



YEARLY STATUS REPORT - 2020-2021

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. Anita Kothari
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	0744 2324074
• Mobile no	7737075770
• Registered e-mail	jdbcollege@gmail.com
• Alternate e-mail	drshuchitajain@gmail.com
• Address	Janki Devi Bajaj Government Girls College, Antaghar circle, Naya pura, Kota, a
• 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.	07442406055																		
• Mobile	9352600740																		
• IQAC e-mail address	drshuchitajain@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%20Final%20Report%202019-20.pdf																		
4. Whether Academic Calendar prepared during the year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/AcadCalander19-20.pdf																		
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B+</td> <td>75.25</td> <td>2004</td> <td>16/09/2004</td> <td>15/09/2009</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.11</td> <td>2014</td> <td>21/02/2014</td> <td>20/02/2019</td> </tr> </tbody> </table>		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
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
Janki Devi Bajaj Government Girls College, Kota	Plan and Nonplan	State Government	2020-21,365	92808.66
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9. No. of IQAC meetings held during the year		3		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 		No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
<ul style="list-style-type: none"> If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
1 AQAR submission on HEI portal				
2 Proper sanitization measures to prevent Covid-19				
3 Annual Academic Audit program				
4 Evaluation of CAS forms for the post of Professor				
5. Two Students development programs (certificate courses) (a) Basic Computers and Software Skill (b) Basic Instrumentation and Laboratory Techniques)				

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

Plan of Action	Achievements/Outcomes
1. To submit AQAR 2019-20	Submitted within timeframe
2. To organize national and international webinars	3 international and 3 national seminar and workshops were organized
3. Completion of Annual Academic Audit	Annual academic audit completed successfully and the college scored second rank in the state.
4 To evaluate CAS forms for the post of professor	Evaluation was done as per rules and guidelines of CCE Jaipur were followed
5 To take care of sanitization during Covid-19 pandemic	The automatic Sanitizer machine was installed in Principal
6 To start Student Development Program(SDP)	Two Student Development Programs on Basic Computers and Basic Laboratory techniques were conducted by Innovation cell
7. To promote inhouse research publication	e-Publication of various research outcomes and uploded on webpage

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Staff Council	15/01/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	31/01/2020

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	182
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1907
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	1438
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	654
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	26
File Description	Documents
Data Template	View File
3.2	85

Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	30
4.2 Total expenditure excluding salary during the year (INR in lakhs)	133.05426
4.3 Total number of computers on campus for academic purposes	18
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>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. At the beginning of the academic session, a class-wise and teacher-wise time-table is prepared. The timetable is displayed on general notice board and departmental noticeboards. At the college level, the implementation and completion of the curriculum within the stipulated time is monitored and regulated by the head of the institution and in charge of the department respectively. The in-charge of the department discusses the syllabus and course plan. It is further ensured that innovative teaching practices and methodology are incorporated for effective education of the curriculum. Development of the civic sense, inculcation of democratic principles awareness towards social equality and a profound sense of responsibility work as the prime objectives of this institution which aspires to achieve, aiming to transform students to become better citizens. As a lighthouse, the institution enlightens the lives of the students. The fundamental onus of any educational institution is to develop and provide a plethora of learning endeavors of the state imparting qualitative knowledge</p>	

embedded with ethical values as an essential and integral portion of the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janki_devi_bajaj_government_pg_girls_college_kota/uploads/doc/Time Table.pdf

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

The college has developed a structural and documented process to ensure effective curriculum delivery through a well-planned documentation process. Continuous internal evaluation is done through monthly tests and assessments through seminars, projects and presentations by the students. Each department prepares its own academic calendar with tentative dates of monthly tests, seminars and projects submission dates. Heads of the respective departments monitor and take feedback of faculty and students regarding curriculum delivery and evaluation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janki_devi_bajaj_government_pg_girls_college_kota/uploads/doc/Sample%20paper%20U.%20G.%20and%20P.%20G..pdf

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

B. Any 3 of the above

affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
7	
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	
227	

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

Institution integrates cross-cutting 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. The NSS, NCC, Women Cell also conduct awareness programs, debates, and rallies on Road Safety, AIDS, Seasonal Diseases, female infanticide, Save girl child, and human values regularly.

Programs and activities (seminars, quizzes, etc.) are also organized by Intellectual Property Rights Cell, Human Rights Cell, and Women Cell to make the students aware of the intellectual property rights, copyright, plagiarism, issues related to human rights, and legal aspects of such issues.

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

4

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

491

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
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File Description	Documents
URL for stakeholder feedback report	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_girls_college_kota/uploads/doc/Feedback%20report%20Students,%20Alumni%20&%20Teachers%202020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_girls_college_kota/uploads/doc/Feedback%20report%20Students,%20Alumni%20&%20Teachers%202020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1907

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

1438

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college organises orientation programs you the parents and students at the commencement of session. The programme helps the students and parents to get familiar with the institution, curriculum & and co-curricular activities, facilities, rules regulations etc. Every year students are given a training on communication skills, personality development, time management and motivational sessions are held.

Advance Learners

- High Performing students are identified on the basis of internal assessment, University exams, involvement in class rooms.
- Students are encouraged to be members of professional bodies, and technical events are organised.
- Advised to participate in group discussions technical quizzes to develop analytical and problem solving abilities in them and thereby to improve their presentation skills.
- Various Club activities are conducted by all departments in the respective areas to mould the students in corresponding fields.
- Students are also provided opportunities to develop their creativity by participating and organising inter collegiate as well as national level technical symposium, games. NCC, NSS.
- Students are motivated to take up competitive exams like GATE, GRE, TOEFL, IELTS etc.

Slow Learners

- The institute practices academic counselling processes during the time of admission and during the course of study group of students are assigned to the faculty for counselling.
- Care is taken by the faculty in monitoring the performance of slow learners.
- Departments conduct remedial classes, provide notes for students.
- Class tests are conducted for their improvement.

The college is affiliated to University of Kota, Kota and the students are only assessed during the annual as well as semester examinations conducted by the affiliating university. But the college makes various efforts to assess the learning levels of students starting soon after the admission process. The mentors start the process of identification of the students' learning levels, interests, articulation abilities and prospects through interactions in class and laboratories, departmental seminars and performance level in class tests. Class tests for UG and PG and seminars for post-graduation students are a mandatory activity. These internal tests help the teachers a lot in assessing the learning levels of students. This helps the students to analyse their preparations and know the problem areas related to subject content. Feedback is also collected from related subject teachers and from the admission committee. This feedback helps in categorization as advanced learners and slow learners. After the process of identifying the mentors convey this information to the faculty and respective committees. It is also mandatory for students of first year undergraduate program to enrol in one of the extension activities viz NCC, NSS, Ranger/Rover, Women Cell etc. as per their aptitude and the mentors help them in this selection. After the completion of the admission process, the ball starts rolling and certain steps are carried out to enhance skills for both types of learners.

Some of the measures taken for the slow learners are:

- Extra classes for problem-solving and course content
- Modifying teaching strategies as per needs
- Group study supervised by the teacher
- Personal counselling
- Parent interaction
- Assignments and study notes provided by teachers

Skill development activities Mentoring to instil confidence
Identifying weaknesses and strengths.

Some of the measures taken for advanced learners are:

- Skill development programs
- Guest lectures and extension lectures for competitive exams
- Debates, presentations
- Counselling for goal setting
- Responsibilities in literary and cultural activities

File Description	Documents
Paste link for additional information	Nil
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
1907	30

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

To educate is to ensure the all-inclusive and integrated development of the students. The focus of the college is to impart its students with significant, purposeful, and worthwhile education. For this purpose, the institute provides the students with a friendly environment and an amiable student-teacher relationship. The active participation of students in the teaching-learning process is ensured. Several Parent-Teacher meets are organized under the Community Connect Program initiated by the Commissionerate of College Education. The students are given a friendly environment outside classrooms as well. For the all-around development of the students, the college offers clusters of extracurricular activities. At the time of admission, the student has to select any one of the four activities at college, i.e. NCC, NSS, YDC, and Ranging. The students take an active part in organizing various extra and co-curricular, inter-departmental, inter/intra-college events, which help them in developing their organizing and managerial skills. The best example is a cultural week is organized every academic year,

which includes various competitions like debate, quiz, poetry recitation, skit, drama, song, dance, fashion show, rangoli, Mandana, hairstyle making, etc. These competitions demonstrate the talent of students apart from studies. To inculcate participative learning the college also organizes literary events like Science Day, Constitution Day, Ramanujan Day, Human Rights Day, Hindi Diwas, and many more. Apart from the conventional classroom teaching exploratory and collaborative learning and problem-solving methodologies are being emphasized. Developing critical and creative thinking in students it is a necessary step to make learning experimental. The laboratory periods are conducted in batches that encourage students to learn with one another and use participating strategies for learning. The well-furnished and well-equipped laboratories of Chemistry, Botany, Zoology, Physics, and Computer Lab are available to students for experimental learning. Dignitaries and eminent personalities of different fields are invited to address Seminars, Skill Development Programmes, Workshops, and Group Discussions. These activities keep the students' knowledge updated and make them understand new dimensions of learning. Youth Development Centre organizes Industrial visits to nurture and expand the knowledge of entrepreneurship amongst the participating students. The college encourages the students to use apps developed by the Department of Higher Education, Rajasthan like DISHARI. This app is related to General Awareness and the English language. Faculty members make social media and phone groups for practical classes, assignments, and projects to be proactive with a large number of students. To encourage students' participation in literary creativity, there is the annual publication of the college magazine 'Wagdhara' .

Experimental learning

- Project work:- Project is organized in two phases (i) mini-project (ii) Major project.
- Participation in competition at various levels- Students are encouraged to participate at the national and international level
- Field Visit- Faculty identifies and proposes academically significant field visits and surveys.
- Industrial Visits- Departments plan and organize the industrial visits for students to provide exposure to industrial work culture.

Participative Learning:-

- **Teamwork** - All departments organize student activities to promote the spirit of teamwork, the activities and Camp of NSS, institutional Social responsibility through, Red ribbon, Village adoption, Tree plantation, Swachh Bharat, and Health awareness Camp to help the students to learn the art of living in a team for social community welfare.
- **Debates-Debates** are followed in many subjects where students of different thoughts are required to come up with different options.
- **Groupwork:** Practicals and workshops in all individual and group work under the guidance of teachers are also conducted.

Problem Solving Methodology:-

- **Quizzes:** Quizzes and Seminars are conducted by Subject teachers in all U.G and P.G Subjects.
- **Research Activities:** Research activities are conducted in the Chemistry, Botany, and Zoology Department under the guidance of faculty where the students get knowledge about emerging areas and help them to research aptitude.

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/Seminars,%20Projects,%20Internship%202020-21.pdf

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

The college has three smart class rooms, well equipped with the LCD Projector and Screens. The college issued separate Desktops and Laptops with printer to each department and Conveners of some Committees for the smooth conduct of the various important processes of the college like online admission process, scholarship and examination. Broadband Leased Line & installation of Bharat Fibre connections are highly useful to function all the above devices very speedily. The college also has a well-equipped computer center, Network Resource Center with computers, Printers and Power Backup facility for the students and teachers. Currently, some of the teachers are conducting online practical classes and exams through

Google classroom. The college has fully furnished CISCO Spark board and Video Conferencing room which is extensively used for teaching, learning and conferencing purposes. The Seminar Room of the college is also equipped with smart board, computer, projector and screen for conducting competitive classes and webinars. Projectors and big screens are often used in Auditorium to conduct quizzes, online demonstrations, informative movies and documentaries etc. To keep our student and teacher's pace with the changing scenario, fully automated library is regularly updated with online resources, Infilbnet membership is upgraded and N-list, Shodhganga, Shodhsindhu and allied e-resources are provided free of cost. Institution has created its online repository. The institution encourages teachers to attend training programmes, workshops, seminars and conferences related to the ICT use or innovation in teaching-learning. All the faculty members are well versed with all the latest ICT tools and use the necessary ICT to prepare their e-lectures. All departments use PPT and multimedia to simplify the syllabus in a more meaningful way. The college has its own YouTube channel. The faculties use their own channels too. To benefit students all faculty members regularly share videos, PDF notes, and assignments related to course content on college's and personal YouTube channel. All the e-contents of the faculty members are arranged subject wise on the college website under 'Rajeev Gandhi e-Content Bank'. Social media is skilfully used by the college faculty through WhatsApp groups of students formed by the subject teachers and mentors. Teachers use them for various purposes so as to streamline the process of learning with the help of a visual medium. Adoption of technology is the demand of the time. Hence, the college tries to embrace and cope with latest technologies.

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

30

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

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

24

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

28

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessment in the institute is transparent, flexible and robust. The institute follows the regulations of Kota University, Kota for the internal evaluation process of the theory & practical subjects. This process is well explained to students and parents during the Induction program at the beginning of every academic session. College Prospectus is uploaded on the college website. For subject with practical exams, marks for the experiments performed are displayed on the notice boards of departments. The subject wise class tests are conducted for more than once for the benefit of those students who could not appear for the first time and bring students under uniform internal evaluation system. The topics of assignment and projects are allotted to students based on their capability and interest to bring out the best as per their intellectual competence. As per the academic calendar of the Commissionerate College Education, Jaipur, the college conducts monthly tests and midterm tests twice in an academic session. Since the awards of these tests reflect the students' progression and performance which help in identification of slow learners and advanced learners. Once the slow learners are identified they are given further chance to improve themselves by attending tutorial classes. As far as advance learners are concerned, they are motivated for Pratiyogita Dakshata Classes for the preparation of competitive examinations. In case of any grievance, Department heads are fully empowered to suggest for the re-assessment by the approval of department faculty members. All such modifications are displayed on the department notice boards for student reference. Any disputed matter at the department level is brought into the notice of Principal and Student Grievance Redressal cell. Such issues are rare in nature. The process of internal evaluation starts at the classroom level. Subject teachers evaluate the preparatory answer scripts and return them to the students with the counselling classes on how to improve the answers. The University declares the result in due course of time. Students with the revaluation request or any

dispute or doubt in the results, can approach to the Academic Section, who further takes the matter to Student Grievance Redressal Cell or Exam Committee.

CIE

1. On the onset of session an orientation program is held for the awareness of evaluation and assignment system.
2. Conducting tutorial classes to clarify doubts and re explaining the difficult topics.
3. Regular unit tests, surprise test, quiz are conducted prior to examinations.
4. Regular conduct of group discussions, seminars.
5. Monitoring improvement in slow learners and encouraging the fast learners to help their fellow students.
6. Industrial visits, Botanical & Zoological survey conducted, students submit the visit reports which are evaluated.
7. Collaborative learning, Project based assignments, remedial & extended classes, solving previous years papers.
8. Students performance is evaluated by-

- a). Communication skills
- b). Ability to work in teams.
- c). Leadership qualities.

Students are enrolled in NSS, NCC, YDC etc. to develop the above.

1. Evaluation process is communicated to students through notice boards.
2. Staff meetings are conducted to review the evaluation process.
3. Results are displayed on the notice board.

File Description	Documents
Any additional information	No File Uploaded
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/Sample%20paper%20U.%20G.%20and%20P.%20G..pdf

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

The college is affiliated to University of Kota, Kota and the students are only assessed during the annual as well as semester examinations conducted by the affiliating university. The institution thus does not have any direct process of internal evaluation. In all the subjects where practical exams are part of the curriculum, it is mandatory to submit a practical record that is evaluated and marks are added during the final consolidation of results. The project report is also compulsory in some of the subjects and is considered for assessment. All the teachers are in the examination panel of the University and they render their services in setting the question paper and evaluating answer books. The answer books are provided a code number by the University and the evaluation process is transparent. The marks are filled in the OMR sheet and complete secrecy is maintained. The University declares the result well in time. Grievance Redressal committee is in place to solve the grievances if any.

File Description	Documents
Any additional information	View File
Link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janki_devi_bajaj_government_pg_girls_college_kota/uploads/doc/Revised%20Annual%20Committee%20of%20JDB%20Girls%20College%20Kota.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.

1. B.Sc. :- This course offers theoretical as well as practical knowledge about different subject areas. These subject areas include Physics, Chemistry, Mathematics (Maths Stream) and Botany, Chemistry and Zoology (Biology Stream) while other fields depending on the specialization a student opts. This programme course is most beneficial for students who have a strong interest and background in Bio-science and Mathematics. The course is also beneficial for students who wish to pursue multi and inter-disciplinary science careers in future. Following are the various programme outcomes. The course content is also designed to provide exposure to the core subjects and equip the students for higher education. The students will develop understanding about natural and applied sciences.

Bachelor program in science consist of physical and life science.

2. M. Sc. (Botany) :- Develop a conceptual understanding of principles and importance of Botany. Students would be benefited with knowledge of core subjects like plant diversity, physiology and biochemistry, molecular cytogenetic and application of statistics etc. Create, select and apply appropriate techniques, resources and modern technology in multidisciplinary way. Practice of subject with knowledge to design experiments, analyze and interpret data to reach to an effective conclusion. Environment and Sustainability:

Understand the issues of environmental contexts and sustainable development with respect to assessment, conservation and utilization of floral diversity. Documentation and report writing on experimental protocols, results and conclusions, study tours and filed visits etc.

3. M. Sc. (Chemistry):- Students will have sound knowledge about the fundamentals and applications of chemical and scientific theories. Every branch of Science and Technology is related to Chemistry. Easily assess the properties of all elements discovered. Apply appropriate techniques for the qualitative and quantitative analysis of Chemicals in laboratories and in industries. They will become familiar with the different branches of chemistry like analytical, organic, inorganic, physical, environmental, polymer and biochemistry. Helps in understanding the causes of environmental pollution and can open up new methods for environmental pollution control. Develops analytical skills and problem solving skills requiring application of chemical principles.- Acquires the ability to synthesize, separate and characterize compounds using laboratory and instrumentation techniques.

4. M. Sc. (Mathematics):- To create an academically sound environment that nurtures motivates and inspires excellence in research and teaching in Mathematics along with concern for society. To develop logical, analytical and Mathematical thinking power in the minds of students in order to cater the Mathematical needs of the society. Acquaintance with the fundamental algebraic structures, namely Groups, Rings, Fields and Vector spaces, essential for further study of Algebra as well as meaningful Introduction to discrete mathematics and its applications.

5. M. Sc. (Physics):- The course outcome of this PG course can be illustrated as better understanding of Mathematical methods of Physics, Classical mechanics, Classical Electrodynamics, Quantum Mechanics, Electronics, Microwave and its propagation, Mathematical methods of Physics, Laboratory Practice as well as many physical

branches of this course.

6. M. Sc. (Zoology):- Developing deeper understanding of key concepts of biology at biochemical, molecular and cellular level, physiology and reproduction at organismal level, and ecological impact on animal behavior. Elucidation of animal-animal, animal-plant, animal-microbe interactions and their consequences to animals, humans and the environment. Development of an understanding of zoological science for its application in medical entomology, apiculture, aquaculture, agriculture and modern medicine. Development of theoretical and practical knowledge in handling the animals and using them as a model organism. To identify a research problem and to formulate a scientific solution.

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_pg_girls_college_kota/uploads/doc/COURSE%20OUTCOMES.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

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

- The evaluation process involves the analysis of feedback on

curriculum, teaching, progression to higher education, skill development programmes, placements and updated curriculum for competitive exams.

- Programme and course outcomes are also discussed and evaluated in the Academic Council and Board of Studies.
- The faculty is also encouraged to update their subject knowledge and keep pace with changing trends in teaching methodology and delivery by pursuing higher studies, participating in faculty development programmes and seminars.
- Few PG programmes and a few UG programmes have a mandatory field trip and this along with other forms of experiential learning events like workshops/seminars/ is used to evaluate the outcomes indirectly.
- The PO attainment of the postgraduate and research scholars is also evaluated on the basis of their research output in the form of paper presentation and publications.
- The programme outcomes and programme specific outcomes are also discussed and evaluated on the basis of student progression to higher education and placement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_pg_girls_college_kota/uploads/doc/COURSE%20OUTCOMES.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

544

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_pg_girls_college_kota/uploads/doc/student%20satisfaction%20survey%20report%202020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

11

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

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

Response:

Ecosystem for innovations:

Institute is having a common Research Cell. The Research Cell comprises faculty members from various departments of the institute. This committee oversees the smooth and efficient coordination of research and development activities in the institute, thus fostering overall growth.

In addition to it, the institute has also developed Knowledge Center which is acting as a basic incubation and learning center for

students.

Aims and Objectives of Research Cell

Following Aims and Objectives have been set by the institute for itself with regard to Research-based activities.

Aims

•To conduct an Annual Research seminar to review the progress of research work undertaken and share the problems faced to be resolved

- To inculcate the spirit and culture of research amongst faculty and students.
- To enhance interaction and cooperation between researchers for interdisciplinary and multidisciplinary work.
- To forge academic and research collaborations with national and international universities, government agencies, and industries.
- To establish links with various R&D organizations and funding agencies for sponsored and contract

research.

- To take up problems faced by the local industry and provide solutions to them.

Objectives

- To organize research promotion events like conferences, seminars, workshops, invited lectures, webinars.
- To motivate faculty for doctoral and post-doctoral research.
- To encourage faculty to undertake research projects in thrust areas in science and technology with funding from various national and international agencies.
- To promote research publications.

Entrepreneurship Development Cell:

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. The gap is filled by arranging workshops addressed by industry personnel. Industry

institution relationship works in the following areas: Industrial visits for students and faculties. Field and site visits of students. Consultancy and sponsored projects. Faculty members regularly interact with the industry to understand functional challenges through applied research or student projects. The project conceived by the students is used as a case study in a few industries. Expert lectures by industry personnel for students. Conducting joint technical programs & events with industry. Startups and need-based workshops are also organized.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.youtube.com/channel/UC5tjJNognXfO7FYHZ3BZtA

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

03

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

3.3 - Research Publications and Awards

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

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

02

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

09

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

15

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

3.4.1 Extension activities in the neighbor-hood community in terms of impact and sensitizing students to social issues and holistic

development during the last five years

Response:

Education is meant for social discipline and efficiency. College is one such agency whose contribution is highly expected by the Society by way of nurturing its students. Higher education has objectives such as reestablishment of human principles, character building, promotion of abilities, cultivation of self-respect to foster moral values, spiritual thoughts, creating the feeling of universal brotherhood, developing scientific attitude. The College takes initiative to organize various such extension activities to gratify social responsibilities:

? Plantation: Being located in the South-East part of Rajasthan, plantation is of utmost ecological importance and this "Greening" has been effectively carried out by the students of the College. The saplings were planted not only within the Campus but also in adjoining areas. Organization of Camps on "Harit Rajasthan" was another effort towards the same performed by NSS volunteers.

? Cleanliness drives: Practicing on "Swachh Bharat" concept, a number of camps were organized by the College. The students not only cleaned the campus but also went to neighboring villages. They worked with great dedication and wholehearted support was extended by the Society too. Further, health and hygiene go together and it is very important to prevent diseases to maintain good health. Such drives were therefore very fruitful especially where stagnant water points, the breeding grounds of vector insects were cleaned.

? Yoga and meditation: Practicing yoga helps improving flexibility, balance, endurance and physical strength, while meditation helps to keep the mind sharp and clear, relieves stress and improves overall well-being. The College, therefore, organizes regular camps on "Yoga and Meditation" which helps the students to attain a deeper state of relaxation and creating "Mental Discipline".

? Blood donation camps: Blood donation is a life-saving endeavor and a sign of humanity that unites people irrespective of caste, creed and religion. The College organizes this activity at least once during each academic session and students donate blood, as a religious gesture towards the society.

? Social Issues of concern: Camps on different social issues are organized from time to time on topics like "Saving the girl child",

awareness towards „AIDS? and environmental protection. Various competitions related to this viz. Rangoli, Slogans, Posters etc. are also held to percolate the message related to the concerned issue in the Society.

? Voter awareness: The constitution of our Country gives every citizen the power to elect its own government by the „Right to Vote?. But unfortunately, most of the citizens do not execute this right and therefore this task of "Voter Awareness" is accomplished through the organization of camps for the betterment of the Society.

Overall, the aim of inculcating social values among students, making them aware towards social issues and solving them with the help of local community, nurturing them towards social justice and cause and enhancing their responsibility and personality, resulting in a socially mature individual intellectually as well as emotionally and making them a worthy citizen of the Society is thus achieved by the College.

File Description	Documents
Paste link for additional information	Nil
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

2

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

11

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

552

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

18 (DST- KARYA)

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has sufficient space for all departments and common facilities. The college has a bore well with an overhead water tank in each department and a dedicated pipeline of freshwater supply from PHED. The college campus has a provision of two-wheeler parking stands. To combat power cut situations, the institute possesses a generator lodged near the main building. Each department individually is equipped with at least one computer and an internet facility. The physical facilities in the college are as follows-

The main building possesses the Administrative, Academic, Accounts and Establishment Sections and Principal Chamber. The campus embodies a Central Library, Knowledge center, a Science block comprising of Departments of Zoology, Botany, Chemistry, Physics,

and Mathematics.

Classrooms: There are adequate traditional classrooms, 21 Practical Laboratories, 02 Smart Classrooms with Interactive Boards. Each department individually is equipped with at least one computer and an internet facility.

Facilities for Research: Most of the Science Departments offer additional academic and research facilities viz., the Department of Zoology consists of 03 UG laboratories, 02 PG laboratories with a special paper on wildlife management and forestry; the Department of Botany consist of 03 UG laboratories, 02 PG laboratories with a special paper of plant ecology and plant pathology. The botany department has a one tissue culture lab in establishing stage. This department has a small botanical garden with medicinal plants; the Department of Chemistry consists of 03 UG laboratories, 02 PG laboratories, and 01 FIST laboratories; the Department of Physics consists of 03 UG laboratories, 02 PG laboratories.

ICT Lab: The ICT laboratory is equipped with about 10 computers, LAN connection, and Interactive Board.

The college central library has nearly 80000 books in all The library is facilitated with an internet facility and is automated.

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

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

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 bring various shields and trophies. The players are provided with proper kits for practice and proper refreshment too. There is provision for TA/DA for participation in State and National events for students. To encourage and motivate them, there is the provision of mementos and certificates for winners and participants too. Facilities for

cultural activities- There is 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.

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

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

5

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

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

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

6,37,149

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)

- Name of ILMS software : Alice for windows
- Nature of automation (fully or partially) : Fully automation
- Version : 6.00
- Year of Automation : 2018

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

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

D. Any 1 of the above

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

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)

0.86041

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**

23

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**

Response:- The ICT Lab in room no.82 has about ten computers with internet facility besides relevant required furniture. The Smart classroom (Room No. 71) renovated under RUSA has LFD (Large format display) facility. Generally PG departments conduct seminars and extension lectures. It is also used for virtual meetings with Commissionerate College Education and District Administration along with Room no. 82.

Similarly the seminar hall (room no. 85) is used to conduct various seminars, lectures and also workshops.

LMS:-

The learning management system of the college includes LCD projectors in various departments, personal laptops, computers with LAN facility in each department and E-mitra Kiosk facility.

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 are about 7 to 8 CCTV Cameras installed 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	Nil

4.3.2 - Number of Computers

18

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

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
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)

2.19692/-

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.

There are established procedures for maintaining and utilizing physical, academic support facilities. Procedures for the procurement process involve requests with the justification of their needs from different departments for purchase of goods, articles, equipment, and books. The rules and guidelines provided by the Govt. of Rajasthan are followed for purchase and maintenance. Proper rules and regulations are set up for students and staff for using the library. Library cards are issued to all the regular students of the college as well as the teaching staff.

Sports facilities comprise of, basketball ground, volleyball ground for outdoor games. Indoor games facilities including table tennis table, chess, carom board are available.

Exercise equipments include a mini stepper, Treadmill, weighing machine, fitness machine, exercise cycle.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

430

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

00

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

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
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

44

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

44

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

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

C. Any 2 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

10

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

49

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

00

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

5.3 - Student Participation and Activities

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

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

00

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

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

Institution facilitates students' representation and engagements in the following levels Administrative Level Participation - Students are actively involved in the statutory committees like MVS, IQAC,

Women Cell, YDC, SVEEP, Grievance Redressal Committee etc. A Student Induction Programme (Earlier - Orientation) is conducted in the beginning of every session, where they are informed about the functioning of the college and their role. The college conveys the students that it's a golden opportunity to develop their overall personality. Democracy finds its roots in the educational institutes also. To acquaint students with democratic process a student's union is formed through student's election every year. Student's union is formulated and functions according to the guidelines of the Lyngdoh committee. The orders and notifications of the State Government are followed strictly for the election of students' council. The direct elections are conducted for the posts of President, Vice-President, General Secretary, Joint Secretary and Class Representative. Indirect elections are held for the posts of Treasurer, Cultural Secretary, Literary Secretary and Games Secretary. The constituted Students Union takes necessary participation in the administrative activities and in academic and developmental activities as well. The President of Students' Union, is an Ex-Officio member of 'Mahavidhyalya Vikas Samiti (MVS). The president proposes various works of students' welfare and protects the rights of students. The students' union also works as connecting network between the college administration and the students. It provides students' responses and feedbacks; represents the student's grievances and issues and ensures immediate solution to the problems. Truly, students' union helps students to engage in a concrete partnership with all the stakeholders in functioning of the college. Co-curricular and Extracurricular Activity Participation - The union takes important part in organising a cultural week, devoted to cultural and extra-curricular activities and competitions. It is an excellent platform for students to explore their hidden artistic talents and demonstrate their capabilities. The sports week is organized for the students in which games secretary enacts pivoting role to encourage the participation of students and teams in intra & inter-college tournaments. Truly, students' union helps students to engage in a concrete partnership with all the stakeholders in functioning of the college. Students' participation is visible in activities like NCC, NSS, YDC, Rangering, Community-Connect programme etc. The PG departments also organize departmental activities like seminars, quiz, departmental tours and excursions in which the students actively participate. It's an opportunity for them to give back something to their institute and society by developing their personality. In NSS activities like workshops, rallies, or other social events our students are actively involved in the effective planning and implementation of the events. NSS camp planning and execution can be quoted as the best example of students' involvement. Simultaneously, NCC & Rangering units are other models

of students' participation in our college where so much productive work is done in the their disciplined programmes.

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/igac%20committee.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

11

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

5.4 - Alumni Engagement

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

The Alumni association exists in the college since 2005, Registration no 204/3/3/05. The existing Principal of the college acts as the president and guardian of the alumni association. Currently, 95 members are registered and are contributing to the development and guidance of the institute. The association conducts regular medical checkup camps, Health welfare seminars every year and is actively engaged in social activities also. They are actively engaged and motivated increasing the membership and donation from various agencies. The institute has a quality alumni network which

one of the major sources of constrictive feedback of the functioning of college . members are the retired educationist , some working faculty and some are on the reputed post in different fields. the feedback from our alumni helps us in identifying the scope of the over all development of institute as well as students.

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)

E. <1Lakhs

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 committed to providing quality education to women. We aspire to cultivate critical and creative thinking in our students. empower women through academic and personal growth, and prepare them for the modern workplace and the global community. We provide a supportive learning environment for our students to achieve their full potential. Our vision is to develop a well confident and responsible personality. **Mission:**

-To value excellence and maintain high standards of quality and service. -To be accountable for our actions and exercise responsible stewardship. -To provide equal opportunities for fostering of potentials among students. -To empower students by assisting them in the development of effective communication, analytical skills, scientific temperament, and rational approach. -To promote high-quality research in the thrust areas of regional and social relevance. -To be inclusive and to be open-minded to understand and appreciate the different points of view in a diverse community. -To inculcate moral values and gender sensitization amongst youth to eradicate social evils and make them responsible and dutiful

students. -To make education accessible to the weaker sections of society and thus empower them. -To enhance environment-friendly practices and sustainable development values among our future generation. -To provide skill-oriented knowledge for the all-around development of students so as to make them 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.

Various committees are constituted including Teaching staff, Office staff and Lab assistant etc. These committees are constituted for the smooth functioning of various activities in college and allowed to function with full autonomy in their respective fields. The members of committees are working as per the module opted by them within the time frame given by the college. The teaching staff is assigned various responsibilities as In-charge and member of committees. Co-curricular activities are being planned and organized by the committees which includes extensive activities, community services and academic pursuits. Student leaders are appointed to regulate and monitor the participation of their groups. Students are encouraged to plan and execute activities which enlighten the students about their duties towards the society. The security guards, who secure college premises, gardeners for maintaining gardens, sweepers for campus cleaning and a computer operator for official work etc. are recruited on contractual bases via College Vikas Samiti. Link

A Case study showing decentralization and participative management in the institution.

Annual Research Seminar (ARS) at zonal level was organized on 11-6-2021 by research committee of JDB Govt. Girls College, Kota for research scholars and faculty members. The aim of the Annual research seminar is to interact with the research scholars and

explore the knowledge of various subjects. 15 students were registered in different subjects. They presented and updated their research work through power point presentation. The work presented by research scholars was evaluated by subject expert and suggestions were given to them. This ARS is held annually by research committee of college and this seminar helps the research scholars to improve their work and overall development.

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.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy development in higher educational institutions ensures quality and improvement of efficiency in functioning.

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

Institutional strategic planning is governed by UGC guidelines and policies as directed by the Department of College Education, Rajasthan, Jaipur. A number of committees are formed for addressing the development of infrastructure, enhancement of institutional quality, research activities, faculty development, cultural enrichment, etc. Board of Governors (BOG) and Project Monitoring Unit (PMU) are for execution of RUSA schemes. Boys' Fund Committee, college Development Council, Student's Union Advisory Committee, etc. are involved in planning and development execution. Budget planning is asked by the state government at the beginning of the financial year using IFMS modules.

Some of the strategic planning areas include:

- Maintenance of infrastructure
- Teaching and learning
- Research and innovation

- Student participation and representation
- Human resource management
- Community involvement

Strategic plan and its implementation:

Out of these areas, an activity successfully implemented is KARYA "Knowledge augmentation through Research in Young Aspirants"

A new program "Knowledge augmentation through Research in Young Aspirants" (KARYA) has been initiated by the Department of Science and Technology, Government of Rajasthan. The objectives of KARYA are to provide exposure to new areas like nanotechnology, biotechnology, computational science, mathematical modeling, cognitive science, etc. in basic sciences and to work on new problems with the help of the latest instruments,.

Under KARYA program, students from basic sciences (Physics, Chemistry, Mathematics, Zoology, and Botany) studying in State Government Universities, Government colleges are provided an opportunity to work on projects at prestigious institutes for 8 weeks during summer vacations. Staff members of institutions/Mentors involve helping students with their academic knowledge. The selected students are provided fellowship for meeting out expenses during the program. Fifteen students were selected in 2021 for projects under this scheme for different reputed institutions.

Student Development Programme (SDP) - 15 days program from 11 January'2021 onwards for student welfare. Basic knowledge of WORD, EXCEL, Powerpoint presentations was given by faculty members to the students. Different projects based on the above knowledge were given to the students.

Starting from 1st April 2021 workshop cum training program on 'Basic Instrumentation and Lab Techniques' was organized by Innovation Cell to provide basic information on laboratory instruments to the students.

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_pg_girls_college_kota/uploads/doc/Revised%20Annual%20Committee%20of%20JDB%20Girls%20College%20Kota.pdf
Upload any additional information	No File Uploaded

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 Department of College Education, Rajasthan is headed by the Commissioner, College Education, Government of Rajasthan, Jaipur. All government colleges are administered by the Commissionerate. The Principal is the head of the institution but works under the control and administration of the Commissioner of College Education. The organizational structure of the J.D.B. Govt. Girls College Kota is shown in the form of an organogram which is for effective decision making and execution of responsibilities.

Administrative setup and functions of various bodies:

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. Various committees are constituted including Teaching staff, Office staff, Lab assistants, etc. As the post of PTI is vacant since 2014, the sports committee including three staff members look after the sports activities throughout the year.

AAO deals with financial matters. The security guard, gardeners, sweepers, typists, etc. are recruited on a contractual basis via College Vikas Samiti. The teaching staff is assigned various responsibilities as In-charge and member of committees.

The administrative structure of Vikas Samiti comprises of Principal of the college, senior-most faculty member as secretary,

representative of the District Collector, representative of Commissionerate college education, two educationalist and two learned citizens, cashier nominated by Principal of and any two students nominated by Principal. The committee provides and maintains basic infrastructure and delivers feedback regarding teaching, learning, and other areas.

Service rules: As our institute is a Government body therefore it is mandatory to follow the rules, regulation policies framed by the State Government RSR . To achieve the ascertained goals, the college implements best at its level.

Recruitment: The staff is recruited by Rajasthan Public Service Commission/ Rajasthan Staff Selection Board. The class IV employees are recruited through Employment exchange. In addition, there is a provision of compensatory appointment in place of the demise of a close relative, based on the government policy.

Promotional Policies: The regular promotions are decided on the basis of recommendations made by the Departmental Promotion Committee based on specific guidelines framed for the purpose.

Grievance redressal: The college has an anti-ragging committee, an internal complaints committee, a grievance cell, anti-woman harassment committee to look at the complaints and solve the related issues. The employee ID of the Principle of the college is mapped by Rajasthan Sampark Department. Anywhere in India, if anyone has a grievance against the college, can file a complaint. This complaint is forwarded to the college through the central office. To look into court cases, the Legal cell committee is constituted. The students can directly approach the Principle for grievances and redressal and the matter is discussed with the related committee and action is taken accordingly.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_girls_college_kota/uploads/doc/GF_ARules_Rajasthan_part_2.pdf
Link to Organogram of the institution webpage	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_girls_college_kota/uploads/doc/Organogram.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	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

All welfare schemes of the State government have been implemented and try to facilitate the same through various effective welfare measures. GPS / NPS and SIR are compulsory deductions for future security. Annual Group Insurance is also deducted. As part of health expenses incurred by the employee, medical claims are reimbursed by the State Government. The pensioners are benefited from Rajasthan pensioner's medical fund besides being given gratuity and pension. University also deducts 6% of the amount in the form of a teacher's welfare fund from the remuneration of the teachers that they earn during the evaluation process. It is provided to the family of the

needy faculty member based on the policy of the fund. Provident fund is also deducted which is also associated with long-term future benefits of the employee. Some of the other benefits include:

Leave for teaching staff:

- PL: 15 privileged leave after completion of the calendar year
- HPL: 20 half pay leave after completion of the year can be commuted on medical grounds
- CL: 15 in one academic session
- Special CL: 15 in a session for seminars, conferences, and academic purposes.
- Study leave for maximum of two years for higher studies.

Leave for non-teaching staff

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

Leave for female staff

- Maternity leave (two times in a service period for 180 days)
- Child care leave(730 days in whole service period)

Leave for male staff:

Paternity leave (two times in the whole service period).

File Description	Documents
Paste link for additional information	Nil
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

3

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)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

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 behavior 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 Performa of self-appraisal is filled by teaching and non-teaching employee comprises of the following:

- Teaching and non-teaching staff: The Reportee officer fills performa to classify the work undertaken under "Key result area", "Targets" and "Actual achievements".
- If any special work is executed/carried out by the reportee, he /she also submits the details of it.
- The Reporting officer judges and rates the work carried out by the reportee under 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 given by reviewing authority, The Commissioner, and finally conveyed back to the reportee, the Accepting officer.

- Only for teaching staff: In addition to the above proforma, teachers have to fill one more proforma which comprises of individual details related to:

1. Academic qualification
2. Teaching experience of U.G. and P.G.
3. Teaching proforma of the session including information related to a class taken, target, course completion, subjects/ papers taught, aids and tools used, tutorials, seminar, fieldwork undertaken, sessional, etc.
4. The examination result of all the classes taken
5. Publication details
6. Research supervision
7. Participation in co-curricular and extra-curricular activities
8. Any other contribution
9. Points of satisfaction or dissatisfaction
10. Suggestion pertaining to the curriculum, teaching, examination and student service, etc.

File Description	Documents
Paste link for additional information	Nil
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 allocation and distribution of the funds were done very carefully. It is properly utilized for different purposes such as for construction work etc. The AAO of the college maintains the details with regards to accounts, audited by Chartered Accountants hired by the college, for the purpose. Every year an audit from the Directorate/ State checks and verify the accounts for irregularities, if any. Any shortcomings/ objections, raised by the Audit are settled as per rules and policies. The External Audit is carried out by the auditors from the Office of Accountant General,

Rajasthan, Jaipur. The Internal audit is done by the team from Commissionerate college education, Rajasthan, Jaipur. The accounts related to College Development Committee are audited by C A hired for the purpose by the College. In addition, Physical audit was conducted by the Auditing party.

File Description	Documents
Paste link for additional information	Nil
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)

00

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

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

The funds are utilized as per GF& AR of the state. The charge of DDO is given to the Principal or a senior member who looks after the financial matters including the salary of the college employees. There is an office of AAO supported by staff to maintain proper records with details of the financial support received and utilized under different heads 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, etc. This is distributed as per allocated heads. The proposal for requirements related to maintenance are also

submitted to CCE, College Development Committee, UGC, and sometimes also to the Alumni association for their engagement and contribution.

- State government scholarships: Payment of fellowships and scholarships of UGC, ICSSR, and CSIR is through PFMS. The payment of various scholarships is online.
- UGC and RUSA: UGC provides assistance under the plan. These funds were distributed by the planning board of the college for various purposes such as Competence building initiatives in college, Instrumentation maintenance facility, educational innovations, fieldwork/ study tools, extension activities, etc.

Funds were allocated to the college under RUSA for major heads viz. construction, renovation, library, and equipment. The fund was judiciously utilized. monitor the progress of the project initiated by RUSA.

- Vikas Samiti: Other than these, emergency needs and requirements are fulfilled by funds generated through Vikas Samiti of college.
- Research: Being a Government organization, the college has to depend on various funding agencies like UGC, DST, CSIR, ICSSR, etc. for financial support to pursue research.

File Description	Documents
Paste link for additional information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janki_devi_bajaj_government_pg_girls_college_kota/uploads/doc/Revised%20Annual%20Committee%20of%20JDB%20Girls%20College%20Kota.pdf
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell has been working to fulfill the goals of quality enhancement and sustenance. The IQAC periodically reviews and provides suggestions to upgrade the quality of the teaching-learning process by enhanced academic research, effective training, and innovative pedagogies. The following measures are taken to review the teaching-learning process operational strategies

and learning outcomes.

1. **Teaching-learning:** 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 with reference to teaching-learning:
 - Effective and optimum use of ICT tools for teaching despite the limited availability of resources
 - Multiple forms of feedback: Feedback generated through student council, from stakeholders and parents in the form of a memorandum, meetings, interactions, etc. Feedback is collected on academic grounds, physical facilities, curriculum, and the teaching-learning environment.
 - 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.
 - Introducing post-graduation in Zoology, Physics, and Mathematics

1. **Research:** In addition to teaching, great emphasis is led on the promotion of research-oriented activities. The college encourages research-related issues and topics of contemporary relevance as well as global significance among students. Augmenting infrastructural facilities has been a regular practice for sustaining and promoting the research atmosphere on the campus and every care is taken to maintain the same by the institute.

Research Cell for Annual Research Seminar: 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	Nil
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 enhancing its resources in terms of construction, equipment, classroom furniture, library, IT infrastructure and other campus facilities.

- The curriculum is constantly reviewed, revised and updated by the B.O.S. committee meetings held at University of Kota, Kota. Some of the faculty members of our college are also the part of B.O.S. Suggestions and feedback from the students, teachers and stakeholders are also incorporated.
- Computer science and Environmental studies are two important compulsory subjects for students of B.SC. part- 1 to enhance their knowledge for latest technology and to generate awareness for social and environmental issues.
- Performance of students is adjudged after every academic session. It is based on their results of the annual examination. There is a provision for improvisation in the next session if there is decline in pass percentage measures.
- Measures are taken to make classroom teaching more interactive. The main emphasis is given on interactive sessions, field studies, excursions and community activities. This is mandatory at PG level. Each department has a Smart science lab with computer and attached printer with internet facility. Chemistry department has a well-equipped FIST lab with computers and printers with internet facilities. Two well-furnished smart classes have been built in college with display board, laptop, Cisco spark board and split AC high speed internet facility, computers and printers.
- New Laboratories enriched with latest equipment and classrooms have been constructed and there have been addition in the furniture also. In the past few years the colleges expanded its information technology to enrich the tradition classroom teachings. Therefore, the college has established ICT laboratory with computers and Wi-Fi connection and relevant required furniture.
- Tutorials/ extra classes for slow learners. Extra classes are taken for slow learners to enhance their academic knowledge. Skill development programs are also organized for students to make them aware about self - employment.
- Innovative research projects are provided to the students of the college under DST KARYA Scheme. Students are encouraged to focus on research-oriented programs.

- Women cell of the college provides/ promotes women centered activities and make the students aware about women related social issues and problems. Various competitions are organized throughout the year to expose their hobbies and talent. Entrepreneurship Fair is organized time to time during the academic session to promote creativity of students and innovations in all activities.
- The college also offers activities and programs that complement learning experiences. Students of the first year can opt for any of the extra- curricular activities offered by the college. Co-curricular activities are undertaken with the aim to develop personality and self-confidence. Extra-curricular activities that fall outside the educational curriculum are a regular feature in the college and are conducted by Youth Development Centre, NSS, NCC and Ranging. Special self-defence trainings such as Taekwondo etc. are given to girls during the session.

Structure and methodologies of operation: Initiatives are taken by IQAC in the area of teaching learning which are as follows :

- The feedback procedure is followed in the college in the form of questionnaire for parents, teachers and students to render their advice on all aspects related to the development of college. The continuous evaluation is done by IQAC. Many initiatives are taken by IQAC of the college. Feedback regarding curriculum, obtained from students, teachers, parents etc. is analyzed by IQAC and discussed with Convener and members of BOS in the college. Feedback from student council is also taken during the Student's Orientation, YDC programs, NSS camps and seminars of the departments.
- Academic calendar is prepared by the department for monthly and quarterly test and seminars. This helps in the identification of learning abilities and to build the confidence of the students, and modification in the teaching strategies accordingly. Departmental seminars are organized for research aptitude and fields of specialization.
- In spite of limited resources optimal use of ICT facilities is made available and for this all the ICT enabled classroom are effectively used by the teachers. The institute has readily adapted the use of new technologies in teaching, the interactive e-boards, LCD, slide projectors, computers, smart classrooms and internet connectivity has facilitated the learning process.
- Student advisory bureau of the college provide extended

counselling, related to the selection of subject and their prospects, availability of subject related guidance, books and financial assistance. They also provided personal, psychosocial and academic guidance to the students.

- The facility of computerized central library with reference books, journals and magazines is provided to students. Donation based book bank is also available. The college library is completely automated.

File Description	Documents
Paste link for additional information	Nil
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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_p_g_girls_college_kota/uploads/doc/6.5.3%20ALL%20NSS%20NCC%20RED%20RIBBON.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

Since its inception, the College has been playing a vital role as a torchbearer in the field of women's education. Girls' education is a strategic development priority of the Government with its motto "Beti Bacho, Beti Padhao".

The institution takes care through following these measures:-

- CCTV Camera monitoring
- Discipline Committee to check the security
- Adequate number of security guards
- Stringent Anti-Ragging and Anti-Smoking rules

Awareness campaigns on women's safety and gender sensitivity are organized through debates, rallies by NSS, NCC, YDC, and Ranging. Student volunteers also participate in these activities. Human Rights Cell and Women Cell also organize the program to make aware of social issues.

Regular counseling of students is done through Women Cell, Grievances Redressal Cell, Human Rights Cell, Awareness Drives against female feticide, women rights, and sexual harassment.

A common room is there with adequate facilities such as a sanitary pad vending machine and incinerator.

File Description	Documents
Annual gender sensitization action plan	http://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_pg_girls_college_kota/uploads/doc/critaria%207.1.1.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	http://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_government_pg_girls_college_kota/uploads/doc/7.1.1.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	No File Uploaded

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

The college does not generate any hazardous waste in any manner. However, the college strives to generate minimal waste and tries to reduce the use of plastic wherever possible. college administration has declared the campus as "Plastic free zone." Cleanliness drives are run through NSS units of the college on regular basis. The college has solid waste disposal bins placed at various locations in the campus like class rooms, faculty rooms, administrative block, computer lab, library, corridors and common room etc. Solid waste from various laboratories e.g. broken glasswares and rubber tubes are disposed off in these bins which is then collected by Nagar Nigam. The institution has provision for compost pit. In order to dispose off fumes - labs are equipped with exhaust fans. Organic methods of gardening are adopted to minimize use of harmful chemicals and pesticide. Liquid waste is drained through the municipal sewage line. LPG gas burners are used instead of gas plant to reduce carbon emission.

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	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

B. Any 3 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

C. Any 2 of the above

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

<p>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</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

<p>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).</p>
<p>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. Some of these include-cultural week in</p>

which clothes donation, educating children in nearby community, mask distribution and different activities are performed. NSS camps are organized on gender sensitization, plantation, blood donation, AIDS awareness camps 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. Sports also help in inculcating values of communal harmony, discipline and team work. Students participate in intracollege, intercollege, university, division, state and national level events. Ranging organizes disaster management camp and Rashtriya Sadbhawana camp. Women cell organizes different activities to create awareness about legal issues of women safety. Eco club is functioning effectively - LED lights have been installed. 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 non-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 into the framework of our constitution. Students' union and their election give a glimpse into the process of democracy at an early age. Debats, Posters, Essay writing and drawing competition are some co-curricular activities to promote constitutional awareness. The preamble of the constitution is displayed on the main gate of our college so that students might read it. 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. This activities go a long way inculcating love for our Nation and respect for our leaders who dedicated their lives to make india achive 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 harmoniousand 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_girls_college_kota/uploads/doc/Red%20Ribbon%20club%20report.pdf
Any other relevant information	https://hte.rajasthan.gov.in/college/ggcskota/EBSB

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

A. All of the above

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

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

festivals

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), National Literacy Day (8th September), Hindi Diwas (14th September) UN Day (24th October), Constitution Day (26th November), Human Rights Day (10th December).

The birth and death anniversaries include those of Mahatama Gandhi, Swami Vivekanand, Pundit Deen Dayal Upadhyay, Pundit Jawahar Nehru, Dr. B.R. Ambedkar, Netaji Subash Chandra Bose, etc. Apart from these, some other important days of our cultural heritage like Guru Purnima, Nav Samvatsary, Makkar Sankranti, Teachers day, Science Day, Matribhasha diwas etc. are celebrated.

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

7.2 - Best Practices

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

1. Research Era

Objective / Goal

The aim of this activity is to develop and nurture research aptitude, scientific thinking, and writing skills amongst UG,PG students and research scholars.

Context

With the advent of research-based pedagogical techniques and as a part of essential curriculum aspects, students are actively involved in research activities. However, the majority of the work is driven solely to fulfill the requirements for the degree. Therefore inception of the research journal "Research Era" was done with an idea to provide a uniform platform for these students to document their research work. This helps to expand the horizons of students beyond the curriculum.

Practice

All of the departments are informed about the activity by the Principal and the research cell. Students are informed through their teachers about the publication of a Research Journal by the college. Research papers written by the students are published in this journal. The papers are invited in a proper template format from all departments. Respective teachers guide students in the preparation of manuscripts in a proper format. Manuscripts received are peer-reviewed and recommended for publication.

The journal is published in the academic year and released by the Principal in the presence of staff members. This is a house publication. Soft copy(hard copy) of the Journal is provided to respective teacher guides and students Fewcopies of the journal are available in the library.

Evidence of Success

The number of students participating in this activity is increasing. Students are eager to learn about patterns and rules for publication.

Problems encountered & resources required

Students are ready to work on the project but documentation of the project activity in the form of the research paper is not considered seriously. Need to improve the writing and presentation skills of the students.

Resources Required

- Workshop or seminar, as well as guidance lectures, need to be arranged for students on how to write a research paper.
- Requirement of funds for research activity for students.
- Subscription of reputed research Journals

2. Student Development Programme

Objective

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

Context

With the advent of advancement in technology and as a part of essential curriculum aspect, students have to learn computer as a compulsory subject in first-year graduate class course. The students from the science stream must know the basic knowledge of the subject and laboratory techniques. Therefore, the Innovation Cell of the college has 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.

Evidence of Success-The number of students is increasing attending the program and learning basic computer and software skills as well as basic instrumentation and laboratory techniques. They are eager to know the minute intricacies involved in the instruments and also have hands-on experience for the same. Thus the students gain sound practical knowledge and also benefited, for the course is related to

their curriculum and also upgrading skills for employment.

Resources Required- Smart Class Room, ICT-enabled room is required which is available on the campus. Few more computer systems will be required for the practicing purpose of the students.

File Description	Documents
Best practices in the Institutional website	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_girls_college_kota/uploads/doc/Research%20Era%20Final.pdf
Any other relevant information	https://hte.rajasthan.gov.in/dept/dce/university_of_kota/janaki_devi_bajaj_girls_college_kota/uploads/doc/Best%20Practice%20SDP.pdf

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness

Since its inception as an Intermediate School in 1949, the education of the girl child has been the key thrust of Janki Devi Bajaj Government Girls College. Although Kota is an urban town, the people are traditional and still not open to women's empowerment. Most of the girls are coming from rural areas, lack familial support to pursue higher education and careers. The vast majority of students are compelled to get married at an early age as there are not many job opportunities in the city and the men are basically into ancestral business. Besides, many girls come from affluent minority communities where education is not consolidated to be an asset. To overcome this mindset the Institution is committed to working in the field of higher education and research to empower the girl child. The institution not only provides quality classroom education but tries to holistically develop the students through several club and forum activities, which expose them to the needs of the society through NSS, NCC, women cell, and YDC. 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. The institution aims to contemporize the education system so as to meet the ever-evolving demands of the outside world. Each department helps students with a distinct vision to inculcate values among the students and turn them into socially upright, emotionally stable, and academically sound individuals. The evidence of the success of this mission of the institution is that the College has been instrumental in empowering many first-generation learners- for educating a girl is educating a family. The Institution has evidenced the success of its alumni in different walks of life. Many meritorious and brilliant students have shattered the glass ceiling and are highly placed in a variety of fields. The College can boast of stellar alumni who are administrative officers, entrepreneurs, social workers, counselors, lecturers, and doctors. You can name any field and you'll find a student of Janki Devi Bajaj spreading the values imbibed from her alma mater. The alumni are ever willing to give back generously to their mother institute and willingly educate and inspire the younger generation to pursue their dream and emulate the success of their lodestars.

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

7.3.2 - Plan of action for the next academic year

- To organize National Workshop on operation and maintenance of Opto-analytical laboratory equipment
- To organize Student Development Programme by Innovation Cell
- To apply for the third cycle of NAAC Accreditation
- To strengthen the Feedback mechanism
- To organize more Faculty Development Programs
- To publish more research papers in journals of UGC Care list and in the journals of National /International repute
- To organize talent hunt providing platform to students for their all-round development

NAAC