



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	GOVERNMENT COMMERCE COLLEGE
Name of the head of the Institution	Dr. HAR LAL SINGH MEENA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	744-2426258
Mobile no.	9414031815
Registered Email	gcc.kota31@gmail.com
Alternate Email	harlalsm@gmail.com
Address	Talwandi, Kota
City/Town	Kota
State/UT	Rajasthan
Pincode	324005

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. L.C.Panjabi
Phone no/Alternate Phone no.	07442405738
Mobile no.	9214444474
Registered Email	lc.panjabi@gmail.com
Alternate Email	gcc.kota31@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://hte.rajasthan.gov.in/dept//dce/university of kota/government commerce college, kota rajasthan/uploads/images/news/RESUBMISSION%20OF%20AQAR%20REPORT.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	http://hte.rajasthan.gov.in/dept/dce/university of kota/government commerce college, kota rajasthan/uploads/doc/academic%20calendar.pdf
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5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B	2.01	2016	19-Jan-2016	18-Jan-2021

6. Date of Establishment of IQAC

16-Sep-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Regular meetings of IQAC	25-Feb-2016 1	10
View File		

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
Finance department of rajasthan	IFMS	GOVT. OF RAJASTHAN	2017 365	38961944
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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)

1. This year 2016 and the meeting dated 25.02.2016 became a milestone in the quality assurance enhancement of the college. All members' confidence was boosted because of the successful NAAC visit and achievement of Grade 'B'. 2. As a consequence of the point no. 1 (see point no. 1) The Govt. commerce college kota UGC/NAAC ("PRENAAC TEAM") was constituted and detailed by the commissionerate college education Rajasthan as trainees to two colleges 1. Govt. College Hindaun 2. Govt. (P.G.) College Jhalawar Dr. R.M. Qureshi, Dr. D.C. Jain, Dr. Dinesh and Dr. Seema Rathore visited both the above Colleges and surveyed and analysed and guided them for their upcoming NAAC visits. 3. Two faculty members have attended orientation programmes in the year 2016/17. 1. Mr. Rani Meena at Kota University Kota. 2. Ms. Khushboo Niyarta at U.G.C. Centre/HRD J.N.V. University Jodhpur. 4. Fullfledged IQAC room has been established with well furnished facilities, Computer and Internet facilities. 5. Alumni Meeting has been successfully organised with active participation of old boys Former Students from all walks of life. It was a small gettogether where the xstudents Presented their views and proposals for the benefit of the college.

[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
establishment of departments	ABST, BADM, EAFM
NSS ROOM RENOCATION WORKS	FLOOR TILES RENOVATION, ROOM PARTITION
CCTV CAMERAS TO BE INSTALLED	CCTV CAMERA INSTALLED
SSR REPORT	SUBMITTED
ACADEMIC DEVELOPMENT OF FACULTY	TWO FACULTY COMPLETED ORIENTATION COURSE
BEAUTIFY COLLEGE CAMPUS	AZAD PARK TREE PLANTATION
View File	

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

2016

Date of Submission

30-Sep-2016

17. Does the Institution have Management Information System ?

No

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

Yes. the institution has a full fledged B.Com (UG) amd M.com(PG) classes in ABST,EAFM,BADM faculties .A comprehensive time table for both PG and UG classes is designed by the TIME TABLE COMMITTEE. The time table is well displayed at all the crucial points in the college. Time table is duly distributed to all the concerned faculty members and students for the smooth running of the classes .In this manner the delivery and documentation of the curriculum is maintained. Before this the subject syllabus and curriculum is designed and prepared by members of the BOS at the affiliated Kota University Kota, which consists of selected body of senior educationists in concerned fields and

departments. The implementation and completion of the courses is the main objective of the college and college faculties.

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
View File		

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
View File		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	nil	Nil
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
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
Unstructured feed back comes in ample number from all walks of college and

society like students, parents, social representatives and other institutions like organisations and banks and industry. A number of meetings are conducted in college, like that of Youth Development Centre, Planning Forum, Vikas Samiti, Workshops, and other non-structured platforms. Feedbacks in these interactions are exchanged, analysed and utilised for the overall development of the institution.

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
MCom	M.COM	160	726	160
BCom	B.COM	1400	1819	1400
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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
2016	3589	286	13	Nil	11

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
13	13	2	1	1	1
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)

student mentoring system is available at two levels. 1. All subject teachers mentor their students subject wise and also at career wise levels in their own classes. Interactions in groups and one to one levels are made for FAQs and other problem solving sessions. 2. Youth Development Centre is running counselling and mentoring sessions related with student life, academic life, college life and other issues they may face in their student and college days. Advice on general awareness, competitive exams, higher studies, even personal levels are provided on regular basis by all the faculty members of the college. Regular interactions at workshop, personal interview levels and group discussions and talks are held to organise mentoring and guiding the students to navigate through their academic career.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3875	13	1:298

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
39	13	26	Nill	9

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 receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	NIL	Nill	NIL
2017	NIL	Nill	NIL
View File			

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
BCom	10338	YEAR	31/03/2017	30/04/2017
MCom	10352	year	29/04/2017	27/06/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

NONE

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

Academic calendar as per the Academic year 2015-16 is prepared as the time table of the college. The college classes commence at 10:am and get over 5p.m. section wise time-table is allotted to each faculty of every department. each faculty take 18 classes per week. The objective of the calendar is to complete the set syllabus of the university. The conduct of examination takes place in the month of march. Co-curricular activity calendar is provided by the directorate of college education jaipur in the department of NSS, NCC, YDC, SCOUT and other cultural forums. The academic and cultural activities are conducted simultaneously for the overall development of the students.

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)**

http://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_commerce_college_kota_rajasthan/uploads/doc/2.6.1.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
10338	BCom	B.COM	1073	873	81.36
10352	MCom	MCom	126	118	93.65
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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)

http://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_commerce_college_kota_rajasthan/uploads/doc/2.7.1.pdf

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
Nill	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
nil	nil	

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	Nill	nil
View File				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	Nill
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	Nill

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)
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National	ABST	1	0
National	BADM	1	0
International	BADM	1	0
View File			

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
NIL	Nill
View File	

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
NIL	NIL	NIL	2017	0	NIL	Nill
NIL	NIL	NIL	2016	0	NIL	Nill
View File						

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
NIL	NIL	NIL	2017	Nill	Nill	NIL
NIL	NIL	NIL	2016	Nill	Nill	NIL
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	2	Nill	Nill
Presented papers	1	1	Nill	Nill
View File				

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
One day camps organised throughout the year	NSS UNITS OF THE COLLEGE	4	200
Special one day annual camp	NSS UNITS OF THE COLLEGE	4	200

[View File](#)

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
NSS ACTIVITIES AND CAMPS	WINNER BEST COLLEGE STATE LEVEL	COLLEGE EDUCATION GOVT. OF RAJASTHAN	200
View File			

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
SBSB	4 UNITS OF NSS	1. SPECIAL CAMP IN NEARBY VILLAGE, AWARENESS RALLIES, CLEANLINESS DRIVE,	4	100
View File				

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	0	NIL	0
View File			

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	0
View File					

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
View File			

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
70	70

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Newly Added
Class rooms	Newly Added
View File	

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
NIL	Nil	0	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	26059	Nil	6289	Nil	32348	Nil
View File						

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
View File			

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
Existing	13	1	0	0	0	0	0	4	0
Added	0	0	0	0	0	0	0	0	0
Total	13	1	0	0	0	0	0	4	0

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

4 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	Nil

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
0.4	0.39	1.43	1.28

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)

1. We do not have a full time librarian appointed by the Govt. The Principal has given the charge of library to a faculty member to look after the library related works, maintenance facilities and system. In this case college keeps a librarian on contractual basis 2. In addition to this teaching is done by Lecturers (Asso. /Asst. Professors) appointed by Govt. of Rajasthan. 3. Non-teaching or say office work is conducted by Non-teaching staff appointed by Govt. of Rajasthan. 4. Maintenance of college building and other related things are done through budget provided by the Govt. of Rajasthan. 5. Expenditure related to students and some other related expenditure is generally made by Fees received from students.

http://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_commerce_college_kota_rajasthan/uploads/doc/4.4.2.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	NIL	0	0
Financial Support from Other Sources			
a) National	CM SCHOLARSHIP , SJE	789	3379500
b) International	NIL	Nil	0
View File			

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
YDC	01/07/2016	100	GOR
View File			

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	Number of students who have passed in the comp. exam	Number of students placed
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			activities		
2016	YDC, NSS	100	100	Nill	Nill
2017	YDC, NSS	100	100	Nill	Nill
View File					

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
Nill	Nill	Nill

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	Nill	Nill	NIL	Nill	Nill
View File					

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
2016	160	M.COM	ABST, BADM, EAFM	Govt Commerce College Kota aGovt Commerce College Kota	M.COM
2017	126	M.COM	ABST, BADM, EAFM	Govt Commerce College Kota	M.COM
View File					

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
Nill	Nill
View File	

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

Activity	Level	Number of Participants
CULTURAL EVENTS	College	100
Project Competitions	College	50
Academic Competitions	College	50
SPORTS	College	100
View File		

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	NIL	Nill	Nill	Nill	Nill	Nill
2017	NIL	Nill	Nill	Nill	Nill	Nill
View File						

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

The College has a student council, which is elected by democratic elections, where student's bodies of National parties compete. The student council is active all-round the year in different activities of the college such as: 1. Admission Activities like filling of forms, submissions of forms. 2. I-Card distribution 3. Administrative support and voluntary assistance is provided by student bodies to the college administration and teachers 4. Student bodies organize cultural, academic, sports, ydc, NSS activities in the college. 5. They take responsibility of campus management, student help and support in problem solving and other grievances. 6. Student bodies have representation in college development committees. 7. Student volunteers help students in college development committees. 8. Student bodies organize, collect and manage student representation in college, state, regional level activities of college. 9. Overall participation of Student council is maximum in almost all the activities of the college such as • Admission • Election • Classes • Cultural Events • Sports Activities • College-Society Exchange • Project of U.G.C. and Govt./State/Central • Overall Student Teacher management Co-ordination 10. Students leaders and meritorious students become members of CDC and YDAC and actively contribute in development of the college and year round activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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)

Decentralization 1. The college work is conducted by committee's formed by the college staff (senior members) under the patron-ship of the principal 2. Each committee has a converner, and members and student representatives who work

together and report to the principal. Eg. a) NSS b) YDC c) NCC d) Cultural/sports committee Participative Management 1. Regular meetings and sessions are conducted on various college related matter such as • Examinations • Elections • Admissions • Other related matter Decision are taken on consensus Basis.

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

No

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	Curriculum of the college is developed by the board of studies at the university consisting of senior professors and administrative heads. The college role is only to complete the set syllabus.
Examination and Evaluation	Annual examinations are conducted by the affiliated university (Kota University). Evaluation of the answer copies is done by centralised committee of the university of which college faculty is an important part. Moreover this college has the distinctive role in conducting examinations all the year round. These examinations are of various departments and universities.
Research and Development	Research is conducted by the three PG department in the faculty of commerce. Ph. D. and jrf students are enrolled under supervisors affiliated with kota university.
Library, ICT and Physical Infrastructure / Instrumentation	There is full fledged library consisting of books related with commerce education and management and studies for students reference, research and development.
Human Resource Management	There is no official portal for Human resource management. However all matters related with the college working staff are concern under the chairmanship of the principal and commissioner college education rajasthan.
Admission of Students	There is a centralised online admission procedure conducted by the commissionrate of college education rajasthan. The principal and the college are the forwarding authority only .

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

E-governace area	Details
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Planning and Development	Digital system of administration has been introduced in the planning and development of college and resources staff and students. Although it is at its nascent stage.
Administration	All work in the college is followed and processed by emailing system connected with the commissionerate , secretariat , ugc, collectorate , treasury and other govt. bodies.
Finance and Accounts	IFMS (Integrated finance and management system) is fully working for all the finance and accounts related works of the college connected with the finance department of the state
Student Admission and Support	There is a centralised online admission procedure conducted by the commissionerate of college education rajasthan. The principal and the college are the forwarding authority only .
Examination	The examination conducting body is the affiliated university. Examination are conducted on the offline mode.

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
2016	nil	nil	nil	Nil
2017	nil	nil	nil	Nil
View File				

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)
2016	nil	nil	Nil	Nil	Nil	Nil
2017	NIL	NIL	Nil	Nil	Nil	Nil
View File						

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	Number of teachers who attended	From Date	To date	Duration
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development programme				
NIL	Nil	Nil	Nil	0
View File				

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
0	0	0

6.4 – Financial Management and Resource Mobilization

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

1. We have internal checking system which is done internally by our staff. 2. AG audit and an another audit is also done externally by Govt. of Rajasthan.

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
nil	0	nil
View File		

6.4.3 – Total corpus fund generated

0

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	No	nil	No	nil
Administrative	No	nil	No	nil

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

nil

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

nil

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

1. To make the campus eco-friendly. 2. To encourage Research development in faculty. 3. To make the campus clean and Nature friendly.
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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
2016	Survey and submission of academic and research work and faculty development in the college	01/07/2016	01/07/2016	30/09/2016	13
2017	Invitation and submission of academic and research biodatas by faculty members in the college	30/09/2017	30/09/2017	31/12/2017	13
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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
nil	Nill	Nill	Nill	Nill

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
0

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	5

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

2016	4	4	31/12/2016	10	NSS AND YDC CAMP	AWARENESS IN SLUM AREAS. Swachta abhiyan. Nasha Mukti. Traffic awareness programme , Tree plantation, blood donation	200
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nill	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
BLOOD DONATION CAMP	25/09/2016	25/09/2016	100

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

1. Campus is Eco-friendly because it has inner as well outer gardens and parks. Tree plantations in college keep the campus green and nature friendly. 2. The campus is Tobacco free campus. 3. There is future plan to generating solar energy. 4. The lighting system in the colleges is eco friendly. 5. Use of plastic bags and usables is prohibited in the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two institutional best practices 1. This college is the only pioneer post graduate commerce college in the Hadoti region. It churns out Thousands of commerce graduates and post graduate every Academic Year. The college laid down the foundation for upcoming commerce field professionals like CA, CS, and M.B.A. Professionals other administration field. The college is a hub for business studies and management studies. It is a link with market and trade. Summarising the fact commerce college kota is the nerve centre of commerce education and over all career prospects in the field of commerce, Business and management. It is the revered institution in the above mentioned field. Apart from Academic prospects in commerce and Business studies, Extended education in the field of commerce related studies is also provide to the faculty, staff and students of this college. The college gives opportunities of career guidance, prospects and enhancement in the commerce stream to the young brains of the faculty of commerce. They develop through various programmes, workshops, seminars, conferences, projects both national and inter-national. The college is a perfect platform for novices in the commerce field. For students ample opportunities and openings work as a gate-way to their future. Opportunities in management, Business, trade, other competitive fields open for them. 2. The college campus is spread surrounded by National highway 52 on its rights, main

road on its front and posh locality in its rear. The college has a huge playground, a big parking lot, a basket-ball ground, a well-maintained Azad-park and an inner-square park. The college infrastructure is worthy of mentioned with a huge seminar hall with a seating capacity of 500 members. The college is environment friendly with 'Go-Green' slogan. The park is a huge stress-buster for each and every one. The future plan is to develop an outer as well as inner jogger's park. Plants decorative trees, medicinal plants and shady trees to make the campus well-deserving and the college a hub for stress-free, and healthy living for all belonging to the college.

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

http://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_commerce_college_kota_rajasthan/uploads/doc/7.2.1.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

The inception of this Govt. Commerce College, kota (Rajasthan) was made with a distinctive vision of providing commerce education in the state of Rajasthan. Today in the state of Rajasthan. Today this college enjoys the proud status of being the oldest commerce education Institution. The pioneer in this field. The priority of the institution is to provide quality Higher education in the field of commerce and management. Commerce graduate and post-graduates step into the market, administrative fields and Business and trade. The contribution of this college is immense and worth mentioning. The college thrust is on Academic, and co-academic excellence of Teaching-Learning-Research in the college. Along with academic performance the institution believes in holistic approach of education along with college-market-society-interface. It believes in Happiness Index, healthy and honest co-existence.

Provide the weblink of the institution

http://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_commerce_college_kota_rajasthan/uploads/doc/7.3.1.pdf

8.Future Plans of Actions for Next Academic Year

1. Govt. commerce College kota's vision, Drive and thrust has always been pure excellence in the academic field. The college seeks to upgrade to college quality enhancement in teaching-learning-practices. It has plans to reach out to students via classes as well as out-of-the classes environment it plans to bring more students within reach of quality study programmers. 2. The college believes in faculty's enhancement and development through refresher, orientation courses and other long term and short-term courses. It has plans to upgrade the faculty members to complete their higher education such as M.Phil., Ph.D. etc. The faculty should be given full freedom and opportunities in Research prospects to attend various national international workshops, seminars and conferences. 3. Technology upgradation with computerization smart class hubs, Audio-Video interfaces are a requirement to enhance the quality of education. With technology access to national and international fields of study. 4. In the field of sports cricket, handball, athletics and indoor games as Badminton, wrestling have been the unique fields of activity. Steps to enhance support to players shall be taken in this field. 5. With three P.G. department is ABST, BADM, EAFM college shall strive for upgradation of all department of commerce for higher education with faculty enhancement, purchase of books, conducting extension classes and other. 6. College campus is huge and development of parks and parking area is of utmost importance. The entrance and exit of the college has to be repaired, reconstructed and beautified 7. Post Accreditation, most important initiative

would be to make the college solar-energy friendly campus. The matter has been taken up and further planning shall began for the same.