(1).pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

WomenCell, Anti-Ragging Cell, Discipline Committeeand Grievance Redressal Cell play a vital role in the safety and security of female students. All these committees are constituted as per the rules and regulations of the State Government. The internal complaint Committee is constituted as per the regulations and Act for the prevention and prohibition of sexual harassment.The committee is functionaland tries to resolve the problems of the students, if any, preserving anonymity. There is no problem in maintaining discipline and providing security to students on the campus because of the active role of the committee. Activities related with Government Flagship Program on gender sensitization namely "Beti Bachao Beti Padhao" were organised. The following-initiatives are taken to ensure the safety and security of the students-

1. The college campus is under CCTV surveillance.
2. Suggestion Box is installed to drop suggestions or complaints from students regarding safety and security. The complaints are immediately resolved by the Grievance Redressal Cell.
3. The discipline committee of the college safeguards the campus in all aspects. This committee monitors the campus for avoiding unfair incidences and intentionally keeps watch on vulnerable places.

4. **An identity card is mandatory for students inthe college campus.**
5. **A common room is there with adequate facilities such as a sanitary pad vending machine and incinerator.**
6. **A day care unit is also there with all the needs.**
7. **Channel gates at the entrance.**
8. **Fire extinguishers installed in campus building.**
9. **Campus is "Tobacco Free".**

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	[View File]()

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

College administration has declared the campus as "Plastic free zone."Cleanliness drives are run through NSS units of the college on regular basis.

Solid Waste Management:

1. Two compost pits dug for preparing compost by dumping green garbage.
2. The college has solid waste disposal bins placed at various locations.
3. Solid waste from various laboratories are disposed off in these bins which is then collected by Nagar Nigam.
4. Efforts have been made to make campus polythene free.
5. Most of the communication is done through e-mails to reduce paper waste.

Liquid Waste Management.

1. Waste water output from water coolersis used for watering plantsin the campus.

Biomedical waste management

1. There are two sanitary vending machines with incinerators placed in Girls restrooms and hostel.

E-Waste management

1. All the E-waste isstored in a separate room.

Hazardous Chemical and Radioactive Waste Management

1. All chemicals and reagents are stored properly. Any sort of spillage is prevented.
2. Students wearlab coats, gloves, etc for protection.
3. LPG gas burners are used inlabs to reduce carbon emission.
4. In order to dispose offumes-labs are equipped with exhaust fans.
5. Organic methods of gardening are adopted to minimize use of harmful chemicals and pesticide.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	B. Any 3 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

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

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

To inculcate tolerance and harmony among students, college promotes and encourages them to participate in various activities for hands on learning and enriching their experience through the activities that provide different perspective to look at the society and to promote cultural values too.

NSS camps are organized on gender sensitization, plantation, blood donation and many more.NCC cadets participate in Republic Day Parade, National days, birth anniversaries of natural heroes are celebrated to create awareness regarding communal harmony.

SVEEP(Systematic Voters Education and Electoral Participation) program also conducted effectively to create awareness about right to vote, pledge of vote, slogan writing and other competitions are organized for the same. Spotrs also help in inculcating values of communal harmony, discipline and team work. Students participate in intracollege, intercollege, university, division, state and national level events.Rangering organizes disaster management camp and Rashtriya Sadbhawana camp.Women cell organizes different activities to create awarenss about legal issues of women safety. Ecoclub is functioning effectively-LED lights have been installed. Community book bank is there to provide ample opportunities for the unprivileged students. Different scholarships for meritorious students, weaker economic background students and minority students are being provided by State and Central Government

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

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

The constitution of India is an inclusive constitution of the largest democracy of the world by common Endeavour of student and staff, the institution promotes understanding of values, rights and duties laid down in our constitution. The college encourages students to know about our fundamental duties and rights, human rights related to peace and known violence, awareness about the right to information, right to education and several other constitutional features which help in effective governance giving them a deep insight in to the framework of our constitution. Students union and their election give a glimpse in to the process of democracy at an early age. Debates, Posters, Essay righting and drawing competition are someco curricular activities to promote constitutional awareness.We celebrate 31st October as National Unity Day, 26th November as constitution day without fail, encouraging maximum participation from students in the above

mentioned activities. These activities go a long way inculcating love for our nation and respect for our leaders who dedicated their lives to make India achieve its past glory, giving a message of peace and nonviolence to the world as well as maintain unity in diversity. As Sardar Vallabh Bhai Patel has said "Man Power without unity is not a strength unless it is harmonious and united properly and then it becomes spiritual power".

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

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

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

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

As a part of holistic education, a celebration of national commemorative days, events, and festivals is an integral part of the college activities. The staff and students participate in these events with enthusiasm. Rajasthan state is well known for its festivals and cultural heritage. The college helps the students to connect with their cultural roots by inculcating the importance of Indian culture and heritage. the students are made aware of the contribution of great people to society through these celebrations. The college also celebrates and organizes National Flagship Programmes initiated by State and Central Government. The institution pays tribute to the national heroes by remembering and organizing their birth and death anniversaries through extension lectures, rallies, and various competitions. The college also organizes activities on the days of National importance to imbibe high moral and nationalistic values among the growing minds of the students, which is helpful to boost their professional and personal attitudes. The Human Rights Cell, NSS, NCC, Cultural Committee, PG Departments, and Staff Club are actively organizing events like- Republic Day (26th January), Independence Day (15th August), World Environment Day (5th June), National Yoga Day (21st June), Hindi Diwas (14th September), Constitution Day (26th November)and etc.

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

7.2 - Best Practices

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

1. Research Era Objective / Goal

The aim of this activity is to develop and nurture research aptitude, scientific thinking and writing skills.

Context

With the advent of research-based pedagogical techniques students are actively involved in research activities. However, the majority of the work is driven solely to fulfill the requirements for the degree.

Practice

Research papers written by the students are published in this journalin a proper format.The journal is published every year. This is a house publication.

Evidence of Success

Students are eager to learn about patterns and rules for publication.

Problems encountered & resources required

Need to improve the writing and presentation skills of the students. Workshop,seminar andlectures need to be arranged for students to motivate research.

2. Student Development Programme

Objective

The aim of this activity is to train the students towards computer skills and lab techniques.

Context

The Innovation Cellhas decided to start two need-based add-on certificate courses under Student Development Programme as

1. Basic computer and software skills
2. Basic instrumentation and laboratory techniques

Practice

The Innovation cell organizes the Student Development Programme(SDP) of two weeks training course for students in which interaction of 30 contact hours is compulsory.

File Description	Documents
Best practices in the Institutional website	https://hte.rajasthan.gov.in/college/ggcskota/institutionalbestpractices
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Since its inception as an Intermediate School in 1949, the educationof the girl child has been the key thrust of Janki Devi Bajaj Government Girls College. The institution not only provides quality classroom education but also tries to holistically develop the students through club and forum activities, exposing them to society's needs through NSS, NCC, and women's cells. Workshops and activities help them acquire their dream jobs through the Placement Cell, while the Entrepreneur Club creates opportunities for self-employment. Internships and academic outreach programs acquaint the student with the work culture in different fields. As the main aim of the institution is to contribute to the welfare of society through the upliftment of women who are the nurturers of society, the goal to develop the girl child through education has remained our best hope as we move ahead in the Twenty-First Century.

Various programs/facilities which show the distinctiveness of the college are entitled as "Holistic Paraphernalia" including-

1. KARYA

2. MOS training for faculty and students

3. Annual Research Seminar

4. Summer camp in spoken English

5. CISCO Smart Class

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

1. **To organize Student Development Programme by Innovation Cell**
2. **To apply for the third cycle of NAAC Accreditation.**
3. **To strengthen the Feedback mechanism.**
4. **To organize more Faculty Development Programs.**
5. **To publish more research papers in journals of UGC Care list and injournals of National /International repute.**
6. **To organize a talent hunt providing a platform to students for their all-round development.**