



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	LAL BHADUR SHASTRI GOVERNMENT COLLEGE, KOTPUTLI
Name of the head of the Institution	Prof. Hemraj Meena
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01421248008
Mobile no.	9414370895
Registered Email	govtcollegekotputli@gmail.com
Alternate Email	iqac.govtcollegekotputli@gmail.com
Address	N.H. 08 Kotputli
City/Town	Kotputli
State/UT	Rajasthan
Pincode	303108

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Seema Pant			
Phone no/Alternate Phone no.		01421248008			
Mobile no.		9414383557			
Registered Email		drseemapant@yahoo.com			
Alternate Email		iqac.govtcollegekotputli@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://hte.rajasthan.gov.in/dept/dce/university_of_rajasthan/l.b.s.government_pg_college_kotputli/uploads/doc/AQAR%20Report%202018-19.pdf">https://hte.rajasthan.gov.in/dept/dce/university_of_rajasthan/l.b.s.government_pg_college_kotputli/uploads/doc/AQAR%20Report%202018-19.pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://hte.rajasthan.gov.in/dept/dce/university_of_rajasthan/l.b.s.government_pg_college_kotputli/uploads/doc/AC%20019-20.pdf">https://hte.rajasthan.gov.in/dept/dce/university_of_rajasthan/l.b.s.government_pg_college_kotputli/uploads/doc/AC%20019-20.pdf</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	73.75	2005	21-Sep-2005	20-Sep-2010
2	B	2.60	2016	19-Feb-2016	18-Feb-2016
<b>6. Date of Establishment of IQAC</b>			11-Nov-2014		
<b>7. Internal Quality Assurance System</b>					

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Conducting Free state level General Knowledge competition exam.	13-Jul-2019 1	1000
Tree plantation by faculty members and NSS volunteers	18-Jul-2019 1	100
Van Mahotsav	19-Jul-2019 1	100
Harit Rajasthan week organization by NSS	31-Jul-2019 7	1500
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 00	0
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

Tree plantation has become a continuous process. Motivating the HODs of various P.G. Departments (SFS) to make efforts and get the Courses approved under regular schemes of Government

[View File](#)

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

Plan of Action	Achivements/Outcomes
Strengthening of IT facilities	Augmentation done
List of UGC CARE journals	Circulated among faculty members
Planning of curricular and Co-curricular activities	Circulated among faculty members
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

No

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

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

30-Sep-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The institute has following modules in undergraduate classes- Arts6, Science2 and Commerce 1. The institute has post graduation in 8 subjects - Economics, History, Political Science, EAFM, ABST, Business Administration, Chemistry and Geography. Besides these, the institute is running post graduation in SFS mode in Botany. The institute has university approved research guides in Political Science, History, Economics, Chemistry, Botany, EAFM and ABST.

**Part B**

**CRITERION I – CURRICULAR ASPECTS**

**1.1 – Curriculum Planning and Implementation**

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

Planning and upgradation of syllabus takes place on university level. Directorate of college education sends academic calendar at the commencement of academic year. Monthly teaching plans has been incorporated in this calendar. College has effective mechanism for the delivery of curriculum. taking into consideration the syllabi prescribed by university and academic calendar of DCE, teachers make their personal teaching plans. Throughout the session all faculties try their best to follow the teaching plans and to finish the course on/or before the decided time. After the completion of course special classes for revision and slow learners run in the college. It is mandatory for us to follow the syllabus prescribed by university. But some senior faculties are the members of board of studies, thus are able to recommend upgradation of syllabi and pattern of question papers as well as the pattern of evaluation. There are some faculties in the college which are the senate members of university and hence associated with decision making process of university. Syllabus is divided into number of hours in which faculties are supposed to be engaged. Monthly tests are conducted as instructed by the directorate of college education. All faculties are strictly bound to complete the monthly syllabus. Results of these tests are reviewed, shared with students and their parents students showing poor performance in academics are especially focused. Teachers run extra classes for them, discuss their doubts beyond and outside the classes. They show their best efforts for the growth of academic quality of every student. In addition of traditional chalk black board teaching, they use modern techniques like audio - visual, PPT, e-contents etc. students are also motivated for the use of new learning methodologies. In classes, oral tests, quizzes are periodically conducted to improve their confidence. Examination pattern of university is followed. University prepares question papers. All faculty members are involved in setting question papers as well as the evaluation of answer booklets. In addition of preparing students to take these university examinations ,faculties orient students for competitive exams also. With the help of last years questions asked in competitive exams, teachers prepare their lectures, tutorials, assignments, etc. group discussion among the students on current events, academic topics, curriculum are often organized to make them visionary. Paper- presentation, seminar, surveys, field trips, educational visits are necessarily incorporated in the academic programs. Examination results of all classes, respective faculties are analyzed after the results declaration. These results are forwarded to DCE. Head of the institute personally pays attention on the results and takes necessary steps to improve the quality of students as well as the creditability of faculties. Directorate of College Education framed month wise partition of syllabus for all U.G. and P.G. courses to be taught by teacher in stipulated time. State level General knowledge test was conducted for students to perform better in competitive exams.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Geography	119
MSc	Educational Tour of Chem. Dept	14
<a href="#">View File</a>		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	Yes
Employers	Yes
Alumni	No
Parents	No

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

Feedback Obtained
<p>The college emphasizes for valuable suggestions of its stakeholders for the purpose of quality enhancement. College maintains an IQAC, which collects feedback from teachers. Feedback from teachers play significant role in the quality assessment. Feedback is collected the end of academic year but college including IQAC members remains in direct conversation with all associates throughout the year. Parents of students also actively participate in parent-teacher meetings, and also put their valuable advices, comments, compliments and suggestion given by parents are considered for the future development of college. Faculty members being the pillars of institute are very important. College administration is always ready to consider their recommendation and suggestions. Feedback from alumni is solicited during alumni meetings and other activities. He handles individual dissatisfactions, if any, and forwards them to the departments. Proposals for future development are also prepared on the basis of these responses. Thus the college remains ready for the maintenance and enhancement of its quality.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	NA	3900	4538	3175
BCom	NA	780	643	561
BSc	NA	1246	2633	1259

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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	4995	835	14	11	53

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
80	80	38	2	2	2

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

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

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

In session 2019-20 Mentors have been appointed for each class and each section Mentor created whatsapp groups for students and teachers who teach that class and section. Mentors keep watching the activities regarding students queries and instruct them accordingly. They solve their problems. During lockdown period teachers sent pdf notes and videos for their online studies.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
5830	80	1 : 73

### 2.4 – Teacher Profile and Quality

#### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
89	81	8	7	43

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	Pol.Sc.	Year	23/10/2020	02/12/2020
MA	Economics	Year	06/10/2020	19/11/2020
BSc	B.Sc. III	Year	06/10/2020	11/11/2020
BCom	B.Com III	Year	08/10/2020	02/11/2020
BA	B.A. III	Year	22/10/2020	23/11/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Compliance of directions given by University of Rajasthan and Directorate of College Education, Jaipur Taking monthly tests Organizing annual examination according rules of University of Rajasthan Subject teacher takes oral or written examination according to completion of topic. Organizing co-curricular activities like - essay writing, Quiz, Poster making, Singing dancing, debate Poems etc.

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

Compliance of annual calendar and all orders issued by Directorate of College Education Jaipur. details can be seen on website hte.rajasthan.gov.in. Organizing annual examination according to time table of University of Rajasthan. see website uniraj.ac.in

## 2.6 – Student Performance and Learning Outcomes

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

[https://hte.rajasthan.gov.in/dept/dce/university\\_of\\_rajasthan/l.b.s.government\\_pg\\_college\\_kotputli/uploads/doc/PO%20&%20CO.pdf](https://hte.rajasthan.gov.in/dept/dce/university_of_rajasthan/l.b.s.government_pg_college_kotputli/uploads/doc/PO%20&%20CO.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BA	NA	790	681	86.20
NA	BCom	NA	172	170	98.80
NA	BSc	NA	299	288	96.30
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## 2.7 – Student Satisfaction Survey

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

Nil

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	Nil	0	0
Minor Projects	0	Nil	0	0
Interdisciplinary Projects	0	Nil	0	0
Projects sponsored by the University	0	Nil	0	0
Students Research Projects (Other than compulsory by the University)	0	Nil	0	0
International Projects	0	Nil	0	0
Any Other (Specify)	0	Nil	0	0
Total	0	Nil	0	0

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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Annual Auditing Program	IQAC and IPR Cell	20/09/2019
Data Science its impact on Society	IQAC and IPR Cell	11/01/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil

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

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

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
Nil	Nil	Nil

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

Name of the Department	Number of PhD's Awarded
Political Science	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	EAFM	2	7.13
International	Geography	1	0
International	EAFM	1	0
International	Chemistry	1	5.78
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#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Geography	1
Hindi	1
Chemistry	1
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#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
(i) Facile syntheses and studies of 8-substituted -4-(-4-tert-butyl phenyl / 4-acetamidophenyl)-2,3-dihydro-1,5-benzothiazapine-2-carbox	Dr. Seema Pant Rajkumari Jadon	Asian journal of Organic and Medicinal Chemistry	2020	0	L.B.S. Govt. College Kotputli	Nil

lylic acids					
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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
(i) Facile syntheses and studies of 8-substituted -4-(-4-tert-butyl phenyl / 4- acetamidophenyl)-2,3-dihydro-1,5-benzothiazapine-2-carboxylic acids	Dr. Seema Pant Rajkumari Jadon	Asian journal of Organic and Medicinal Chemistry	2020	9	Nil	L.B.S. Govt. College, Kotputli
<a href="#">View File</a>						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	36	123	6	2
Presented papers	36	116	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Road Safety Orientation	Muskan NGO and SBI	28	250
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#### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nil

No file uploaded.

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	00
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

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

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
15	15

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing

Seminar halls with ICT facilities	Existing
Video Centre	Existing
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#### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
IBIZZ Techonology	Partially	2015	2016

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	33781	Nil	92	23370	33873	23370
Reference Books	27508	Nil	Nil	Nil	27508	Nil
e-Books	164300	Nil	Nil	Nil	164300	Nil
Journals	Nil	Nil	22	15100	22	15100
e-Journals	10000	Nil	Nil	Nil	10000	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Library Automation	Nil	Nil	Nil	Nil	Nil	Nil
Weeding (hard & soft)	Nil	Nil	Nil	Nil	Nil	Nil
Others(s pecify)	Nil	Nil	Nil	Nil	Nil	Nil

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
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Existing	31	1	1	0	1	1	1	10	0
Added	0	0	0	0	0	0	0	0	0
Total	31	1	1	0	1	1	1	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	<a href="#">Nil</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	0	0	0

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

Procedures and policies for maintaining and utilizing physical, academic and support facilities The institution complies with The Rajasthan Transparency in Public Procurement Act, 2012 and Rules, 2013. The procurement of Goods, Works or Services is done in accordance with the provisions of this Act and the Rules and guidelines made under it. Provisions of GFAR and PWFAR, etc. are applicable to the extent they are consistent with the provisions of this Act. The policy is to apply to central agencies for sanction of major grants. The college had applied for major grants to UGC and RUSA (MHRD). For purchase under such major grants all the heads of the departments are involved. The State Government provides annual funds to the college for contingency expenditures. A meeting of all the Heads of the departments is called for distribution of government grants for laboratory and library, department wise. The purchases are done by the purchase committee. The maintenance of the college building- paint and repair is done by the PWD department of the Government as per requirement. The expenditure plan has been approved by the related college committee and then further approval has been taken from the State Project Director, RUSA, Government of Rajasthan. Maintenance of college campus, sports facilities has been planned with RUSA budget. The college has a general store and a purchase committee which all purchases are made. The maintenance of equipments such as diesel generator, inverters, etc. are done through general store in the college. The store in-charge takes care of the repair of electrical fittings, plumbing, etc. Requisition related to any kind of maintenance services or purchase of items is made in writing by the respective heads of the department and put up before the Principal of the college. The principal marks it to the of the purchase committee which finally does the procurement. The general store maintains the stock registers. The purchases made in the college (except those made for different laboratories) are entered into these stock registers. Maintenance of computers, printers, broadband services is done through government budget. The departments with laboratories maintain their separate stock registers. The college has two corpus funds- College Development Council and Student fund which may be utilized on the maintenance of facilities as per

Government norms. There is adherence to the policy of transparency in every kind of maintenance and services procured. The college undertakes internal audit every year. Audit of all the departments including library is done by the College faculty themselves. The stock registers are verified and report submitted to the Principal of the college. Non-usable items are verified by a committee and auctioned or destroyed in front of the committee as per Government rules.

[https://hte.rajasthan.gov.in/dept/dce/university\\_of\\_rajasthan/l.b.s.government\\_pg\\_college\\_kotputli/uploads/doc/P%202018-19.pdf](https://hte.rajasthan.gov.in/dept/dce/university_of_rajasthan/l.b.s.government_pg_college_kotputli/uploads/doc/P%202018-19.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	SC, St, CM, Devnarayn, Kali Bai, JRF, SRF	2035	10190000
Financial Support from Other Sources			
a) National	Central Sector Scheme, Post Matric for Minorities and Disabled	5	1442213
b) International	Nil	Nil	0

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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Pratiyogita dksta Programme	15/07/2019	105	Directorate of College education
Skill development Programme	04/11/2019	35	MMKVY
Awareness and guidance	06/01/2020	125	ICIC Academy for skills, Jaipur

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Pratiyogita dksta Programme	105	400	12	12
2020	Nil	Nil	Nil	Nil	Nil

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

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	00	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	20	B.A.	Political Science	L. B. S Govt PG College Kotputli	M.A.
2019	25	B.A.	Geography	L B.S Govt College, Kotputli	M.A.
2019	25	B.A.	History	L B.S Govt College, Kotputli	M.A.
2019	20	B.A.	Economics	L B.S Govt College, Kotputli	M.A.
2019	15	B.A.	HINDI	L B.S Govt College, Kotputli	M.A.
2019	15	B.Sc.	Chemistry	L.B.S. Govt. P.G. College kotputli and Hans P.G. College Kotputli	M.Sc.
2019	15	B.Sc.	Botany	L.B.S. Govt. P.G. College kotputli and Hans P.G. College Kotputli	M.Sc.



2019	15	B.Sc.	Zoology	L.B.S. Govt. P.G. College kotputli and Hans P.G. College Kotputli	M.Sc.
2019	10	B.Sc.	Physics	L.B.S. Govt. P.G. College kotputli and Hans P.G. College Kotputli	M.Sc.
2019	15	B.Sc.	Maths	L.B.S. govt. P.G. College Kotputli	M.Sc.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
SET	Nil
SLET	Nil
GATE	1
GMAT	Nil
CAT	Nil
GRE	Nil
TOFEL	Nil
Civil Services	Nil
Any Other	1
<a href="#">View File</a>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Duet Dance	Inter Class	14
Duet Song	Inter Class	12
Fancy dress	Inter Class	10
Solo dance	Inter Class	10
Solo song	Inter Class	10
Group song	Inter Class	20
Group dance	Inter Class	15
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	National	Nil	Nil	00	Nil
2019	Nil	International	Nil	Nil	00	Nil
2020	Nil	National	Nil	Nil	00	Nil
2020	Nil	International	Nil	Nil	00	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Election for student union were held on 23rd August 2019 for positions of President, Vice President, General Secretary and Secretary, in strict accordance of advisory of Lingdoh committee and government instructions. Student choose their leaders in a democratic way. Election for Class Representative were also held simultaneously. Each class and each section elected their representatives also. In inaugural function of student council Former Health Minister Shri Rajendra Rathore and Agricultural minister Shri Prabhulal Saini inaugurated student office and showed the way of serving society in their speeches. General Secretary and Secretary of council maintains the accounts of boys funds. All members of the council help other students in solving their problems related to college. Besides ,they also guide new students /older students to take care while filling online forms for university exams or various scholarships. Not only in college campus , but at the Kiosk of e-mitra also they maintain the discipline in crowding students and instruct the shopkeeper to take care in filling form. After this initial stage ,student union organizes various cultural events with support and guidance of college staff and administration. Academic related problems of students is also conveyed to administration through student council. Student council volunteer to help in maintaining the college campus green ,encourage other students also to grow plants and take care of planted trees. They help in various chores during NSS seven day camp ,one day camp and in other college activities.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

110

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Association meeting was held in this session in the month of August 2020. Many Alumni attended the meeting, some of them are Dr. Vasudev Gupta, Shri M. C Vaishya, Dr. P. C Jat, Shri Ashok Singh, Shri Deshraj Yadav, Dr.H.L Mourya, Shri Shekhawat (retired Bank Officer) etc. This time a proper

President, Vice -President, Secretary and Treasure were nominated unanimously. Dr. Vasudev Gupta is elected President, and Shri Shekhawat as treasure of the Alumni Association of L. B. S Govt. College, Kotputli, Many parents and students attended the meeting and many problems of students /grievances of parents were taken into account. On the other hand students and parents and alumni members were feeling satisfied with the progress of the college. President of the Association Dr. Vasudev Gupta delivered a lecture for students on how to face interview for jobs. He conducted a interactive session with students to build up their confidence and how to present themselves in front of interview board. He explained about the body language and positivity to face interview. Shri M. C. Vaishya suggested many ways to improve greenery in the college. He advised to distribute responsibilities from planting to raising grown-up plants. Our college has started to follow his suggestions. Alumni Association has now started working in a planned way. They are now trying to raise funds from various resources. Many more skillful lectures have been planned to deliver for the benefit of students. How to write resume is the next topic to be delivered by some experts.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

1- Participation at various levels is an integral part of democracy. The institution follows the principle of decentralized working, which shows efficient and effective results. The faculty members of different departments give their suggestions and recommendations in the matter concerned through the H.O.D. of their respective departments. The H.O.D. of all the departments synchronize all the suggestions. 2- I.Q.A.C. took active initiative to include student's members in inhouse committee. There are many inhouse committees in the college viz information and career counseling cell, Academic Committee, Sport and Games Committee, Hostel advisory committee, scout and guide advisory committee, N.S.S. advisory committee, Internal complaints committee etc. The student's members are invited accordingly to the committee meeting and hence become stakeholders to the various decisions taken. 3- I.Q.A.C. has taken active initiative to all set up a guardian's forum in the college. A guardian's feedback is collected by I.Q.A.C. in a standard format. "A Parent- Teacher Dialogue" on 12-10-2019 and Shikshak Abhi bhavak Sanwad Sangam on 15-02-2020 are the examples of parents participation in the college. Vision - To mould young students for taking challenges in all walks of life and to nurture them for serving society, especially the poor and oppressed of our Nation. Mission - Academic Excellence - Character Building - To Meet Global Challenges - Inculcating Human Values

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

Partial

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	? The college is affiliated to the university of Rajasthan therefore the teaching syllabus is decided by the University itself and implemented by the affiliated college. The completion of the syllabus is ensured in the

scheduled time frame. ? From the year 2019-20 topics of syllabus of each subject is sent by the University every month. The term test for each subjects are conducted online every month. The syllabus, examination schedule, and all information relating to examination is available on uniraj.ac.in, which is the site of the University of Rajasthan. ? All directives issued by the Directorate of College Education are followed by the college. All information related to the various activities of the college are uploaded on the Directorate's site.

Teaching and Learning

? The main objective of the college is to prepare competent and effective students through effective teaching which would be both vocational, and help the students to become better human beings. To achieve this objective, tools such as field surveys, Tour Reports, Maps, Charts, Globes, Models are used. ? Smart class rooms, E-learning, Laptops, Computers, etc. are effective means for dissemination of effective learning. ? At present the college employs 75 teachers, of whom 62 are on regular posts. Of these, 38 faculty members are Ph.D. degree holders, and one of faculty member has a PDF. In view of ongoing pandemic, faculty members have laid special emphasis on e-learning, such as uploading of lectures on you tube making of videos, Pdf and preparing assessments. During this period the college has been able to achieve 97.5 percentage of the targeted teaching course and this has been given due appreciation by the Directorate of College Education. ? A National seminar on 13-14-12-2019 on the topic "Environment: Problems, Solutions, and Possibilities" is a link in this chain.

Examination and Evaluation

? As with every other organization, the college has also been severely impacted by the pandemic. Exams for the academic year 2019-20 were commenced but because of the announcement of a total lockdown by the state Government w.e.f. 20th March 2020, and by the P.M. on 22nd March, 2020, the student's exams had to be postponed. Consequently students for the first and second years of the Graduation course, and first year of the Post-Graduation

course were deemed to be automatically promoted whereas exams for the final year students of the Graduation and Post-Graduation course are tentatively scheduled to begin on 18-09-2020. ? The time table for the holding of the Practical Exams was announced by the University of Rajasthan in Febuary-March but in view of the pandemic the Practical and Theory exams were not completed. The students for the Graduate and Post Graduate courses were deemed to be promoted and the time table for the exams for the final year students for both courses has now been released in September.

**Research and Development**

? Research work is the heart and soul of any institution of higher learning. In the college, Research projects in the departments of Geography, Chemistry, Political science, Commerce, and Botany have been awarded. Research projects of 8 faculty members in various subjects are being carried on in the college. 12 faculty members of the college are members of one our the other educational council. ? On 13-14-12-2019 A National seminar on "Environment: Problems, Solution and possibilities" was organised, which was very successful and emphasis was laid on our efforts to protect the environment. ? On 31stJan.-1 Feb. 2020, an FDP programme on "ShishakDakshtaSamvardhan Orientation" was organised for Jaipur division in which all aspects related to higher education were deliberated upon. About 13 faculty members have had their research work published. In view of the pandemic, National or International webinars are now being organised in place of seminars and conferences. A Natioanl webinar on "ICT tools for teaching in higher educational Institutions " was organised in the college on 29-08-2020 in which discussions were held on new teaching tools during the ongoingpandemic.

**Library, ICT and Physical Infrastructure / Instrumentation**

? A well-stocked library is a must for any educational institution. At present the library in the college contains 61,734 books. The library has also been linked to the facilities of wi-fi ,Elib.,Inflibnet. E-employment News has been started in the college w-e-f- 19-09-2019 ? The college

subscribes to Research Journals in 9 subjects, 22 monthly magazines, and 17 newspapers. A Community Book Bank Programme has been started in the college w.e.f 07-09-2019 for the benefit of students from weak financial backgrounds. ? The college has two smart class rooms, one seminar hall, 25 computers, C.C. TVcameras, Mike, Projectors and audio-video system. ? The college has 36 classrooms, 14 labs, 2 solar plants. a generator, 1900 sets of tables and chairs, 14 departments, one staff room, 22 men's toilets, 21 ladies's toilets, a Ramp, reading room and a water harvesting system as part of the infrastructure.

Human Resource Management

? An efficient and competent human resource is necessary for any organization. The college is committed to the development and nurturing of an able human resource. Toward this end, team from AAP (Annual Assessment Programme) visited the college on 19-20-03-2020 for assessment of all aspects of the college, whether of the human resource or education, or infrastructure. ? On 13-14-12-2019 a National Seminar on "Environment: Problems, Solutions, and Possibilities" was organised, and many research papers on this topic were presented. ? On 31 January- 1 Feb. 2020, "ShikshakDakshtaSamvardhanOrentationProgramme" was organised, in which teachers were asked to give suggestionson, on efforts made by them, towards their skill development. In view of the ongoingPandemic, on 24-27-07-2020 12 faculty members were encouraged to participate in an online faculty development programme, so that they may become conversant with the latest tools and trends in education. A webinar on "ICT tools for teaching in higher educational institutions" was held on 29-08-2020

Industry Interaction / Collaboration

? A career counseling and placement cell has been formed in the college to encourage the students to be career conscious . ? On 6th January 2020 a Special AssistanceCamp was organized by ICICI for the awareness and guidance of students in vocational training, in which about 122 students were benefited. The training personel from the Bank elicited required information

	<p>from the students, as also their expectations of remuneration. ? At present the career counseling and placement cell is functional, but is adversely impacted because of the ongoing pandemic.</p>
Admission of Students	<p>? The process of admission is started by the college in the month of June. The admission forms are received online, and students deposit the fee through e-mitra. After receiving of the application forms of the various faculties, the Directorate of College Education releases an online admission list as per scheduled time frame, and all students are informed over mobile. ? Simultaneously a waiting list is also released which is made available to the college administration online, and the students are also informed about the same over mobile. For the session 2019-20, the details of the students admitted to the college in various faculties are as under - Total students -5844 Boys: 3372 Girls: 2472 SC :1128 ST: 618 OBC: 2324 EWS : 23 GEN: 989 Requisite documents related to the main admission list, and the waiting list released by the Directorate are verified by the college, and the admission process is thus completed.</p>

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

E-governance area	Details
Planning and Development	<p>? To use ICT in the process of Planning college events and activities our college uses E-mails .Important notices and reports are also circulated via E-mail ? Commissioner sends all information online and all development schemes are submitted online to respective agencies. ? College has proposed complete office automation. Office automation includes the database of students' faculty and staff . ? The process of Library automation has been started. ? Timetable and academic calendar are uploaded on website</p>
Administration	<p>? College is administered by Govt of Rajasthan and all information is exchanged online. ? All employees have their SSO ID to update and contact government information portal through their personal log in ID. ? Notices and circulars are uploaded on the college website. ? Each and every IQAC notice is circulated through e-mail</p>



Finance and Accounts	<p>? College is administered by Govt of Rajasthan and all information is exchanged online. ? Salary of faculty members and staff is disbursed through pay manager. ? All external transactions are done by PFMS. ? All procurements are done through E-tendering, Gem portal. ? Receipt of admission fees is completely online. ? Maximum payments for the work and supply orders is done through Cheques or NEFT</p>
Student Admission and Support	<p>? Student admission process is centralized and online, ? Wide range of information to students is circulated through Email. ? Admissions are conducted on line in very transparent manner, reservation policy of state is strictly adhered to and due weightage is given for merit and other achievements as per state policy. ? Students were registered on SHREYAS by NAPS Portal to increase employability of students. ? Mobile Apps like DISHARI, Swayam Portal, e-pgpathshala, and training program for study material on websites were organized for students. ? Names of contact persons of Anti Ragging Committee, Anti Ragging Squad and Internal Complaints Committee have been uploaded to the college website and students can communicate with the members</p>
Examination	<p>? Filling of examination forms for conducting exams is done online, ? Admit cards for exams are generated online . ? Evaluation of answer scripts is conducted offline by the affiliating university. ? Faculty members of this college follow complete guidelines issued by affiliating university in setting of question papers and evaluation of answer sheets. ? Examiner panel for practical subjects is generated online. ? Results are declared Online.</p>

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nil	Nil	Nil	Nill



2020	Nil	Nil	Nil	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	Nil	Nil	Nil	Nil	Nil
2020	Faculty Development Program	Nil	31/01/2020	01/02/2020	40	Nil
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Program, Alwar	2	22/11/2019	23/11/2019	2
Faculty Development Program, Kotputli	2	31/01/2020	01/02/2020	2
National Mission on Teacher and Teaching	3	18/05/2020	03/06/2020	17
Faculty Development Program,	1	16/04/2020	22/04/2020	7
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
? Old pension scheme, ? New pension Scheme, ? Gratuity, ? PL Encashment, ? Medical reimbursement, ? SI, ?	? Old pension scheme, ? New pension Scheme, ? Gratuity, ? PL Encashment, ? Medical reimbursement, ? SI, ?	? Canteen ? Career counselling cell ? Hostel ? Youth development Center ? Women cell for girl students ? Student

Maternity and CCL for women employees. ? DA as GOI, ? HRA, ? PL Encashment, ? GPF ? Concession in tuition fees to the wards of teaching staff ? Yoga centre Recreational /sports room/gymnasium

Maternity and CCL for women employees. ? DA as GOI, ? HRA, ? PL Encashment, ? GPF ? Medical facilities ? Concession in tuition fees ? Yoga centre Recreational /sports room/gymnasium

accident Insurance ? Scholarships by state govt and other NGOs

#### 6.4 – Financial Management and Resource Mobilization

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

? Every year an Internal Audit Committee is formed by the college, and it examines the financial statements for each year with the assistance of a CA. In this, the financial statements and documents relating to each financial year are minutely scrutinized, and the income expenditure statements for each year are maintained. The C.A. audit report of the college for the year 2019-20 was handed over to the college on 31-10-2019. The external audit committee members maintain a record of the entire financials of the college for each year with the assistance of the C.A. External Financial Audits - The work of audit in the college is subdivided as under- Audits (A) Conducted by the college (B) Conducted by the University/Directorate ? (A) is conducted by the internal audit committee every year with the help of a C.A. (B) is conducted by the educational external audit committee as and when directed by the Directorate. The complete report of the external financial audit of the college for the year 2019-20 was handed over on 31-10-2019. This is available in the college in the internal inspection report No. 48/2016-17

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Vikas Samiti	1927534	General Development activities of the college
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

3427534.00

#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University and Commissioner College Education, and AG Audit	Yes	HOD of concerned Dept and IQAC
Administrative	Yes	University and Commissioner College Education, and	Yes	HOD of concerned Dept and IQAC

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

? A college community connect progress (CCCP) was started in the college for the qualitative improvement of the students. Under this a teacher parent dialogue was initiated in the college on 12-10-2019 ? Every month the parents would be apprised of the program of their children. ? Active participation of the parents in the development of their children. ? On 15-02-2020 a seminar was organised on the topic " Teacher Parent Samwad Sangam". ? On 15-02-2020 lectures were given on the topic "Education in a Stress- Free Environment".

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

? In view of the ongoing pandemic, the supporting staff were made aware of " Measures of Safety in this Pandemic" ? The staff was made aware of hazards of smoking, in this difficult period of the pandemic. ? A yoga camp was organized to encourage the teaching and support staff to learn Yoga.

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

? The college has been selected as the Nodal College of the region. ? An FDP programme was organised in the college so as to improve the quality of higher education. ? In view of the pandemic a National Webinar was organised in which emphasis was laid on the use ICT tools in view of the pandemic. ? All faculty members of the college were linked to Infilibnet. ? All faculty members were encouraged to make videos, PDF, and to share information on the whatsapp group.

## 6.5.5 – Internal Quality Assurance System Details

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

## 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Seminar on Satat Moolayankan karwane evam shaikshaik tatha sansthaगत gunvatatta sudhar	20/09/2019	20/09/2019	20/09/2019	45
2019	Shishak Abhibhawak Samwad	12/10/2020	12/10/2019	12/10/2019	25
2020	"Data Science and its impact on Society"	11/01/2020	11/01/2020	11/01/2020	22
2020	Shishak Abhibhawak Sangam	15/02/2020	15/02/2020	15/02/2020	52

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
? Lecture on "Stree rog" kaaran and nidan	19/12/2019	19/12/2019	48	22
? Lecture on Dental Health by Dr.Seena Meena	23/12/2019	23/12/2019	43	38
? Women laws and Rights by Ms. Maitrayi Chawla	24/12/2019	24/12/2019	53	32
? Road safety week	11/01/2020	16/01/2020	50	150
? Workshop on "Unupyogita se upyogitaki or" for girls.	27/01/2020	27/01/2020	50	28

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

Percentage of power requirement of the University met by the renewable energy sources
Students are made aware of environment related issues by means of seminars, lectures and extensive tree plantation in the campus under the aegis of different committees. Camps are also organized to make the people living in nearby areas aware of these issues. Solar panel have also been deployed to generate and supplement the energy requirements of the college.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	7
Provision for lift	No	Nil
Ramp/Rails	Yes	7
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	Yes	3
Special skill development for differently abled students	No	Nil

Any other similar facility	No	Nil
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#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	31/07/2019	7	Harit Rajasthan week	Deforestation	1500
2020	Nil	Nil	Nil	00	00	00	Nil

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students issued by the university and department of college education Rajasthan	05/07/2019	Students are required to follow the code of conduct of the college and university. In the application form and the prospectus the students are guided to adhere to the code of conduct to be followed.
Code of conduct for teachers	05/07/2019	The Teachers are required to follow a code of conduct. Faculty is made to prepare the teaching plan and is required to follow the strict guidelines issued by department of college education pertaining to their working hours.
Prospectus	01/06/2019	The university prospectus meant for potential (prospective) students contains information about the institution and the available courses, including advice on how to apply and the benefits of accepting a place. The prospectus contains information on the individual courses, the staff (professors), notable alumni, the campus, MOUs, special

facilities Banks, National Knowledge Network, Medical Aid, Hostels, Swimming Pools, etc.), how to get in contact with the university, and how to get to the university

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood donation camp,	24/09/2019	24/09/2019	217
Seven Day Rural camp by NSS	21/12/2019	27/12/2020	200
One Day Rural camp by NSS	19/08/2019	19/08/2019	400
One Day Rural camp by NSS	02/10/2019	02/10/2019	400
One Day Rural camp by NSS	11/01/2020	11/01/2020	400

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

? Plantation by each member of staff on their birthdays. ? OPOS-One Plant One Student ? Kitchen garden ? Solar system ? Water harvesting ? Operation Roheda 20/07/19 ? Celeberated "Van mahotsav" 19/07/2019 ? National Seminar on Environment In Dec 2019 ? Inter college poster competition on Environment, pollution, water conservation, biodiversity and Rajasthan forest resources-- 4/02/2020

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

- Title of the Practice: Promoting Eco-Friendly Environment in the Institution**  
 : The aim is to develop a green biodiversity and oxygen rich zone in the heart of the Tehsil (township) of Kotputli which would provide fresh breathing air laden with oxygen to the whole ecosystem and innumerable health benefits to humans. Such an effort is being done by planting fruit and flower bearing trees, plants and bushes in a planned phase-wise manner. The plantation done with a conscious effort is intended to attract birds, butterflies and food chain components along with providing safe home, shelter and breeding space for birds. The institution is located on a sprawling 104176 square yards land along National Highway 8 which is abuzz with 24X7 economic activities. The continuous passage of heavy vehicles on the highway results in air and noise pollution. The mining activities nearby also lead to loss of green cover besides generating particulate pollution results in ill-effects on human and cattle health. Regular watering of plants and trees and protecting them from the scorching summer heat is a challenge for the college staff. In the state of Rajasthan, it is a tradition to hang earthen pots on trees for birds, especially during summer months and fill them with water every day. This is done by the society, college staff, students, NGOs, etc. in the college campus. The tradition also involves spreading grains for the Avians and other beings.
- Title: Providing free coaching facility to students for various competitive examinations. Pratiyogita Dakshata Program** : The goal is to provide free

learning facilities to students for success in various competitive examinations so that they may avail best employment opportunities. To inculcate the zeal necessary skills in students so that they may clear competitive exams with flying colours. In addition to the knowledge imparted to the students via courses and programs offered in the institution a strong need is felt to train them in a specific manner for the competitive examinations conducted by State Public Service Commissions, UPSC Banks, etc. By conducting coaching classes in the college itself, the students get an opportunity to fulfil their aspirations and dreams without putting financial burden on their parents. Such a free facility will definitely bring boost to employability in rural areas and lead to student empowerment.

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

[https://hte.rajasthan.gov.in/dept/dce/university\\_of\\_rajasthan/l.b.s.government\\_pg\\_college\\_kotputli/uploads/doc/best%20practices%202019-20.pdf](https://hte.rajasthan.gov.in/dept/dce/university_of_rajasthan/l.b.s.government_pg_college_kotputli/uploads/doc/best%20practices%202019-20.pdf)

### 7.3 – Institutional Distinctiveness

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

In current session college organised a two days National seminar on "Environment : Problems and Solutions" on 13-14th Dec. 2019. In January 2020 a workshop on "Intellectual Property Rights" was organised in which project director of DST, Rajasthan addressed the students and an alumnus Dr. Manoj Sharma from California also gave useful information. Two associate professors in Political Science were approved as research supervisor by University of Rajasthan. In these way research activity of this institute enhanced this year. Some more research scholar were registered under them. In the department of chemistry one NET-JRF scholar joined research in the college and in this way distinctiveness in research carried on. A two day Faculty Development Program (FDP) was also organised by the college on January 2020. Many faculty members were granted academic leave to attend conferences at National level. This reflects the deep interest of faculty members in research. They vividly understand that research is the creation of new knowledge and/or the use of existing knowledge in a new and creative way so as to generate new concepts, methodologies and understandings which includes synthesis and/or analysis of previous findings to the extent that it leads to new and creative outcomes. The primary purpose of research is to expand the existing body of knowledge by providing solutions to different problems in various fields of study. Faculty members are encouraged to undertake major and minor research projects in collaboration with recognized government and non-government organizations. Young entrants to the profession are also motivated to go for their Ph.D. degrees in their chosen fields. This is amply visible in the vast areas of research being carried out in the College. The College boasts of many faculty members actively engaged in research in the faculty of arts, science and commerce. Not only faculty but the students are also encouraged to make student projects in pursuit of expertise in their respective fields. The Major Research Project, sanctioned by the DST, Rajasthan in the Department of Chemistry progressed smoothly in its final leg while one scholar continued working for her Ph.D. work in Chemistry. Three research scholars continued their doctoral work in the Department of Geography and two in the Department of Political Science. Another student (Ms. Deepika Chawla, RGNF) continued her work for her Ph.D. in the Department of E.A.F.M. A large number of faculty members attended conferences and presented their research papers among their peers and a multitude of research papers were published in acclaimed journals.

Provide the weblink of the institution

[https://hte.rajasthan.gov.in/dept/dce/university\\_of\\_rajasthan/l.b.s.government\\_pg\\_college\\_kotputli/uploads/doc/ID%202019-20.pdf](https://hte.rajasthan.gov.in/dept/dce/university_of_rajasthan/l.b.s.government_pg_college_kotputli/uploads/doc/ID%202019-20.pdf)

### **8.Future Plans of Actions for Next Academic Year**

1. Organize Workshops and Seminars for the benefit of students and faculty members. 2. Development of e-content by faculty members. 3. Planning for Virtual Laboratories. 4. Enhancing research activities. 5. Augmentation in Library automation.