SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

GOVERNMENT MAHARANI SUDARSHAN COLLEGE FOR WOMEN BIKANER

GAJNER ROAD, BIKANER
334001
http://hte.rajasthan.gov.in/college/ggcbikaner

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Accredited 'B' grade (cycle II) by NAAC in 2015, today **Government Maharani Sudarshan College for Women, Bikaner** stands out as one of the most prestigious educational institutions of the country.

The college was established in **1946** as an inter college, later in 1956 and 1957 Bachelors in Arts and Science were commenced respectively. The three-year course as per the new education planning started in 1980. Bachelors in Commerce started in 1981.

Since its inception the college has been a forerunner in the imparting and inculcating the highest of educational and ethical standards. Post graduate level teaching started only after 1992 in Economics, English Literature and Political Science. Later P.G opened in Public Administration in 1999 and Home Science in the year 2012.

At present the college proudly offers a range of 22 subjects including science, commerce, humanities and social sciences at the UG level and an array of 05 subjects at the PG level. The college has remarkable research facilities in all its PG departments.

The fee structure is affordable and cost effective. Alumni presence is seen in international, national, sports and cultural arena. Student involvement is seen in the key functioning of the college in extension activities, community services and sustenance of academic environment.

The monogram (Logo) of the college is true manifestation of the accomplishment of its vision and mission. The circular shape depicts continuity and 360-degree progress.

The Name of the institution is written in the outer ring of the Logo in KBC_16 font which is simple in design that represents the clarity of modus operandi.

The Pentagon portrays a multi angled and upward approach of functioning

Since this is a girl's college, the figure inside the Pentagon denotes a girl child.

The 'WE' written inside the face of girl gives word's literal meaning symbolizing bonding. It also illustrates 'Women Empowerment' which is the concrete mission of the institution.

The pair of hands define the intention to protection and support for upliftment.

The Sanskrit word **Shikshaya Sashaktikaranam** is the motto of the institution means 'Empowerment through Education' which is the principal focus and pursuit of the institution.

Vision

The college has been sincerely marching ahead since its inception with the following vision

- To empower women through quality education.
- To inculcate strong cultural and social values in aspiring minds.
- To make youth realize their potential in different fields.
- To reach the un-reached and serve the underserved with education, contributing to the national development.

Mission

- To provide ideal academic atmosphere for the persuasion of excellence in higher education.
- To undertake the task of shaping impressionable young minds with moral values and leadership qualities.
- To make higher education relevant to the knowledge era.
- To impart in depth knowledge and expertise through innovative methods of teaching and learning so as to create a pool of resourceful, self-motivated manpower.

To organize extension activities for community development focusing on civic responsibilities, social awareness, and value-based educations

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The College is an iconic institution in the domain of women education and empowerment, established in pre-independence era and imparting education for last 75 years.
- RUSA beneficiary college.
- Only institution in public sector catering to the need of providing higher education to the women of a very large geographical area.
- Being a state government College, it provides quality education at a very low cost incurring very little financial burden to the economically poor families of rural background.
- Transparency, diversity, and inclusiveness in the admission process
- The college has highly qualified & experienced Faculty members who are dedicated to support the students.
- Various scholarship schemes benefiting all sections of the students.
- Extra ordinary achievements in cultural, literary, sports, N.S.S. and N.C.C. activities.
- Plastic free, Clean and Green Campus.
- Absolutely Ragging-free campus
- Sanitary napkins vending machine
- Promotion of value-based and holistic education

Institutional Weakness

Institutional Weakness

- Limited academic flexibility since we are affiliating college.
- The college imparts post graduate education in few subjects of Arts and none in science and commerce faculty.
- Employment oriented courses are not offered at any level in the college.
- The limited area of the campus disturbs the balance of the growing needs for enhancing academic and physical standards with steady increase in the number of enrolled students at the college.
- The college faculty has restricted collaboration and exposure to reputed international institutions of education and research.
- Insufficient funding for infrastructure from Government.
- Low paying capacity of students due to economically poor hinterland.
- Poor communication skills of admitted students.
- Dealing with first generation learners
- Inadequate number of quality Indian and foreign journals in library
- Insufficient number of playgrounds for outdoor games like Hockey, Football and Cricket.

Institutional Opportunity

Opportunities

- To become a centre of excellence for women education imparting education in various faculties and wide array of subjects
- Since most of the students are from economically and socially backward sections, the college has an opportunity to serve society by giving quality education to these students.
- Strengthening of campus placements.
- Establishing more intense Networking with alumni
- To elevate all UG departments to PG and the PG ones to Research centres.
- To develop fully employment-oriented education and skill enhancement courses
- Strengthening information technology-based system of education and virtual classrooms.

Institutional Challenge

Challenges

- Mushrooming of new private colleges for women in and around city providing employment-oriented courses.
- Lack of support of parents and their conservative attitude retards the efforts of the college in making women self-reliant and competitive.
- Not able to meet the competency-based education due to non-flexibility of curriculum.
- Difficulty in keeping pace with expensive modern education technology with limited resources.
- Space constraints for expansion.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is permanently affiliated to **Maharaja Ganga Singh University, Bikaner** and does not have the autonomy to form its own syllabus but 23 faculty members in the session 2019-20 are members and conveners of Board of Studies & Academic Council of MGS University, Bikaner. These members play important role in curriculum designing & contribute to curriculum improvement and enrichment. Teaching fraternity ensures effective curriculum delivery through a well-planned and documented process. Various committees such as The Timetable Committee, Examination Committee, Union Advisory Committee etc. are working to ensure the achievement of aforesaid target.

The curriculum has compulsory subjects to build foundation of common knowledge and has the optional subjects to enhance educational interests. Institution displays its vision, mission, objectives, programme outcomes, programme specific outcomes and course outcomes on the website. Presently the college offer UG in 22 subjects in science, arts and commerce streams and post-graduation in only 5 subjects namely –Economics, English Literature, Home Science, Political Science & Public Administration.

Faculty wise and department wise timetables are prepared at the beginning of academic session to ensure systematic and effective implementation of the curriculum. Admissions are done through an online process, as per the guidelines of the admission policy of commissioner college education, Rajasthan. The students are given an offer to choose their subjects from a plethora of 163 subject combinations available to them.

Curricular and Co-curricular activities are properly planned in the academic calendar to lead towards the set outcomes. The IQAC monitors the overall teaching and learning process by collecting the students' feedback. Feedback obtained from students/ teachers/ alumni/ parents/ employers is analysed and placed before the Board of Studies of respective subjects.

The academic calendar is displayed on notice board for reference of the students and staff. It is also uploaded on college website for the all-time information of the students and stakeholders.

The college administers NSS, NCC, YDC, Ranger Rover Cell, Women Cell Human Rights Cell, among the various activities to facilitate intellectual, social, moral and aesthetic knowledge into the students. SVEEP program is conducted to make students aware of election process.

Teaching-learning and Evaluation

The college ensures student centric approach that fosters a learning environment which nurtures exploration of various skills and critical thinking of student about the subject. The focus of the college is to impart its students with significant, purposeful, and worthwhile education. The active participation of students in the teaching-learning process is ensured.

The college has a total number of **56 full time teachers** from all the departments. The library, computers, Internet facility and network resource centre are student oriented.

The faculty members are regularly required to upgrade their knowledge and enhance their teaching and research skills through Orientation, Refresher programs and FDP programs.

The college has three smart classrooms. Computer facilities with Internet connection are available in all the departments. The college has installed separate Wi-Fi unit for the students inside the campus.

The teaching has been in process of transforming to ICT mode, so that the scope for absorbing the knowledge is wide for students. Faculty members make social media and phone groups for practical classes, assignments, and projects to be proactive with a large number of students.

Students learn and gain knowledge in diverse ways such as classroom teaching, hands-on experience in laboratories, tutorials, group discussions, field works, minor research projects and seminars. The students are assessed continuously and classified as advanced and slow learners. Remedial classes are conducted to assist slow learners. Advanced learners are motivated and inspired to achieve higher goals and shoulder important responsibilities in various activities.

Internal assessment in institute is transparent, flexible, and robust. The institute follows the regulations of MGS University for the internal evaluation process of the theory & practical subjects.

To address exam related Grievances both in theory and practicals, College administration constituted the Student Grievances Redressal Cell. The College Examination committee ensures the hassle free and peaceful examination process by continuous alertness and proficiency.

After declaration of results there is also a provision of re-evaluation, for those who are not satisfied with their result outcome.

Every department projects the POs, PSOs & COs on the department Notice board. The students are continuously made aware of these outcomes regularly.

Research, Innovations and Extension

The College was established in pre independence era. Till 1992 it was purely UG college, so research opportunities were not up to the mark. Presently it has PG departments in five streams (English, Political science, Public administration, Economics & Home Science). Though the research work is being carried in these streams, the research activities are rare in other departments.

Efforts are continuously made to initiate research elements in other subjects where post graduate teaching is yet to be initiated.

The College is committed to engage faculty members and students in research, innovation and extension activities. The College has to its credit the research activities in the field of humanities in the departments in which post graduate teaching is imparted, though efforts are continuously made to initiate research elements in other subjects where post graduate teaching is yet to be initiated.

The faculty members are also encouraged to participate in State / National / International level Seminars / Symposia / Conferences/Webinar to gain experience of the research paradigms in their respective fields.

Extension Activities

Holistic development implies infusing Intellectual, mental, emotional, physical, and social abilities in the students, to make her able to cope with the complexities of the life. Hence, the extra-curricular activities are included along with studies in the year-long curriculum. These activities enhance the qualities of leadership, self- discipline, self- recreation, and self –confidence.

The following activities are undertaken by the college for the said purpose. Cleanliness drives, Plantation, Blood Donation Camp, Road Safety Week, Human Rights Day, Yoga, Aerobics and Meditation.

Different activities like anti women violence day, lectures on women empowerment etc. are organised.

Female health and hygiene: - Lecture series on female health are arranged time to time.

Mask- making and Mask distribution: - During the COVID period students made masks at home and distributed in their locality to aware people of the threats of covid-19. Miscellaneous: - Anti- ragging day, lecture on schemes of post-office, health examination camp, voter awareness programme by SVEEP, cancer awareness programmes, constitution day, youth week, salute to martyrs is also organised regularly.

Infrastructure and Learning Resources

The College accommodates 4040 students studying in UG, PG, and Ph.D. Programmes. The campus is spread around 6 acres of land which facilitates excellent infrastructure for teaching learning process, career progression and higher education. All the departments are equipped with the necessary infrastructure to meet the ever-increasing requirements with adequate number of classrooms, seminar halls, laboratories, and sufficient space for hosting all academic activities.

The administration is committed to effective and optimum use of its available infrastructure. The Office has adequate number of computers, photocopiers, and printers. The college has Public address system and for security monitoring CCTV cameras are installed. The college possess a 5KW generator to combat power cut situations. There is a hassle-free parking for 50 cars and 300 two-wheelers.

The College has separate blocks for different faculties – Arts, Science, Commerce and Computers. The campus has a separate Home Science Block, a life Sciences block and Chemistry –Physics Block.

The campus is equipped with an **auditorium** with covered area of 568 Sqm having a seating capacity of 600 to conduct seminars, conferences, and major cultural events of the college.

A well-equipped department of music houses several musical instruments which are used by the students to horn their musical talents.

The campus provides students **Health Centre, Common Room** and spacious and well laid-out **Canteen** allows students and staff to relax and enjoy the delicious dishes offered there.

The college has well equipped hostel in a nearby campus comprising of 8031 sqm area with 69 rooms to house 80 students. Though at present the hostel facility has been suspended temporarily due to damage to the building and COVID situation. The process of repair is underway.

The college has three huge water storage tanks with approx. 1,00,000-liter capacity. Some ROs are installed for pure drinking water.

The College has an **automated library** equipped with computer & internet facility and a photo copier machine.

The college has more than 60 computers in various departments and offices including the CCF labs.

A **Network Resource Centre** has been established where Undergraduate students avail computer and internet facilities.

Student Support and Progression

The College supports students to apply for scholarships from various schemes of Government and also avail freeships provided to the girl student by the State Government. Guidance for competitive examinations, career counseling, soft skill development, Language Lab and bridge courses are provided. Each department takes up remedial coaching to the low performing students in the examinations.

College has transparent mechanism for timely redressal. The grievances, sexual harassment complaints and any requests, in general is addressed by the Grievance and Sexual Harassment Redress Cell through a transparent mechanism. The menace of ragging is viewed very seriously, and Anti-ragging Cell takes all necessary measures to curb the ragging within the campus.

The members for the Student Council are selected through the election. Sports and cultural competitions both at the College and Inter collegiate levels are held annually.

The college has functional alumni association. Considerable contributions are made by the alumni. The alumni meetings are hosted every year to create an opportunity for alumnus to meet and share knowledge with their friends and teachers. The alumni are actively involved in organizing events in the college and supporting the placement of the present students.

Since the college impart education to girl students that too from weaker section & rural background, so student support is extended at various levels and different fields. The college aims to maximize the learning & knowledge of students with the available resources. Students support is furnished at various levels, like

- **Informational support**: classroom teaching, college prospectus, updated college website, educational

fields trips, tutorial for problems solving & others mentoring.

- **Infrastructure support**: well-furnished airy classrooms, well equipped labs, health care centre, automated library, ICT lab (computer lab) playground, auditorium, seminar room.
- **Financial support**: liberal fee structure, waving of tuition fees, scholarships from state government and social welfare department.
- **Counseling**: career counseling cell, student's union advisory committee, NCC, NSS, Women Cell, YDC, Skill development cell, Placement cell, Anti ragging cell, further extension lectures on personality development, community skill, classes to prepare for competitive exam.
- **Exposure**: co-curricular & extra-curricular activities sports, academic activities, literary activities, publication of college magazine "Sudarshan".

Governance, Leadership and Management

The Vision, Mission, Goals and Objectives of the institution reflect the nature of governance and decision-making bodies of the college. Good governance is essential towards smooth functioning and credibility of an institution being an agency of state government and affiliated college of Maharaja Ganga Singh University, Bikaner. The college abides by government rules in internal governance as far as structure, system and policy deliberations are concerned. But the college has its own mission and goals and has operational freedom towards fulfillment of these. The governance, leadership & management of the college aims towards consistent improvement and implement depending upon the leadership abilities, imparting quality and relevant knowledge and mobilization of recourses are the step taken to regulate good governance, leadership & management.

Faculty members are encouraged to participated in refresher and orientation courses, conferences, workshops etc. thereby update them with recent progress and knowledge for the benefit of students indirectly. The IQAC has been working towards attempts to realize quality improvement & its maintenance. The framework of committees for specific purposes is also reflective of effective governance. Around 60-70 committee are framed at the beginning of each academic year. Feedback is acknowledged through Vikas Samiti & Student union from stake holders, parents, alumni etc. in the form of meetings, interactions and through google forms etc. contribute to strategic planning and deployment. Extra classes for weaker students and those students who are unable to attend classes due to participation in activities like sports, NSS, NCC. Quality study material and guidance for various competitive exams like RAS, NET, SLET, and other state services is also provided in Pratiyogita Dakshta classes. College administration also promotes environmental consciousness.

Institutional Values and Best Practices

'**Beti Bachao, Beti Padhao**' and **Women Empowerment** being the motto of the Government, the college is playing the role of a torch bearer in attaining the motto.

To inculcate tolerance and harmony among our young and promising students towards cultural, regional, logistic, communal, socio economic and other diversities we promote and encourage them to participate in various activities for hand on learning and enriching their experiences.

The college encourages students to know about our fundamental duties and rights, human rights, to live in peace and nonviolence. Students union and their election give a glimpse into the process of democracy at an early age.

The preamble of the constitution is displayed on the main gate of our college lest students might miss it.

The college has formulated a code of conduct to improve the development of students, teaching and non-teaching staff as a whole by creating an effective teaching, learning and working atmosphere. It promotes the professional behavior and academic integrity.

As part of holistic education, the celebration of national commemorative days, events and festivals is an integral part of the activities of the college.

The college pays tribute to the national heroes by remembering and organizing their birth and death anniversaries through extension lectures rallies and various competitions.

The college achieves its aim to embolden the talent of the students and to let them emerge as well-aware and responsible citizens.

Best Practice- I

WOMEN EMPOWERMENT

The college endeavours to create and disseminate knowledge as "Knowledge is Power", and impart liberal, modern, sound, and quality education to women, especially from the rural strata of the society by providing the highest quality education.

Best Practice- II

Environment conservation for Next Generations

The College not only believes in developing values but also in providing solutions to meet new needs and maximizing its educational objectives. The teaching learning environment and extension activities are mapped and carried out with an objective of instilling sense of social fulfillment and responsibility among students.

"Save the environment & you will save the life & future" is the tag line of the best practice.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT MAHARANI SUDARSHAN COLLEGE FOR WOMEN BIKANER
Address	Gajner Road, Bikaner
City	BIKANER
State	Rajasthan
Pin	334001
Website	http://hte.rajasthan.gov.in/college/ggcbikaner

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Shishir Sharma	0151-2525896	9460617665	0151-2528163	mscollege.bkn@gmail.com
IQAC / CIQA coordinator	Indira Goswami	151-2528163	9529738120	151-	indiragoswami20@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-01-1946

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Rajasthan	Maharaja Ganga Singh University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	01-01-1971	View Document
12B of UGC	01-01-1971	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

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

Recognitions

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

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Gajner Road, Bikaner	Urban	6.057	10616.38

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BA,English Literature	36	Senior Secondary	English + Hindi	901	901
UG	BCom,Eafm	36	Senior Secondary	English + Hindi	200	180
UG	BSc,Botany	36	Senior Secondary	English + Hindi	264	264
PG	MA,English Literature	24	Graduation	English	60	55
PG	MA,Economics	24	Graduation	English + Hindi	60	19
PG	MA,Home Science	24	Graduation	English + Hindi	30	30
PG	MA,Political Science	24	Graduation	English + Hindi	60	60
PG	MA,Public Administration	24	Graduation	English + Hindi	60	45

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				37				19
Recruited	0	0	0	0	8	29	0	37	7	12	0	19
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				25
Recruited	11	3	0	14
Yet to Recruit				11
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				20
Recruited	7	2	0	9
Yet to Recruit				11
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	5	23	0	4	9	0	41
M.Phil.	0	0	0	0	4	0	0	0	0	4
PG	0	0	0	3	2	0	3	3	0	11

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

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	3657	0	0	0	3657
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	378	0	0	0	378
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	322	352	338	293
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	13	8	14	11
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	336	340	311	320
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	879	886	802	896
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	4	4	4	3
	Others	0	0	0	0
Total		1554	1590	1469	1523

Extended Profile

1 Program

1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
241	241	241	241	241

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
8	8	8	8	8

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4016	4061	3926	3683	3735

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
849	849	773	816	816

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
1201	1212	1218	1033	1022

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
56	56	56	62	65

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
75	75	75	75	75

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 35

4.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
68.21	99.83	53.34	77.10	35.18

4.3

Number of Computers

Response: 53

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college is Governed by the **Commissionerate College Education (CCE), Government of Rajasthan**. It is affiliated to **Maharaja Ganga Singh University, Bikaner**. The curriculum is prepared by the affiliating university. The well planned and documented process is adopted to ensure effective delivery of the curriculum. **The merit-based admissions** are done through **online process** abiding by the Admission Policy of CCE. A wide variety of courses/ programs is available to choose from for the students. The list of courses and programs is also available on the college website and prospectus. There is a helpdesk set up for counseling of students. It helps them select the courses according to their interest and learning capability. In the beginning of academic year, the Class-Wise and Teacher-Wise Time Tables are prepared and displayed on the college website, main notice board and on Departmental notice boards. The broad planning of teaching of curriculum is done through the discussion among the in-charges and faculty of Departments. The schedule for final examinations (theory and practical) is prepared by the affiliating university. This schedule is published on university website and college notice board. The students' attendance is marked by the faculty in theory as well as practical classes.

Some notable measures being adopted for effective delivery of curriculum are -

• **Class-room lectures**: conventional class room lectures, providing materials including notes, practical sessions and lab activities.

• **Online classes**- tutorial videos, slides, PowerPoint presentations, PDF notes, home assignments etc. are provided to the students.

• **Research activities** – some of the PG departments are carrying out research. There are adequate research facilities like library, laboratories etc. in the college.

• **Assigning projects to the students**: Field work, case studies, social surveys are part of the PG curriculum in some of the subjects like Economics, Political Science and English

• **Teaching for Practicals** - application of theoretical knowledge is imparted in some of the subjects that have practical papers in the curriculum

• The class teaching is monitored through regular inspection by the Principal and committee formed for the purpose

• **Remedial classes** are conducted for slow learner students

• Large number of course/program choices

• Helpdesk for subject selection at entry level

• Academic calendar

• Co-curricular & extra-curricular activities

• Initiatives to enhance soft skills ICT spoken English

• IQAC monitors the remedial classes

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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

Response:

The college is governed by Rajasthan state Government through department of higher education. This department prepares all policies and controls all functions of the college. The academic calendar is prepared by Directorate of college education before the commencement of academic session. The academic calendar is displayed on notice board for reference of the students and staff. It is also uploaded on college website for the all-time information of the students and stakeholders.

The framework of **academic calendar** includes following activities -

• Opening and closing dates of UG Admissions

• Opening and closing dates of PG Admissions

• Commencement of Classes

• Dates of periodical tests

• Dates of extracurricular activities of NSS, NCC and Cultural Committee

• Activities of Sports Committee including Annual Prize Distribution function

• Date of Student union elections

• List of vacations, holidays and Working days

• Dates for preparation leaves

The college strictly follows this calendar and other directions given from time to time. Ascertaining the degree of achievement or value in regard to its aim and objectives is very important for every educational institution. In a true sense, continuous internal evaluation of the students is made by conducting home assignments, tutorials, surprise tests, unit tests and open book exams. The college is affiliated to Maharaja Ganga Singh University, Bikaner. The students apply for university examinations. Thereafter, the university issues the roll numbers to students. The practical and theory exam schedule is prepared by the university. It is published on university website and on college notice boards as well. The college acts as examination center. There is an Examination Committee for smooth functioning of theory & practical examinations. The practical examinations are conducted by external examiners appointed by the affiliating university. The evaluation process of final exams is also governed by the affiliating university. The results are declared by the affiliating university. The Mark sheets and Degrees are distributed by the college. Furthermore, the academic and co-curricular activities are carried out by various committees constituted for functioning of the college.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

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

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 8

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

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 0

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
List of Add on /Certificate programs	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

The prevalent social issues like gender equality, environmental sustainability, human values, professional values, human rights and duties, labor economics, management, food nutrition and management etc. are incorporated in the designed curriculum of various elective papers of UG and PG.

Professional Ethics - To inculcate environment awareness, human ethics, and professional integrity and ethics, various courses are running in the college. There is a compulsory paper on environmental studies in all three streams. It gives the students insight over environmental sustainability and preservation. The compulsory paper on elementary computer makes students familiar with technical practices and encourages them to use computer practices. To make students conversant and creative, and increase the chances of employment, computer education is a significant tool. The introduced course is helpful and relevant in framing the students' interest in tech-field. Topics like company law, income tax law, Insurance, Entrepreneurship, Accountancy, Mercantile Law, Business Environment and Business Communications., economic environment and business skills are taught in commerce faculty.

Gender – Special topics and papers on women issues have been introduced in UG and PG classes. A paper named Women writers across the globe is running in M.A Final English. Topic namely Stree Vimarsh is included in BA part III Hindi curriculum.

Human Values – a number of courses and topics covering issues of Human velues are running in UG and PG classes. Some of them are Dalit Vimarsh, Viklang Vimarsh, Personality Development, Moral & Emotional Development, Concept of Sanskar & Purusharth, Unity in Diversity, Social Problems; Concept & types Crime & Delinquencies, Population Problems, Population Education Programs, Population Control, Problem of Youth, Drugs & Aids, Problems of Women Empowerment, Infanticide, Poverty, Unemployment & Literacy, Social Problems of Special Groups and other. In addition to the academic activities. Co-curricular activities are also undertaken by the college. These activities help in overall development of students' persona and infuse in them the art of problem-solving, reasoning, critical and creative thinking and to improve communication abilities. The college administers NSS, NCC, YDC, Ranger Rover Cell, Women Cell Human Rights Cell, among the various activities to facilitate intellectual, social, moral and aesthetic knowledge into the students. These units/sections organize events like the celebration of Human Rights Day, Environment Day, Blood Donation Camps, and Various Rallies over social awareness etc. SVEEP program is conducted to make students aware of election process.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document](#)

1.3.2 Average percentage of courses that include experiential learning through project work/field

work/internship during last five years

Response: 0.58

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	1	0	2

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	[View Document](#)

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

Response: 0.25

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

Response: 10

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	[View Document](#)

1.4 Feedback System

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

Response: A. All of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

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

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

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

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 97.85

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

2019-20	2018-19	2017-18	2016-17	2015-16
1554	1590	1469	1523	1540

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

2019-20	2018-19	2017-18	2016-17	2015-16
1635	1636	1489	1544	1544

File Description	Document
Institutional data in prescribed format	[View Document](#)

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

Response: 80.75

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

2019-20	2018-19	2017-18	2016-17	2015-16
675	704	667	627	638

File Description	Document
Average percentage of seats filled against seats reserved	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

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

Response:

Quality education is ensured to every student. The admissions are done as per government rules. The fee-structure is affordable. **Exemption of tuition fee for girls'** enables larger number of students from weaker sections to avail quality education. The underprivileged students are supported through financial support system. **The scholarships are provided by social welfare department** along with additional help from UGC. Special infrastructural facilities are also provided to differently abled students. As per university guidelines, extra time and scribe is given to students with vision disability and also to those who are physically disabled. Thus, the college ensures education's primary goals on noble and upright principles.

Students are provided special subject counselling during admissions keeping in mind their bright future and interests. To guide, advice and support students in their respective subjects' mentor- mentee system is adopted. It is the duty of mentor to focus on the mentee's progress and to update about the performance of mentee to the college administration. The mentor communicates with the mentee and counsels her whenever required.

The college follows **AAKASHI Calendar** provided by the government, which includes monthly tests and mid-term tests in September and December, which review the comprehension of students over topics taught in the respective period. This process helps distinguishing between slow and advanced learners and to provide remedial classes for slow learners. To motivate advanced learners for competitive exams and to prepare them for upcoming competitions in the life, the college also runs projects like Pratiyogita Dakshta, which helps students to champion them for their knowledge. The advanced learners can be benefited by these classes from an early stage as they prepare for future competitions. To encourage and enhance these students' interest the college provides advanced library facilities.

The **college students' advisory bureau provides personal, psycho-social guidance and counselling in various subjects**. It provides availability of subject related material and financial assistance etc. As majority of the students are from rural background, emphasis at the level of content and comprehension, along with bilingual mode in class room teaching is in practice. Under Community Connect Programme, the college conducts parent-teacher meetings to share feedback of student progression.

Catering to varied learning levels of students the following measures are adopted-

- Extra classes for problem-solving to benefit slow learners
- Adaptability and flexibility in teaching strategies as per need
- Personal counselling
- Interaction with parents
- Assignments and study material are provided by the teachers.
- Skill development activities
- Guest lectures and extension lectures for competitive exams
- Career counselling for goal setting
- Responsibilities in literary and cultural activities
- Training related to computers and IT

Objectives: -

- To raise the confidence level in the students, especially weaker students regarding difficult subjects.
- To counsel them for choosing subject as per the requirement of the time competitive world.
- To assist slow learners in understanding basic concepts of the subject.
- To improve performance of students in internal and university exams.
- To reduce drop out ratio of the students.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 71.71

2.3 Teaching- Learning Process

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

Response:

To educate is to ensure all-inclusive and integrated development of the students. The focus of the college is to impart its students with significant, purposeful and worthwhile education. For this purpose, the institute provides the **students friendly environment** and an amiable student -teacher relationship. The active participation of students in the teaching- learning process is ensured. Several **Parent-Teacher meets** are organised under Community Connect Program initiated by Commissionerate of College Education. The students are given friendly environment outside classrooms as well. For all round development of the students, the college offers clusters of extracurricular activities. At the time of the admission the student has to select any one of the four activities at college, i.e. **NCC, NSS, YDC** and **Rangering.** The students take active part in organising various extra and co-curricular, inter/intra departmental, inter/intra-college events, which help them in developing their organising and managerial skills. The best examples are college Fest '**Tarang' - a cultural week** is organised every academic year, which includes various competitions like debate, quiz, poetry recitation, skit, drama, song, dance, fashion show, rangoli, mandana, hairstyle making etc. These competitions demonstrate the talent of students apart from studies. To inculcate participative learning the college also organises literary events like Science Day, Constitution Day, Ramanujan Day, Human Rights Day, Hindi Diwas, and many more. Apart from the conventional classroom teaching the exploratory and collaborative learning and problem-solving methodologies are being emphasised. To develop critical and creative thinking in students it is a necessary step to make learning experimental. The laboratory periods are conducted in batches that encourage students to learn with one another and use participating strategies for learning. The well- furnished and well- equipped laboratories of Chemistry, Botany, Zoology, GPEM, Home Science, and Music are available to students for experimental learning. Dignitaries and eminent personalities of different fields are invited to address Seminars, Skill Development Programmes, Workshops and Group Discussions. These activities keep the students' knowledge updated and to make them understand new dimensions of learning. Youth

Development Centre organises Industrial visits to nurture and expand the knowledge of entrepreneurship amongst the participating students. College encourages the students to use apps developed by Department of Higher Education, Rajasthan like DISHARI and HELLO English. These apps are related to General Awareness and English language. Faculty members make social media and phone groups for practical classes, assignments and projects to be proactive with a large number of students. To encourage students' participation in literary creativity, there is the annual publication of college magazine 'Sudarshan' and bi-annual publication of e magazine '**e-Sudarshan**'.

File Description	Document
Upload any additional information	[View Document](#)
Link for additional information	[View Document](#)

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

Response:

The college has three smart class rooms, well equipped with the **LCD Projector and Screens**. The college issued separate Desktops and Laptops with printer to each department and Conveners of some Committees for the smooth conduct of the various important processes of the college like online admission process, scholarship and examination. The college has installed separate **Wi-Fi unit** for the students inside the campus. Further, it has computer lab and language lab with internal LAN. Broadband Leased Line & installation of Bharat Fibre connections are highly useful to function all the above devices very speedily. The college also has a well-equipped computer center, Network Resource Center with computers, Printers and Power Backup facility for the students and teachers. Currently, some of the teachers are conducting online practical classes and exams through Google classroom. The college has fully furnished **CISCO Webex Video Conferencing room** which is extensively used for teaching, learning and conferencing purposes. The Seminar Room of the college is also equipped with smart board, computer, projector and screen for conducting competitive classes and webinars. Projectors and big screens are often used in Sudarshan Auditorium to conduct quizzes, online demonstrations, informative movies and documentaries etc. To keep our student and teacher's pace with the changing scenario, fully automated library is regularly updated with online resources, Inflibnet membership is upgraded and N-list, NAD, Shodhganga, Shodhsindhu and allied e-resources are provided free of cost. Institution has created its online repository. The institution encourages teachers to attend training programmes, workshops, seminars and conferences related to the ICT use or innovation in teaching-learning. All the faculty members are well versed with all the latest ICT tools and use the necessary ICT to prepare their e-lectures. All departments use PPT and multimedia to simplify the syllabus in a more meaningful way. The college has its own YouTube channel. The faculties use their own channels too. To benefit students all faculty members regularly share videos, PDF notes, and assignments related to course content on college's and personal **YouTube channel**. All the e-contents of the faculty members are arranged subject wise on the college website under '**Rajeev Gandhi e-Content Bank'.** Social media is skillfully used by the college faculty through Whatsapp groups of students formed by the subject teachers and mentors. Teachers use them for various purposes so as to streamline the process of learning with the help of a visual medium. Adoption of technology is the demand of the times. Hence, the college tries to embrace and cope with latest technologies.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<u>View Document</u>

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

Response: 73.02

2.3.3.1 Number of mentors

Response: 55

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

2.4 Teacher Profile and Quality

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

Response: 78.67

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<u>View Document</u>
List of the faculty members authenticated by the Head of HEI	<u>View Document</u>

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

Response: 76.95

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

2019-20	2018-19	2017-18	2016-17	2015-16
41	44	44	49	49

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

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

Response: 17.02

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

Response: 953

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document

2.5 Evaluation Process and Reforms

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

Response:

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

Grievance Redressal cell. Such issues are rare in nature. The process of internal evaluation starts at the classroom level. Subject teachers evaluate the preparatory answer scripts and return them to the students with the counseling classes on how to improve the answers. The University declares the result in due course of time. Students with the revaluation request or any dispute or doubt in the results, can approach to the Academic Section, who further takes the matter to Student Grievance Redressal Cell or Exam Committee. University also accommodates RTI's regarding checking and showing answer books in case of doubts even after revaluation.

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

Response:

University announces the exam dates in its academic calendar of events on the university portal. If there are any changes, the same is notified on the University website. The college Exam committee conveys the exam related notices through college website to students and parents. It is also displayed on college and departmental notice boards for students' information. To address exam related grievances both in theory and practical, College administration has constituted the Student Grievances Redressal Cell. The Convener of the Exam Conduct Committee also acts as the Convener of the Student Grievances Redressal Cell. The College along-with Examination committee ensures the hassle free and peaceful examination process by continuous alertness and proficiency. Academic Section of the college validate the admit cards after verifying the student's eligibility as per the university guidelines. In case of any mistake or error in admit cards, exam committee clarifies the issue after consulting the university Registrar or Controller of Examination of the University. The Examination Committee is responsible for the lawful conduct of exams. For that purpose, college appoints internal Flying Squads along with University appointed Flying Squad. The internal Flying squad assures a healthy exam environment barring mal practices. The Internal Examination Process Examination committee along with departmental heads prepares the timetable for term tests and preparatory tests. The two term tests are conducted for the purpose of internal assessment of the students during the session. After the evaluation of the answer scripts, tutorial or revision classes are conducted depending on the performance of the student. This activity enhances the slow learners' performance. For the transparency during the exam and curbing any malpractices college administration keeps strict vigilance through flying squad and discipline committee. University Exam result related grievances University announces its results and uploads on its website. After the announcement of results from University, if the result of a student has not been declared, the student submits her grievance to the college. The Examination committee verifies the fact and then the same is referred to the Registrar/ Controller of Examination of MGS University with relevant supporting documents for further process. The college examination committee immediately uploads the complaint on the university website portal also so that necessary action can be taken without delay. For each correspondence, the University acknowledgment for grievance complaint is maintained & the issue is resolved at the earliest depending upon the data availability at the university. The Follow-up of the complaint is given priority by the Exam Committee. After declaration of results there is also a provision of re-evaluation, for those who are not satisfied with their result outcome. By paying a prescribed fee for this purpose the candidate can apply online for re-evaluation of her answer sheet within stipulated time after the declaration of the result.

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

Institution displays its vision, mission, objectives, programme outcomes, programme specific outcomes and course outcomes on the website. The prospective students of BA first year and MA previous are provided guidance by teachers and discuss the CO/PO and PSO's. This helps them in selecting electives and extension activities offered by the institute. IQAC initiates the quality improvement program for each department. The subject experts from the University, BOS members, teachers discuss about the syllabus, its reach, contemporary market demands and how to enhance the teaching methods to cope up with it which provide the foundation to update programme specific goals. The alumni are invited at various events as chief guests, subject experts or mentors to interact with students and teachers. They share their experiences on how a specific course helps to shape their career and thus encourages aspirants to look positively towards the outcomes of programme. The alumni interaction helps the faculties to get the feedback on the program and course outcomes and improvise the same for new batches. Their feed backs and improvisations are then passed on to BOS and Academic Council members for relevant implementation. Institution conducts as well as encourages faculties to attend Workshops, Seminars, Refresher courses, and interactive sessions with the experts from the universities as well as field to make the course component more relevant. Every department projects the POs, PSOs & COs on the department Notice board. The students are continuously made aware of these outcomes. It also makes the teaching learning process more fruitful as students are aware of the relevance of the topic in their pursuit of knowledge. The faculty members discuss the program outcomes among themselves as well as other subject experts. The outcomes for all courses, programs and elective papers help the teachers plan the teaching of the subject content. The direct assessment of the POs and COs is monitored through their performance in the university exams and Internal exams. An indirect assessment of the fulfilment of these outcomes is done by the teachers after every unit test/ assignments/ Presentations to ascertain if the admitted students have been able to do what was intended when they were admitted to the course. The feedbacks are collected from the students at institute level as well as department level and at the end of the session the review is done on the achievement of the same.

The institute ensures the evaluative learning process by adopting following three pedagogical strategies

1. **Instructions**: Instructing the students during various stages of their under graduate/ post graduate studies

2. **Designing the learning unit**: Institute follows the syllabus prescribed by MGS University. Many teachers are member of BOSs of various subjects.

3. **Delivery and achievement of the course**: The student's academic, co-curricular, sports and outstanding performances along with the growing number of placements are the example of the programme specific outcomes.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Past link for Additional information	View Document

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

Response:

The College is the largest college for women in Bikaner Division. The employability skills and competence building are the primary objectives of curriculum design and delivery in the institution. The graduate and PG programmes prepare the students for job opportunities in central and state government services and private sector. The process of attainment of COs, POs and PSOs starts from writing appropriate COs for each course of the program from 1st to 3rd year in a degree program. The course outcomes are written by the respective faculty members. Each CO is written to assist students to clearly identify the expected outcomes. The course outcomes written and their mapping with POs are reviewed by IQAC, a committee of senior faculty members. Any lacuna found is rectified in the next academic year. The learning process of students is facilitated by congenial academic environment prevalent in the campus. There is also focus on the holistic development of the students as the learning outcomes are aimed at inculcating values and ethics in learners and enhancing their interpersonal and communication skills. The overall performance of the students is adjudged through the result of their final examinations, as annual examination scheme adopted by affiliating university is followed. These results are reviewed right at the start of the new academic session and based on it necessary corrective measures are taken by the faculty to improve the performance and quality of students during the ensuing session and afterwards. It is difficult to know the coverage of COs question-wise as the question paper is set by the University and evaluated by different faculty members. Therefore, an indirect method is used for calculating the attainment of COs and POs by giving a questionnaire to the students to find out from them if they have learnt what they were supposed to learn in the last 3 years. Job placements and selection in different competitive examinations like SLET / SET, NET, RAS, IAS, etc. are also indicative parameters to analyze and rate students' performance & POs. Feedback forms for students, parents, teachers and stake holders are collected manually as well as through Google forms after completion of session and analyzed subsequently to improve course contents.

2.6.3 Average pass percentage of Students during last five years

Response: 93.92

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

2019-20	2018-19	2017-18	2016-17	2015-16
1201	1212	1218	1033	1022

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

2019-20	2018-19	2017-18	2016-17	2015-16
1244	1289	1283	1100	1133

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View Document</u>
Paste link for the annual report	<u>View Document</u>

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.31

File Description	Document
Upload database of all currently enrolled students (Data Template)	<u>View Document</u>

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 2.55

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	2.55

File Description	Document
List of endowments / projects with details of grants	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

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

Response: 8.93

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

Response: 5

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

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

Response: 0.95

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	1

3.1.3.2 **Number of departments offering academic programes**

2019-20	2018-19	2017-18	2016-17	2015-16
21	21	21	21	21

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

The College was established in pre independence era. Till 1992, it was a UG college with limited research opportunities. Presently it has PG in five programmes (**English, Political science, Public administration, Economics & Home Science**). Though the substantial research work is being carried in these streams, the research activities are limited in other departments. Efforts are being made continuously to initiate research in other subjects where post graduate teaching is yet to be initiated. The teaching is oriented towards encouraging the quest for inquiry and finding solutions, learning to observe, receiving the information gathered by others, think critically and interpret on the basis of evidence to derive conclusions. Some of the course curriculum contents are also based on research formulation, execution, and interpretation especially in Post graduate classes. Home –science department has incorporated job-oriented syllabus that enhances the entrepreneurship skills of the students. The management of the institution takes initiative for creation and transfer of knowledge. It provides platform for excellence in academic, innovation and research so that the students get motivated and develop fundamental skills for newer research. In the last five years, 10 students have been registered for Ph.D, 02 students awarded the Ph.D degree. **81 research papers in various journals and 61 books/chapters in books/papers in conference proceedings** have been published by the faculty members. The faculty members are required to regularly upgrade their knowledge and enhance their teaching and research skills through Orientation, Refresher and FDP programmes. The faculty members are also encouraged to participate in State / National / International level Seminars / Symposia / Conferences/Webinars to gain experience of the research paradigms in their respective fields. Several textbooks, reference books, books related to literature and competitive exams have been written by the college faculty. The faculty members have been taking responsibility as resource person in many training programmes, conferences and seminars. Extension lectures are organised from

time to time by eminent resource persons who are expert in their fields and also known as 'motivators'. Students are encouraged to interact with them freely. Moreover, the institution is providing exposure to students by organising excursions to the 'Centers of Excellence' in scientific and social research, situated in the city like National Research Centre on Camel, URMUL dairy, Institute of Agriculture and Business Management (SKRAU) , Central Arid Zone Research Institute, Food Processing Units, Water Filter Plants (Indira Gandhi Canal Project) etc. Efforts are regularly directed towards strengthening laboratory and computer facilities in all the departments of the College. The College has a rich automated library with adequate number of relevant reference books and journals. The college has subscribed the **INFLIBNET** (e-library). Computer and Internet facilities are available in CCF, NRC and respective departments. Thus through these kinds of research and skill development activities, the students as well as the faculty are benefited and it enhances the critical thinking skills.

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

Response: 4

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	2	0	0

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during last 5 years	[View Document](#)
Any additional information	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 1.75

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

Response: 7

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

Response: 4

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	
Any additional information	

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 1.37

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
7	14	18	16	26

File Description	Document
List of research papers by title, author, department, name and year of publication	
Any additional information	

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

Response: 0.15

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	3	2	1	2

File Description	Document
List books and chapters edited volumes/ books published	
Any additional information	

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3.4 Extension Activities

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

Response:

Holistic development means preparing the students to cope up with the complexities of life and develop their intellectual, mental, emotional, physical, spiritual, social abilities etc. For this purpose, every year college organises co-curricular activities connected to academic curriculum. Throughout the session, college also organises number of extra-curricular activities. These activities enhance the qualities of leadership, self- discipline, self- recreation and self-confidence as well as endure for overall personality development of the students. Students Union is functional in the college which is elected in a democratic manner every year as per the guidelines of the state government.

In order to inculcate the value of cleanliness, every year NSS students take part in cleanliness activities in the college premises and also visit various localities to create awareness towards the sense of cleanliness among local people. On the occasion of 150th birth anniversary of Mahatma Gandhi, week long activities such as posters, charts, rangoli, slogans, banners making/writing were organised under Swachch Bharat Abhiyaan. To instil eco-friendly practice among students, the college organises plantation programmes. To motivate students Paryawaran Mitra Puraskaar has been started. For preservation of birds and animals, different activities such as hanging bird feeders, arranging water pots and constructing shades are practised.

Blood donation camp is organised every year. Students and Faculty members participate in donating blood propagating the message of saving life and humanity. Every year college organises Human Rights Day to bring awareness about basic human rights. From time-to-time college organises Health Camp and programmes related to female health and hygiene so that students know the importance of health and hygiene.

Voter awareness programme (SVEEP), Cancer awareness programme, Constitution day, Youth week, Salute to martyrs, Qaumi Ekta week are also organised . During the Covid period students were motivated to make masks at home and distribute in their locality. People were made aware of the threats relating to Covid 19 virus and necessary precautions to be adopted. Road safety week was organised and free helmets were distributed to make students aware of road safety rules. To inculcate the healthy habits in students, yoga, aerobics, mediation activities are organised every year.

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 341

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

2019-20	2018-19	2017-18	2016-17	2015-16
84	62	71	70	54

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

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

Response: 34.89

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

2019-20	2018-19	2017-18	2016-17	2015-16
1125	1398	1493	1418	1325

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 1

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1	0	0

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 1

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The College accommodates around four thousand students studying in UG, PG, and Ph.D. Programmes. The campus is spread in 24510 sq.mts. of land which facilitates excellent infrastructure for teaching learning process, career progression and higher education. All the departments are equipped with the necessary infrastructure to meet the ever increasing requirements with adequate number of class rooms, seminar halls, laboratories and sufficient space for hosting all academic activities. The College has separate blocks for different faculties – Arts, Science, Commerce and Computers. The main building comprises of Arts and Commerce faculties with spacious and airy class rooms. The campus has a separate Home Science Block, a Life Sciences Block, Chemistry Block, Physics Block, Music Block and GPEM Block. The Science departments are provided with adequate space to house laboratories and equipment. There are separate staff- rooms in each department for faculty members to concentrate on teaching and research work. Every department has an office room with sufficient staff (clerical, technical and support) to assist the teaching–learning & research activities of the department. Every department is equipped with computer and internet facility. The zoology department houses an animal museum. The botany department has a botanical garden with rich vegetation comprising of herbals, xerophytes and a pond with hydrophytes.

Hostel – The college has well equipped hostel in a nearby campus spread in 8031 sqm area with 69 rooms to house 80 students. There is a separate warden house and matron's residence. It boasts of hygienic dining facilities, common room with TV and internet, an auditorium, play grounds, lawns and gardens. At present the hostel facility has been suspended temporarily (for last four years) due to damage to the building. The process of repair is underway.

The college ensures that there are adequate toilet facilities for staff and students. All the blocks house proper, airy washrooms / toilets for students. Safe drinking water facility has been provided in all the blocks with water coolers and filters. The college has huge water storage tanks with sufficient water storage capacity. There are four water tanks with a capacity of 1,65,968 Liters water. These tanks are situated at various places in college, i.e. near Room no.7 (40766 Liter capacity); opposite Physics Lab (78385 Liter capacity); behind Home Sc. Room 1 (30150 Liter capacity); between Chemistry and GPEM lab (16667 liter capacity). The institution has a 5 KW generator to combat power cut situations. Ten fire extinguishers are installed in various places that are prone to fire and accidents.

Infrastructure includes

1 Class-Rooms -35

2 Office Rooms -06

3 Auditorium- 01

4 Seminar room- 01

5 Practical Labs- 17

6 C.C.F. lab -01

7 Common Staff Room- 01

8 Girls Common Room- 01

9 Language Lab- 1

10 Network Resource Centre- 1

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

The campus is equipped with an auditorium to conduct seminars, conferences and major cultural events of the college. The auditorium is fitted with audio-visual facilities for intellectual pursuit and quests and spectacular shows. The auditorium "Sudarshan Sabhagar" is constructed in 40x100 feet area. The auditorium has the capacity to accommodate approximately 600 students. The auditorium has a beautiful ambience that attracts the visitors. In addition it is quite an airy hall, having many windows on both sides that are a source of light and air. The hall is also furnished with LED lights and fans. The stage is of 15x40 feet area that is an ideal size for various performances. There is a central sound system installed permanently in the hall that makes it convenient for the students to use it throughout the year. It also has an underground green room and a balcony. Apart from this there is an open stage to host various programmes.

A well-equipped department of music houses several musical instruments which are used by the students to horn their musical talents. Music rooms are also made available for music classes and practice sessions.

The campus provides students health centre, common room, canteen with student support services such as facilities for typing and photo copying. The spacious and well laid-out canteen allows students and staff to relax and enjoy the delicious dishes offered there.

The college has a well-equipped sports room with facilities to play indoor games like Chess, Table Tennis & Carom. There are 4 play grounds for outdoor games like Volley Ball, Basket Ball, Badminton and Kabaddi. The sports room also has a gymnasium with tread mill, exercisers, weight training equipment etc.

1 Canteen 01

2 Playgrounds 04

3 Women's Hostel (Separate Campus) 01

4 UGC Room 01

5 Women Cell 01

6 Health Care Centre 01

7 Career Counseling cell 01

8 Student Union Office 01

9 NSS Room 01

10 NCC Room 01

11 Open Stage 01

12 Botanical Garden 01

13 Temple 01

14 Sports room 01

15 Rangering room 01

16 Video Conferencing room 01

17 Rajeev Gandhi Vidyarthi Seva Kendra 01

18 Examination room 01

19 Scholarship 01

20 Zoology museum 01

File Description	Document
Paste link for additional information	[View Document](#)

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

Response: 8.57

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 3

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

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

Response: 42.93

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

2019-20	2018-19	2017-18	2016-17	2015-16
4.28	30.41	18.44	57.95	23.98

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

Library is automated using Integrated Library Management System (ILMS)

 • Name of ILMS software = G-library by Gayatri software

• Nature of automation (fully or partially) = Fully

• Version = 2.5

• Year of Automation = 2018

Library as a learning Resource

"No possession can surpass or even equal a good Library, to the lover of books. Here are treasured up for his daily use and delectation riches which increase by being consumed and pleasure that never cloy." John Alfred & Landford

The above quote emphasis's that a library is store house of Books- books of all kinds and on all subject under the sun. In the college library students not only get their subject book but also gather information related to current events and burning issues. To cater to the needs of the students and staff there is a library committee. All the regular students of the college are registered in the library. Two library cards are issued to each student. They can get the books issued after every fortnight and return the previous ones for smooth rotation of books among students. Undoubtedly the college library is the boom to the student as most of them come from the rural background and poor economic status. The well-equipped library for students has total 69006 books, out of which 44917 are general books, 20913 books under UGC head, 1302 Books under RUSA head, and 1874 books under SC quota.

News Papers Journals and Magazines: "A library in its catalogue and physical disposition of its books on shelves is the monument of literary genres." Our library subscribes to practically all the important Newspapers, Magazines, periodicals, and journals which represent the endeavours, achievements and glory of writers, statesmen, scientists, philosophers and saints. Fortunately, our library subscribing to practically all the important Newspapers, Magazine, periodical and journals.

News Paper: 1- Rajasthan Patrika 2- Dainik Bhaskar 3- Danik Navjyoti 4- National Rajasthan 5- Jansatta 6- Punjab Kesari 7- Economic Times 8- The Times of India 9- Daink Yugpaksh

Magazine : 1- Outlook 2- Aaha Jindgi 3- Competition Success review 4- Frontline 5- Grah shoba 6- Hansa 7- India Today (Hindi Version) 8- Kadambani 9- Meri Sahali 10- Nirogdham 11- Pratiyoogita Darpan 12- Roaders Digest 13- Rojgar Sandesh 14- Sarita 15- Vigyan Pragati 16- Women's Era 17- Vanita

The College library is neat and clean and with comfortable furnished chairs and tables, adequate lighting arrangement and a librarian to help and guide the readers, all these factors make the place a veritable sanctuary foot for the most serious and zealous students. Undoubtedly the college library is a boon to the students, as most of them come from the rural background and poor economic status. The library is provided with grants per year by State Government and UGC. The library is equipped with computer & internet facility and a photo copier machine. All these factors make the place a veritable sanctuary fit for the most serious and zealous students.

File Description	Document
Upload any additional information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership

4. **e-books**
5. **Databases**
6. **Remote access to e-resources**

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

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

Response: 0.35

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.20	0.28	0.34	0.55	0.36

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

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

Response: 0.61

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

Response: 25

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The augmentation and updating of IT facilities in the college is reflected in the following:

The establishment of the Central Computer Facility (CCF- Raj Comp Laboratory): This laboratory developed with the collaboration of Raj. Comp. Jaipur, is furnished with an Overhead Projector, 11 Computers, printers (Laser and DMP) and a scanner. The Lab has a 5 KVA UPS as power backup. All the computers in the lab are networked through LAN. The infrastructure available in the institution contributes to the effective ambience for curricular, co-curricular and extra-curricular activities. The CCF lab is open to all the regular students of the college. The lab is utilized for Online Admission Process. A Network Resource Centre has been established where Under Graduate students avail computer and Internet facilities. The Language Lab with 10 computers and all the supporting software has been established to accelerate language learning for students. The institution has deployed adequate high-end technology for effective ICT-enabled teaching and learning in classrooms. There are three rooms with smart board facility. These classrooms are used for teaching, seminars and workshops. The video conferencing room in the college is used for virtual meetings with the Commissionerate College Education and District Administration. The college has installed 8 numbers of 512 Kbps, one number of 5 Mbps connectivity and one number of 2 mbps connectivity through NMEICT project of GOI. One unlimited broadband connection and a BSNL leased line has been laid down extending into various blocks and Departments. The bandwidth is > 50 MBPS. The college also has Bharat Fibre connection of 300 mbps. There are 82 CCTV cameras installed in every nook & corner of the college. The monitor is placed in the Principal's Chamber for continuous observation. The college has more than 60 computers and Laptops in various departments and offices including the above-mentioned labs. Various computers are networked through LAN. Biometric machines are installed for monitoring attendance of the staff. Other infrastructural facilities include LCD Projectors, scanners, printers (laser, DMP) and Audio-visual aids. The College is maintaining pace with the growing demand of technology.

IT in Admissions: The admission module on the college website provides an essential link and information regarding online admission process. Prospectus on the website gives information related to subject combinations, academic calendar, admission policy and code of ethics.

IT in Financial matters: Paymanager Portal, PFMS module & E-GRAS are used for disbursement of Salaries, Scholarships and other payments. E- Tendering module helps in procurement of goods & items and placing orders.

IT in Administrative Procedures: Various Government and citizen apps and modules on SSO give access to the facility of property return, provident fund, profile of employees and also applying for leave. Faculty service records are updated and are available on IIHRMS and HTE portals.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 75.77

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

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

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 6.56

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

2019-20	2018-19	2017-18	2016-17	2015-16
5.53	3.58	5.14	2.89	2.71

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response:

The college is dependent on the government in structure, system and policy but enjoys the operational freedom. The college has a systematic mechanism for maintenance of all the physical facilities. Various committees are constituted for effective planning and implementation for the maintenance of physical facilities. The **college building and maintenance committee** monitors the quality of maintenance of existing infrastructure, equipment & proposes other requirements. The State Government, CCE, and RUSA allocate funds for maintenance. The proposals for other requirements related to maintenance are submitted to the **Mahavidyalaya Vikas Samiti** and sometimes also to the Alumni Association or donors. Governing and Monitoring bodies in the form of the **Board of Governors (BOG)** and **Project Monitoring Unit (PMU)** are functioning for monitoring the progress of the projects funded by **RUSA**.

Beautification and cleanliness of the campus is regularly monitored by the committee formed for the purpose. College has set up separate dustbins for collecting solid and liquid waste. Sanitary Napkin

Vending Machine with incinerator is also installed in the college. The damaged furniture, black boards and glass boards, if any is either repaired or replaced urgently by new one. We have 35 classrooms used by the faculty according to general time table of the college. Stock verification of departments and library is done every year by members appointed by principal. Record of verification is kept by the store keeper and items mentioned unserviceable are auctioned through the procedure mentioned in GF& AR.

Canteen: The college has its own canteen run on annual contract basis which provides quality food items at affordable rates. Canteen Committee regularly reviews its rate and monitors the hygiene and quality of the food.

Laboratory: The College has 17 Laboratories of various departments. Equipments are procured according to Government's Finance & Accounts rules. The In-charges, Support Staff and Lab Assistants of each department monitor the maintenance of the lab. They help and support the students during practical lab sessions. Lab equipment are strictly inspected by lab assistants and faculty before the commencement of practical classes and examinations. The Instruments are used in the presence of faculty. First aid boxes are available in all the departments. Funds procured from State Government, Lab development fee and RUSA are utilized for lab maintenance.

Library: Library facilities are available for students and faculty during working hours. Maintenance and utilization of library resources are done strictly following the library rules. There is a separate block for library which includes reading hall, separate rooms for reference and rare books. The maximum period of lending the books is fourteen days. The students can access the reference books in reference section. The whole library is facilitated with Wi-Fi network, computer & photo copying facility and is completely automated. The librarian not only monitors but also maintains the library infrastructure, funds, and utilization of funds. Mutilated/damaged/obsolete volumes are written off following due procedure. Binding is done whenever required for damaged/important books. Strict discipline is maintained in library. Mobile phones/Food/drinks/ Bags/personal books are not allowed in library.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 111.54

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4518	4467	4228	4273	4164

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

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

Response: 0

5.1.2.1 **Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

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

following

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

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Link to Institutional website	View Document

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

Response: 19.52

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

2019-20	2018-19	2017-18	2016-17	2015-16
976	1130	596	568	555

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

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

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

Response: A. All of the above

File Description	Document
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.61

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
6	2	10	6	10

File Description	Document
Upload any additional information	[View Document](#)
Self attested list of students placed	[View Document](#)
Details of student placement during the last five years (Data Template)	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 73.11

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 878

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Details of student progression to higher education (Data Template)	[View Document](#)
Any additional information	[View Document](#)

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

Response: 12.01

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, *etc.*)) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
34	5	2	1	1

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

2019-20	2018-19	2017-18	2016-17	2015-16
78	61	49	56	42

File Description	Document
Upload supporting data for the same	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 32

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

2019-20	2018-19	2017-18	2016-17	2015-16
12	3	7	6	4

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

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

Response:

Institution facilitates students' representation and engagements in the following levels

Administrative Level Participation – Students are actively involved in the statutory committees like MVS, IQAC, Women Cell, YDC, SVEEP, Grievance Redressal Committee etc. A Student Induction Programme (Earlier - Orientation) is conducted in the beginning of every session, where they are informed about the functioning of the college and their role. The college conveys the students that it's a golden opportunity to develop their overall personality. Democracy finds its roots in the educational institutes also. To acquaint students with democratic process a student's union is formed through student's election every year. Student's union is formulated and functions according the guidelines of the Lyngdoh committee. The orders and notifications of the State Government are followed strictly for the election of students' council. The direct elections are conducted for the posts of President, Vice- President, General Secretary, Joint Secretary and Class Representative. Indirect elections are held for the posts of Treasurer, Cultural Secretary, Literary Secretary and Games Secretary. The constituted Students Union takes necessary participation in the administrative activities and in academic and developmental activities as well. The President of Students' Union, is an Ex-Officio member of 'Mahavidhyalya Vikas Samiti (MVS). The president proposes various works of students' welfare and protects the rights of students. The students' union also works as connecting network between the college administration and the students. It provides students' responses and feedbacks; represents the student's grievances and issues and ensures immediate solution to the problems.

Truly, students' union helps students to engage in a concrete partnership with all the stakeholders in functioning of the college.

Co-curricular and Extracurricular Activity Participation - The union takes important part in organising 'Tarang', a cultural week, devoted to cultural and extra-curricular activities and competitions. 'Tarang' is an excellent platform for students to explore their hidden artistic talents and demonstrate their capabilities. Cultural Secretary plays an important role in these events. The sports week is organized for

the students in which games secretary enacts pivoting role to encourage the participation of students and teams in intra & inter-college tournaments. Truly, students' union helps students to engage in a concrete partnership with all the stakeholders in functioning of the college. Students' participation is visible in activities like NCC, NSS, YDC, Rangering, Community-Connect programme etc. The PG departments also organize departmental activities like seminars, quiz, departmental tours and excursions in which the students actively participate. It's an opportunity for them to give back something to their institute and society by developing their personality. In NSS activities like workshops, rallies, or other social events our students are actively involved in the effective planning and implementation of the events. NSS camp planning and execution can be quoted as the best example of students' involvement. Simultaneously, NCC & Rangering units are other models of students' participation in our college where so much productive work is done in the their disciplined programmes.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 27.2

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
34	27	29	22	24

File Description	Document
Upload any additional information	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

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

Response:

The ambience of an institute can be judged by its alumni. Alumni are assumed to be the brand-ambassadors of any institute. The successful alumni are a set example for coming batches. There is a registered alumni association in the college **(Reg No 248/bika/2009-10)**, that offers a strong and life-long relationship among the disciples and the institute. The students of the college are settled at various places around the world. Ex-students of different batches assemble, enjoy, remembering their past and make plans for better future of the alma mater by attending meets arranged by the Alumni committee from time to time. Presently there are more than 400 registrations in the alumni. Those who are in government sector and are placed on higher positions are laureates for the future generations. The success list of the college alumni is overlong and versatile. Students from college are well placed in administrative fields, politics, banking, legal services, and teaching profession. There is a long queue of students here in the college's series of achievements. There are some names in this sequence that are the pillar of our society. Our oldest alumni Dr. Prabha Bhargava, retired Professor, college education is still active social worker. Dr. Indu Sharma, Retired Principal, Dr. Krishna Tomar, Retired Principal, Dungar college, Dr. Neelam Raisinghani, Retired Jt. Director, DCE, Dr. Sushila Ojha, Mrs. Shashi Chugh and Mrs. Sudha Acharya are the well-known names who have been working for the women empowerment. Ms. Siddhi Kumari, MLA of our region has established her supremacy in the field of politics. In the field of adventure Mountaineer Dr. Sushma Bissa, the Himalayan Lady, Tanushree Pareek, the First Woman Combat Officer of BSF are the proud alumni of the institute. Dr. Neeraj, Dr. Priyanka Singh, Dr. Swati Singh, Dr. Mani Bhargava, Dr. Samidha Johri and many more are associated with the noble profession of medicines. In the field of education also there is a long range of students who are associated with teaching in various universities, colleges and schools. Some of them are Dr. Pragati Sobti, Dr. Santosh Kanwar, Lalitha, Rashmi Bhatnagar, Swati Pareek, Dr. Vinita Rajpurohit. Software Engineer Rachna Gaur, Jyoti Rathore are also pride alumni of the college. The alumni also proved their talent globally. Kusum Daga is working in IT sector in U.K., while Priyanka Chaudhary [s a lawyer in U.S., The participation of students here in the field of arts and culture is also commendable. Internationally acclaimed famous folk dancer Mansi Panwar's name does not need any introduction. Apart from this there is a long list of artists, Pallavi Panwar, Kalpana Sharma, Shachi Joshi, Dr. Rani Sharma, Akashvani and Doordarshan artists Kaushalya Maru, Manisha Godara. And this list does not stop here, success links are added every year and the series gets longer. Last but not the least a large number of educated homemakers are also the pride alumni who are contributing significantly through family resource management and educating future generation in their homes.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

The college was established and has been sincerely marching ahead with the following vision:

- To empower women through quality education
- To inculcate strong cultural and social values in aspiring minds
- To make youth realise their potential in different fields

The objective of governance and leadership implemented in the institution is typically to meet Mission, Vision, Goals and Objectives. The College has a defined organisational structure for effective decision making and execution of responsibilities.

Governance: The College comes under the Commissionerate of College Education Rajasthan, Jaipur and governed by the policies and directives of state government by the Commissioner, College Education. The Principal as the head of the institution is responsible to implement the policies and directives. The Principal leads effective execution of annual plan. The principal decentralizes duties and the senior faculty members are in-charges of three main components viz. Establishment, Accounts and Academic to shoulder various administrative responsibilities. The in charges of various departments and cells/committees are responsible for the functional activities of their respective work. The annual appraisal form is the criteria to appraise the performance of employees, which covers their working, behaviour towards weaker section and overall performance. Regular meetings of the Mahavidalaya Vikas Samiti (MVS) and stakeholders play a significant role in overall governance viz. planning, deployment, monitoring and execution of agendas pertaining to development, teaching, social responsibilities, and innovative practices. The governance, leadership, and management of the college aim towards consistent improvement and upliftment of the standards depending upon the available resources. Performance evaluation, promotion of leadership abilities, imparting quality and relevant knowledge and mobilization of resources are the steps taken to regulate good governance, leadership and management.

Participation of teachers and students in decision making bodies : College promotes participative management in decision making by constituting committees with both teacher and student as members. Committees are framed in order to cater to every aspect of learning, teaching, administration, cultural, sports and overall development for both staff and students. The constitution of committees for specific purposes clearly reflects effective governance. More than 50 committees are framed at the beginning of every academic session. Starting from deciding the work plan, conducting co-curricular and extra-curricular activities and skill development programmes, teachers have been given freedom for effective execution of various activities, thus supporting participative involvement in decision making.

Perspective plan of the institution:

1. To intensify activities for the holistic development of students through well planned extension activities

2. To strengthen National Values and intensify NSS and NCC wings.

3. To sensitize students and create more awareness in current social issues like Swachh Bharat, AIDS, COVID-19 and "Beti Bachao Beti Padhao".

4. To Strongly support women empowerment activities including sexual harassment elimination and to strengthen Grievance Redressal Cell.

5. To meticulously implement COs, POs, PSOs as per current needs and for complete attainment with more than seven decades of service in promoting quality education, perspective plan of the college is to work for offering quality education with diverse skill-based courses.

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

Response:

The participative management and decentralization of the work is reflected primarily in the constitution of various committees and their effective contribution in smooth functioning of the institution

A case study: UG and PG Admissions: The admissions to UG and PG programmes are done as per the guidelines set by the Commissionerate, College Education, and Jaipur. Admission committee headed by the Principal comprises of Nodal officer, Convenor and members of the committee (both teaching & non-Teaching). The institution publicizes the admission notification. Online applications are invited and full transparency is maintained.

- The UG and PG Nodal officers coordinate between the Commissionerate and the institution for the queries regarding admissions.
- The Convenor (one each for Arts, Science and Commerce faculty and all PG departments) is responsible for the admissions in that particular discipline/ Department.
- The committee scrutinizes and verifies the forms online within the stipulated time frame.
- Merit lists and waiting lists are prepared for both UG and PG programmes as per the seat matrix for the college and reservation policy of the government.
- These merit and waiting lists are published and displayed on the notice boards of the institute
- Document verification is carried out by the committee members within set time frame.
- After that final list of the admitted students is generated and published.
- If any seats remain vacant, the same process is repeated as per the guidelines.
- The lists of final admitted students are published on college website and notice boards.

Administration

There is a separate Section for General administration of the College whose incharge is a senior faculty member. The Additional Administrative Officer is the supervisor of this section. There are three sub-sections

1) Service-related matters of teaching staff;

2) Service-related matters of non-teaching staff and

3) Receipt and despatch.

These three sub-sections are looked after by Assistant Administrative officers/ Junior Assistant.

There is a central Store looked after by Storekeeper and supervised by a committee of faculty members. There are stores of different departments also. The stocks are physically verified every year by committees formed for the purpose.

Academic

- Academic section is headed by Additional/Assistant Administrative officer supported by Junior Assistants. The distribution of Mark Sheets/ Degrees, forwarding of the Examination forms to University, maintaining the students' record etc. are done by this section. .
- Time-Table committee frames timetable of the college catering to all UG and PG classes and their sections. This timetable is then allotted to respective teachers by the Head of the Departments. While framing the timetable, norms of stay and number of periods prescribed, are taken into consideration.

Financial

 A separate Accounts section headed by Assistant Accounts Officer supported by Assistant Administrative Officer and a cashier bears the responsibility of finance and accounts of the College. A senior faculty member is the incharge of this section.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

A concrete methodology is a must for the consistent growth and development of an organization. To attain its objectives and aims, the College has a perspective plan for the overall development and is effectively working for implementation of the plan. Some of the strategic planning areas include maintenance and augmentation of infrastructure, teaching and learning, human resource management, research and innovation, student welfare, student participation and representation in governance and outreach to connect with the society. The institution, being the oldest one in the field of girls' education in the region, holds its significant place. The number of students is continuously growing and this has posed an increase in the demand to enhance the infrastructure facilities. Advanced ICT and Wi-Fi have also become a necessity.

After 2nd cycle of NAAC, college administration seriously worked upon the recommendation of NAAC.

As per the future requirements, top priority was given to the construction of new class rooms and renovation of auditorium and laboratories.

• A total grant of Rs. 2,00,00,000 (Two hundred Lakhs) was sanctioned under RUSA scheme as infrastructure grant to the college during the assessment period.

• The initial DCF was prepared by the college and sent to SPD- RUSA cell, Commissionerate, College Education, Jaipur for approval.

• Under new construction, RUSA grant was utilized for laboratory buildings (RS 30,00,000), class rooms/Academic buildings (18,00,000) and common room/ canteen/ sports facilities (22,00,000).

• A part of the budget was utilized for the renovation work – toilets (3,00,000), laboratory (10,00,000), library (7,00,000) and auditorium (50,00,000).

• A total of Rs 60, 00,000 was spent for the procurement of books/ journals (Rs 4.77, 702), Wi-Fi & ICT facility (Rs 3257877), automation and digitization of library (Rs 524169), laboratory equipment (Rs 994082) and furniture (Rs 746170).

• In its continuing pursuit to enhance infrastructure, the college has submitted a requisition for 10 class-rooms from MP/MLA LAD fund and BHAMASHAHs. Proposal for renovation of hostel building is also in pipeline.

Future Plans:

The institute always heads forth development and enhance credentials of the students. Providing education at minimum cost, it becomes a liability of the institute to preserve the available resources and to make improvement in facilities for students at the campus. Hence, there are some future plans in this direction:

- Looking at the need of environment conservation, the institute plans to install a 20 KW Solar plant, which will minimize the electricity bills and maximize the reliable energy. Procurement of a generator is also incorporated in future plans.
- Increasing enrollment of girls in the institute for higher studies demands more class rooms and various laboratories. The college plans to construct the same in addition to the maintenance of the existing infrastructure. Infrastructure development is also included in the future plans.
- To ensure good quality education and research, computers and networking facilities have become a basic requirement. Although IT facilities are provided to students in the campus, the college aims at improvement in existing provisions to ensure access to technology to each faculty and student.

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

Response:

Government Maharani Sudarshan College for Women, Bikaner is regulated by Commissionerate, College Education that is headed by the Commissioner. The Principal is the head of the college. The College is affiliated to Maharaja Ganga Singh University, Bikaner, which frames the curriculum followed by the college. All the rules and regulations related to examinations are decided by the University. The selection of staff is a transparent process. The recruitment of teaching staff is done by Rajasthan Public Service Commission, and postings are given to the selected candidates by the Commissionerate of College Education. The office and support staff is recruited through Government policies. Some of the staff like Security guards, Gardeners, 'Safai Karamcharis', Computer operator etc. are appointed through College development committee. The regular promotions of the employees are done on the basis of recommendations made by the Departmental Promotion Committee based on specific guidelines framed for the purpose. The policies set by the State Government and the affiliating University are followed in a systematic way. The service rules followed are under Rajasthan Service Rules. The college is a UGC recognised college and eligible under 2(f) and 12(B) to receive financial help from UGC. There are three major sections in the college namely Academic Section, Establishment Section and Account Section. The staff members include teaching staff, office support staff, Librarian, Laboratory Assistants, Electrician, Pump driver, etc. Various Committees are constituted for day to day functioning of the college.

File Description	Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The institute provides schemes for staff welfare. For teaching and non-teaching members the group insurance scheme, the benefit of Rajasthan Pensioner's Medical Fund, along with gratuity and pension are provided for superannuated employees. There has been a welfare council (Staff Club) of non-teaching staff

and teaching staff separately. Leaves are being granted as per Rajasthan Government leave rules. The female staff is allotted maternity leave for 180 days twice and childcare leave for 730 days in the whole service period. The male staff can avail 15 days of Paternity Leave (Maximum twice in the whole span of his service) The faculty members are encouraged to participate in orientation and refresher courses, workshops, seminars, and conferences (National/International), OTS trainings etc. to update them and further benefit the students. Faculty Development Programs are also organized for the staff to help them learn various skills. NSS, NCC and Rangering conveners also get benefit from various training and orientation programs. There is a provision of 15 Special Casual Leave in a session for seminars, conferences, and academic purpose. Study leave for maximum two years for higher studies are also permissible.

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 33.02

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

2019-20	2018-19	2017-18	2016-17	2015-16
68	9	4	6	7

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

The performance of every employee, whether teaching or non-teaching, is appraised by the Principal and reviewed by the competent authority on annual basis covering various aspects of working/ behaviour and overall performance. This helps in assessing the overall conduct of the employee. The records are kept in the office of the Commissionerate to be reviewed by Departmental Promotion Committee (DPC) at the time of promotions. The proforma for self appraisal for teaching and non-teaching comprises of the following: For teaching and non-teaching staff: The '**Reportee' office**r fills in a proforma at the first step, wherein he/she classifies the work undertaken under "**Key result area", "Targets" and "Actual achievements".** The reportee also submits the details pertaining to any special work executed/carried out.

At the second step the '**Reporting Officer**' judges and rates the work carried out by the reportee under six criteria

(i) Output of work

(ii) Leadership qualities

(iii) Analytical ability

(iv) Management ability

(v) Decision making ability

(vi) Ability to take initiative.

At the third step, the '**Reviewing' authority**, the Commissioner then finally gives the overall rating, which then is conveyed back to the reportee who is now the 'Accepting' officer. Only for teaching staff:

In addition to the above proforma, the teachers have to fill one more proforma which comprises of individual details related to:

1.Academic qualifications

2.Teaching experience

3.Teaching proforma of the session including information related to classes taken, subjects/papers taught, aids and tools used, tutorials , seminars, fieldwork undertaken, sessionals etc.

4.Examination results of all the classes

5.Publication details

6.Research Supervision

7.Participation in co-curricular and extra-curricular activities

8.Any other contribution

9.Points of satisfaction/dissatisfaction and suggestions pertaining to Curriculum, teaching, examination, student service etc.

The teaching and non-teaching staff has been evaluated and appraised annually by the Principal or head of the institution, wherein he comments on the overall behaviour and performance of the employee. The reportee is evaluated on the works that include result, curriculum, extra-curricular activities, teaching methods used during the year, students' feedback etc.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Institution conducts internal and external financial audits regularly of their government and MVC

accounts.

Internal Audit

? The institution has its own internal audit mechanism, an ongoing continuous process in addition to its external audits. Internal audit is also regularly done by a committee of two faculty members.

? This team does a thorough check and verifications of all vouchers, supporting documents, records and books, e-statements of the transactions that are carried out in each financial year including budget estimations, utilizations, cash transactions, bank reconciliation statements, test cheque and verification of the events happened in the area of financial managements.

? The details of the financial accounts are maintained by the Accounts department headed by the Assistant Accountant Officer (AAO).

External Audit

? Audit from the Commissionerate / local fund audit department of State government checks and verifies the accounts on a regular basis. Any shortcomings/objections raised by the Audit are settled as per rules and policies. Audit is also carried out regularly by Auditor General, government of India. A proper record of financial support received and utilized under various heads is maintained. A Chartered Accountant, who is hired for college audits the allocation, distribution and expenditure of funds received by Mahavidhyalaya Vikas Samiti, in the end of each financial year.

? The funds received are utilized as per the government norms. All purchases are made as per GF&AR norms of the state government.

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

Response: 0.51

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0.51

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Any additional information	View Document

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

Response:

? Being a government college, the institute receives grant from the state government. UGC is a major funding agency providing grants for construction, infrastructure development, purchase of books and equipments, maintenance of building and updation of laboratories up to 2017 under the XII Plan. Form the year 2018 onwards the development of Infrastructure of the college is done by the fund of Rs. 2 crores sanctioned under the scheme of RUSA. The fund was allocated to the college under three major heads construction, renovation, and Furniture and equipments with the objective to develop basic facilities in the college. Project Monitoring Unit (PMU) and Board of Governors (BOG) strictly monitored the expenditure as per the proposal sent to the State Project Directorate, Rashtirya Uchhatar Shiksha Abhiyan (SPDRUSA). Any deviation should be informed and sanctioned earlier by the SPDRUSA prior to implementation.

? State Government allocates specific amounts every year under various heads like Salary, Office Expenses, Maintenance, Lab grant, T.A. and Medical etc. This fund was utilised according to the guidelines and procurement of the equipments and items was done according to the Rajasthan Transparency in Public Procurement Act,2012 and Rules, 2013 (RTPP Act).

? The institute also generates its own funds through Mahavidhyalaya Vikas Samiti and donations. Received funds are properly allocated for the purpose meant and utmost care is taken for their proper and maximum utilization.

? Various national and state level scholarships and fellowships are allotted to deserving students.

? Local MPs and MLAs also give their contribution as per requirement.

? The college alumni also donate for welfare of college.

6.5 Internal Quality Assurance System

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

Response:

The Internal Quality Assurance Cell (IQAC) was set up in the year 2013, by the institution, after the recommendations of the NAAC Peer Team Report of First Cycle and as per the guidelines of UGC XII

Plan. Since its establishment, the cell is functioning as a scanner and monitor for quality education and advancement of the institution. To regularize the quality matters IQAC is playing a significant role in the college administration. The composition of the cell is also according the guidelines of UGC. It comprises the Principal as its Chairperson, including five senior teachers, one senior administrative official, two external experts, and one Director/ coordinator who plays the role of the member secretary.

The IQAC has been working to enrich the goals of sustenance and quality enhancement. The institution does not enjoy internal autonomy and is governed by the rules and regulations prescribed by the state government and affiliating university. Hence, the prime responsibility of the cell is to propose and oversee the diverse practices and activities that are imperative for achieving the goal of quality education. IQAC gives suggestions for the enhancement of quality education and upliftment of facilities and these are followed and implemented carefully. As per the suggestions and recommendations of Peer review committee of both the cycle the IQAC ensures following points:

- The needs of students that come from diverse backgrounds are fulfilled.
- To develop learner centred environment.
- To provide proper placement opportunities to the job-oriented, deserving students.
- To ensure the progress in academic performance, student feedback is collected on a regular basis and evaluation is made accordingly. Shortcomings are listed and action plan is formulated to overcome the flaws.
- Student counselling bureau has been established which advices students as per need and guides them regarding latest achievements and new field of endeavour.
- IQAC encourages the Use of ICT pedagogy for better learning environment and also ensures that proper facilities have been provided to the faculties for the same.
- To concentrate on the applicability and materiality of scholastic and research programmes.
- As per the recommendations of first and second cycle the IQAC also works on optimisation and incorporation of advance teaching- learning methods.
- The cell monitors that the infrastructural facilities and available resources are utilised in a proper way.
- The cell also prepares the Annual Quality Assurance Report (AQAR) that works to fulfil the parameters of NAAC.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

On the recommendations and suggestion of peer review committee in the second cycle, the college has made improvement in various fields. Establishment of IQAC, after the recommendations of peer review committee in the first cycle, has been done with this purpose. Professional courses are not a part of main curriculum, hence, it has become a challenge for the institute to create job-friendly environment for the students. The IQAC reviews and examines the teaching-learning strategies and works vigorously for

improvement. In order to provide education to more and more students, Rajasthan government has kept minimum fee structure so that students of all classes can be benefited. The fee structure is very much affordable. Exemption of tuition fee for girl students enables larger number of students from weaker sections to avail higher education. The under privileged student community members are supported through financial support system. The college adheres to the policies of Commissionerate, college education regarding online admission process. The scholarships are provided by social welfare department and by UGC. Special infrastructure facilities are also provided to different physically challenged students.

The IQAC also ensures maximum participation of students in the teaching learning process. IQAC efforts for upgradation of quality teaching learning process, academic research, innovation in pedagogies and effective training.

Following the recommendations of peer review committee in first and second cycle the IQAC follows the below stated measures for reviewing teaching learning process:

- Elementary Computer Science and Environment Studies, the two compulsory subjects ensure the exposure of students towards knowledge of technology and awareness of environmental issues.
- Student Progression is determined on the basis of percentage of passing students. If pass percentage is below to average level, the IQAC ensures the improvement in next session.
- Extra classes or remedial classes are taken by individual teachers for the weaker students.
- Various skill development courses and activities have been introduced in the institute and the IQAC monitors these courses for adding up opportunities for students in future.
- The Women cell of college promotes activities in favour of students and conducts programs regularly for awareness in various social issues and problems related to women.
- Along with classroom teaching the college arranges co-curricular activities throughout the year to enhance creative and critical thinking in the students.

Methodologies of operation: -

- Feedback Forms- the college has designed various feedback forms for students, teachers, parents, alumni to advice on every aspect of development. The valuable suggestions received through feedback forms are helpful in framing future strategies.
- All the departments prepare academic calendar as per the syllabus. Seminars and tests are conducted time to time to prepare students for research in future.
- ICT facilities are available in college to make teaching more effective and to make students familiar with use of technology.
- The college website reflects the learning outcomes. Based on the discussion with the faculty, programs are offered with combination to the students for students' support.
- The central library of the college is facilitated keeping in mind the advancement of academic environment. Besides, all the departments have individual departmental libraries.
- The whole campus is now Wi-Fi enabled and the departments also have access to computers and Internet. The students also have access to computers and internet.
- The library has access to Inflibnet by which faculty and students of the college can access books and journals online.

The extension of IT, infrastructure and other learning resources have been augmented since the last accreditation to keep pace with the changing technology. Some of the post accreditation quality initiatives include:

- **Establishment of Raj Comp computer Facility (CCF)**
- **Library Automation and Inflibnet Facility**
- **Development of Video Conferencing Room**
- **Development of Water Harvesting system**
- **Installation of Solar Lights in the campus**
- **Wi-fi and internet facility in the campus**
- **Development of Smart Classrooms**

Increasing role of ICT in the day to day working of College. Online admission process, Application, and disbursement of Scholarships through SSO, Service records uploaded and updated on IIHRMS and HTE Portals. Salary on Pay Manager, SIPF, GPF withdrawal on SSO. IPR is online through SSO. Payments through PFMS etc. are the few examples of application of e-governance in the administration of the college.

6.5.3 Quality assurance initiatives of the institution include:

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

Response: D. 1 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	<u>View Document</u>
Paste web link of Annual reports of Institution	<u>View Document</u>

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Since its inception, the college has been playing a vital role as a torch bearer in the field of women education. Girls' education is a strategic development priority of the government with its motto **'Beti Bachao, Beti Padhao'**. The institution practices gender equity through following measures -

• **Safety and security of the students is the topmost concern of the institution.** This is assured through -

- Surveillance network with 24x7 monitored CCTV.
- Rotational duty by all faculty members for discipline and security.
- Adequate number of security guards.
- Stringent Anti-Ragging and Anti-Smoking rules.
- Awareness campaigns on women's safety and gender sensitivity through debates, rallies and camps by NSS and NCC student volunteers, Rangering, YDC, Human Rights cell and Women Cell.

• Regular counseling of students is done through Women Cell, Grievance Redressal Committee, Human Rights Cell, awareness drives against female feticide by NSS & NCC, debates and guest lectures organized on issues like gender bias, women rights, awareness against sexual harassment, etc.

• Some of the subjects are having Curriculum and Coursework which address gender issues.

• A common room for girls with adequate facilities is there

• Sanitary pad vending machine with incinerator has been installed.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Link for annual gender sensitization action plan	[View Document](#)

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

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid

4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	[View Document](#)

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

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

Response:

The college generally does not generate any hazardous waste in any manner. However, the college strives to generate minimal waste & tries to reduce the use of plastic wherever possible. College administration has declared the entire campus as **" No plastic zone"**. Cleanliness drives are run through NSS units of the college regularly.

• The college has solid waste disposal bins placed at various locations in the campus like classrooms, faculty rooms, administration blocks, computer lab, library, corridors, washrooms, common room etc. Solid waste from various laboratories like broken glass beakers, test tubes, rubber tubes etc. are disposed off in these bins which is then collected by government agency like Nagar Parishad.

• The institution has provision for Compost Pits.

• Use of pesticides & other harmful chemicals in the garden has been replaced by adopting organic methods of gardening wherever possible.

• In order to dispose of the fumes, labs are equipped with exhaust fans.

• Mild chemicals are used for cleaning and maintaining the campus. Old newspapers, old files, old home assignments etc. are given for recycling to external agencies.

• Liquid Waste generated from the washrooms is drained through the municipal sewage line.

• To reduce the carbon emission, LPG gas burners are used instead of gas plant based on coal/diesel/ wood in the chemistry and Home Science department.

• Computers, printers, LCD projectors etc. become outdated after few years due to advancements in technology. This E-waste is sold to scrap merchants for further processing after adopting due process.

File Description	Document
Any other relevant information	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

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

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

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

Response: C. 2 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	[View Document](#)
Any other relevant documents	[View Document](#)

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

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

Response: D.1 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Disabled-friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: B. 3 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

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

Cultural week "Tarang": Every year cultural week Tarang is organized comprising of literary, cultural and sports activities like debate, extempore, poetry, dance, drama, nutritious recipe competition, rangoli making, mandana making, best out of waste, indoor and outdoor games.

NSS Camps: Every year three one day camps and a one-week camp is organized keeping focus on activities like plantation, campus cleanliness, awareness campaigns, donation of cloth, educating children and women in nearby community for communal, cultural, socio economic harmony, gender sensitization and mask making & distribution during COVID19 pandemic.

NCC: NCC cadets participate in republic day parade representing our region. National days, birth anniversaries of national heroes are celebrated with great enthusiasm. socio-cultural awareness & enrichment, communal harmony are their prime objective.

SVEEP (Systematic Voters' Education and Electoral Participation): Student and staff participate in various activities of SVEEP to create awareness about the "right to vote" among local people. Rangoli competition, slogan writing, poster making pledge for vote, candle march, rallies etc. are some of its important highlights.

Sports: Besides keeping fit and healthy sports also helps in inculcating values of communal harmony, discipline, and teamwork. Our student participates in various sports events organised at intra-college, inter-college, university, divisional, state and national level.

Rangering: Our rangers have participated in wall climbing adventure camp, State level disaster management camp and State level Rashtriya Sadbhawana camp. Rangers contributed significantly during COVID19 pandemic.

Women Cell: A girl's task force has been framed, motivated and oriented to play a more responsible and sensible role towards women issues. Films based on social, cultural, communal and environmental issues are regularly screened by women cell.

Eco club: With the motto "Save environment and you will save life and future" an eco-club is functioning effectively for the green campus. To reduce the carbon footprint, solar lights have been installed in the institution.

Book bank: To provide ample opportunities for the underprivileged students, there is a provision of book bank which contains 20900 books. Scholarship: Scholarship for meritorious students, weaker economic background students and minority students are being provided by state and central government.

Ek Bharat Shreshtha Bharat (EBSB): To help students understand and respect cultural, regional and communal diversity, the institution is successfully implementing the EBSB program of the government. Its various activities include screening film, quiz, poster making, fancy dress, dance, drama, cooking competition to know the cuisine of sister state (Assam).

Community Book-Bank – As per Guidelines and Directions from CCE, Jaipur, College has developed a Community Book Bank. The Faculty members and outgoing students donate books for the needy students. Books are donated by the faculty members to other Colleges also.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)

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

Response:

The constitution of India is an inclusive constitution of the largest democracy of the world. By common

endeavour of students and staff, the institution promotes understanding of values, rights and duties laid down in our constitution. The college encourages students to know about our fundamental duties and rights, human rights related to peace and non violence, awareness about the right to information, right to education and several other constitutional features which help in effective governance giving them a deep insight into the framework of our constitution. Students union and their election give a glimpse into the process of democracy at an early age. Debates, Posters, Essay writing and Drawing competitions are some co-curricular activities to promote constitutional awareness. The preamble of the constitution is displayed on the main gate of our college lest students might miss it. We celebrate 31st October as National Unity Day and 26th November as Constitution Day without fail, encouraging maximum participation from students in the activities aforementioned. These activities go a long way in inculcating love for our nation and respect for our leaders who dedicated their lives to make India achieve its past glory, giving a message of peace and non violence to the world, as well as maintain unity in diversity. As Sardar Vallabhbhai Patel has said "**Manpower without unity is not a strength unless it is harmonised and united properly and then it becomes a spiritual power**".

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

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

Response: C. 2 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	[View Document](#)
Code of ethics policy document	[View Document](#)

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

Response:

As a part of holistic education, celebration of national commemorative days, events and festivals is an integral part of the activities of the college. The students and staff participate in these events with enthusiasm. Rajasthan is well known for its festivals and cultural heritage. The college helps the students to connect with their cultural roots by inculcating the importance of Indian culture and heritage. The students are made aware of the contribution of great people to the society through these celebrations. The college also celebrates and organises "**National Flagship Programmes**" initiated by State and Central governments. The institution pays tribute to the national heroes by remembering and organising their birth

and death anniversaries through extension lectures, rallies and various competitions. The college also organises activities on the days of national importance to imbibe high moral and nationalistic values among the growing minds of the students which is helpful to boost their professional and personal attitudes. The Human Rights cell, NSS, NCC, Cultural Committee, PG departments and staff club are actively organising events like

• Republic Day – 26 th January

• Independence Day – 15th August

• Human Rights Day – 10th December

• Constitution Day – 26th November

• National Literacy Day – 8th September

• Hindi Diwas – 14th September

• Qaumi Ekta Diwas– 19th November

• UN Day – 24th October

• National Yoga Day- 21st June

• World Environment Day- 5th June

The Birth and Death anniversaries include those of Mahatma Gandhi, Swami Vivekananda, Dr. B R Ambedkar, Pt. Deendayal Upadhyay, Pt. Jawaharlal Nehru etc. Apart from these, some other important days of our cultural heritage like Guru Purnima, Navsamvatsari, Makar Sankranti, Teachers' Day, Science Day are also celebrated with great zeal and enthusiasm. The college achieves its aim to embolden the talent of the students and to let them emerge as well-aware and responsible citizens.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	[View Document](#)

7.2 Best Practices

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

Response:

Best Practice 1

Title of the practice

WOMEN EMPOWERMENT

"Empowering a woman empowers the next generation"
The college endeavours to create and disseminate knowledge **"Knowledge is Power"**, and impart liberal, modern, sound and quality education to women, especially from the rural strata of the society by providing the quality education.

The college has entered its 75 th year of inception. During the course of these long years, the college has been front runner in accomplishment of the mission and objective of promoting and empowering the women education in the region. The biggest challenge and need of the hour is to get employment after completing the education.

THE CONTEXT
Women constitute the total strength of the college. The majority of them come from drought and famine ravaged rural areas, where miserable conditions of utter poverty, illiteracy, ill -health and superstition take hold of their lives.

This is the only government college in the region which is exclusively for women. The college caters to the needs of a very vast area of severely arid north west Rajasthan. The social stigma attached to co-education does not encourage girls to pursue higher education in a co-education institute. In this context providing women education, guidance for employment and training for self employment is in itself a distinctive and noble cause. All this is done without any tuition and coaching fees.

THE PRACTICE
The institution is a PG college for women governed by state government. It is affiliated to the MGS University Bikaner. The college presently offers UG programme in 22 subjects and PG programme in 5 subjects. The college follows the calendar prescribed by state government and syllabi formed by the university to which it is affiliated. Accordingly, theory and practical examinations are conducted as per university rules and regulations.

Skill development and Pratiyogita Dakshata classes are designed in the benevolence of students to accommodate them in various fields in this competitive world. Students registered are from within the college and from outside the college, who aspire to be a part of government sector and preparing for the same. The teaching staff is well qualified and they are teaching various topics beneficial for students in competitive exams such as IAS, RAS, NET, SLET, Bank entrance, other RPSC exams. **The faculty is involved in teaching without any remuneration**.

The college has organized several productive programs so far extensively under women cell, NSS, YDC for the overall development. Medical camp for girls for the treatment of women – related health problem are organized by doctors. Programs on the importance of sanitization and personal hygiene are also run from time to time. For this two vending machines and incinerators are installed in the college. Self defence through judo karate, Yoga and meditation for mental health and fitness, debates, sessions and discussions with NGO's, police officials to acquaint the students on human rights, local visits to industries and seminars for personality development are other major activities.

Evidence of success
The success is evident in the high pass percentage of students of the college. Every year the students of the institute feature in the merit of the university in various subjects. The students of the college participate and win the district/division or state level competitions in sports, drama, music, debates, quiz etc.

The former students of the college are placed in very high positions. The list of successful college alumni is everlasting. They belong to every field, be it education, administration, judiciary, defence, social services or entrepreneurship. **Tanushree Pareek** is serving the country as First Woman Combat Officer of

BSF. Mountaineer Sushma Bissa is a renowned name in field of adventure. **Vibha Bisht** and **Kaushalya Maru** are famed artists of Akashwani and Doordarshan, whereas **Mansi Panwar** and **Pallavi Panwar** are international folk dancers. Many of the students here are now adorned as Assistant and Associate Professors in the same college. This indicates the quality education in the college. College offers pratiyogita classes for preparation of competitive examinations. There are 976 students registered for these classes that include college students and girls from outside the college.

The courses are quite beneficial for the students and helps them in selection in the earlier mentioned courses.

Problems encountered and Resources required

Though the institute is a PG college, it offers only 5 PG courses in Arts faculty. The need and demand is for more PG subjects and UG Courses are also needed like Geography, Computer Application, Physical Education and Fine Arts. The college administration and student unions time and again keep sending demands of this effect to government.

With adequate publicity and continuous encouragement, still the number of registered students for Pratiyogita dakshta classes and skill development courses need more encouragement.

Ensuring the all – round support and participation of rural students in the programs is a challenging task.

Best Practice 2

Title of the Practice

Environment conservation for Next Generations

Objective of the Practice

The College not only believes in developing values but also in providing solutions to meet new needs and maximizing its educational objectives. The teaching learning environment and extension activities are mapped and carried out with an objective of instilling sense of social fulfillment and responsibility among students. "**Save the environment & you will save the life & future**", keeping this motto in mind Eco club was established in the college in the year 2008-09 as per the direction of the Commissionerate, College Education with an aim to inculcate environmental awareness and evolve a spirit of Eco-friendliness amongst not only the young students but also in the minds and hearts of the entire staff of the institute.

The Context

It is said that "**conservation starts with education**". This has been firmly rooted in the curriculum and extra and co-curricular activities of the college. The environmental awareness has been embraced by the institute and this awareness has been passed on by the faculty to the students and the generations to come. In the challenging extreme environment of Rajasthan, the institute is putting all its efforts in keeping a green and clean campus. Helping the environment and preserving the available resources is the dictum of the college. Institutional values & best practices of the college are reflected in its teaching, results, research, student progression and all its endeavors of social relevance. The biggest resource available for implementing these provisions is the students of the college. College faculty and students are encouraged and given knowledge to sustain natural resources and enhance its quality. To reduce vehicular pollution faculty and the students are motivated for sharing of vehicles & using bicycles. Adequate gardening tools, implements, machines and accessories have been procured and issued for ibid purpose. Sufficient waste bins have been placed with in the campus & wheel barrows have been acquired and are being utilised accordingly.

The Practice

- Various measures are taken to reduce & reuse solid waste to make our campus eco-friendly. For this, dried leaves & decaying organic material is collected and buried in different pits, dug at various corners in the periphery of the college. The compost fertilizer formed, as a result of this is adequately used for the trees, plants and garden areas.
- Energy efficient LED lights and solar lights have been installed at various places in the campus (in place of regular bulbs).
- The institute conducts awareness programmes to educate the students regarding the benefits and methods of energy conservation.
- The staff and students switch off fan and lights when not required. All the air-conditioners are maintained at above 24 degree Celsius temperature.
- In dry climate like Bikaner, where there is a scarcity of rain or natural resources, it is mandatory to preserve whatever it has. Rain (roof) water harvesting system is a popular method for water preservation. Rain water harvesting system has been installed wherein rain water is channeled to the existing underground wells. This enhances the underground level of water which is used for different purpose in the college.
- The college strives to generate minimal waste & tries to reduce the use of plastic wherever possible. **College administration has declared the entire campus as " Plastic Free Campus".**
- The college has many solid waste disposal bins placed at various locations in the campus. Solid waste like broken glass beakers, test tubes, rubber tubes etc. are thrown in these bins which is then collected by govternment agency like Nagar Parishad.
- Use of pesticides & other harmful chemicals in the garden is replaced by adopting organic methods of gardening wherever possible.
- In order to dispose the acid fumes, chemistry labs are equipped with exhaust fans.
- Mild chemicals are used for cleaning and maintaining the campus.
- **The college has been declared as "No Tobacco zone".**

Evidence of success

- **Plantation** :- Time to time volunteers & Eco club plant trees & saplings in the campus in order to make campus green & conserve environment. NSS also arranges plantation in the campus.
- **De-addiction Drive** :- Under the impact of de-addiction drive in India, NSS volunteers organized an online poster competition for the purpose in which a large number of students participated. Posters are placed at various locations in the campus indicating it a Tobacco Free Campus.
- **Clean India Drive** :- The college runs cleanliness drive in the campus throughout the year. It is a responsibility of every student to keep the campus clean. In addition every year NSS organizes cleanliness camps in and near by campus, thus making the drive successful & meaningful.
- On 2 nd Oct. every year NSS organizes Plogging Run (Pick up trash including plastic to clean the road & side walks) thus making the campus clean & plastic free.
- **Rain Water harvesting Tank** - Four tanks for the purpose were built by PWD under Mukhyamantri Jal SwavalambanYojana costing approx. 24 lakhs rupees.
- **Eco Club** - An eco club has been incorporated & kept in place for the development of the beautification of the college which is successfully imparting the importance of preservation of environment and nature in its base form. Secondly, the activities carried out under the aegis of eco club have brought a pleasant sea change in the college campus, which is now abundant with trees, climbers and twiners, flowering and ornamental plants, hedges & Lawns.

Problems encountered and Resources required

- In the barren land of Bikaner and the hot Desert environment it is not easy to grow and maintain the plants. The lack of rain water is another issue. In the summer the heat is immense and for the survival of greenery a lot of water is required, which is a major barrier in developing a green campus.
- Difficulty in keeping pace with expensive technology with limited resources is again a major barrier.
- The limited area of the college restricts the growing needs for enhancing physical and environment related standards of the college.
- Students and their parents need to carry conservative attitude as lacking the motivation towards conservation retards the efforts of the institution. The students should be motivated about environment conservation.

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)

7.3 Institutional Distinctiveness

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

Response:

"You educate a man, you educate a man. You educate a woman; you educate a generation" - Brigham Young.

Women are the real architects of society. Educate a woman, empower nation and the human community. When girls are educated their countries become stronger and more prosperous. The vision, mission and objective of the college clearly point towards the value based education based on the curriculum of the affiliating university, combining it with the core values.

The institution has a large number of students from the nearby rural areas which are good in talent and knowledge. The learned staff identifies their talent, knowledge and learning ability and encourages them in their pursuit of higher education. Slow and Advanced learners are identified through the process of internal evaluation. Slow learners are guided through special classes for improvement in weaker subjects. Advanced learners are strengthened by providing extra coaching of competitive exams. Dakshta classes are also run as per government guidelines. Learner-Centric Course design, vast choice of elective papers at UG as well as PG level, are encouraging the students to participate in extra- curricular activities.

The focus is on **skill development, career oriented programmes, industry visit and industry - academia interaction.** The institution offers subjects such as Home Science and GPEM which foster entrepreneurship skills amongst students. Special emphasis is given to practical knowledge such as dress

designing, bakery, catering and marketing through organising food stalls, food preservation workshops, bakery skill workshops, printing, tie & die etc. NCC, NSS, YDC, Rangering, Woman cell etc. provide stage and dais to students for development of academic as well as professional, cultural, social consciousness, alertness and responsiveness. Various eminent personalities are invited to guide on several issues related to health, sanitization, awareness about rights and duties, especially domestic violence and laws related to them, yoga for mental health and physical fitness and karate for self-defense. Workshops and seminars on contemporary issues enrich students and add to their personality. Spoken English, photography, how to face interviews, time management, soft skills, learning through self-help groups, stitching skills are some of the other areas which soup up the skills and talents of the growing minds.

"We want the education by which character is formed, strength of mind is increased, the intellect is expanded and by which one can stand on one's own feet". This quote of swami Vivekanand holds true in our perspective. We are proud to say that our students are holding prestigious positions in various administrative, defense, education and private sectors. Many of our alumni are reputed entrepreneurs.

In addition to preparing the students with core competencies to face the global challenges, believing that **"skills are of less value in the absence of appropriate value systems"**, the college strives in making students adopt right attitude, understand and contribute to the socio-economic development and welfare of the society. The college is contributing to the development of nation by capacity and character building of the students. The college takes lead in serving the society and in inculcating those values in the minds of young generations and imbibing in the required qualities to make an honourable living in the society.

Through NSS, NCC and Rangering various activities are organised to help the society and to inculcate the sense of service in the students. These activities include - blood donation camps, medical camps, participation in plantation programs, awareness programs on 'swachh bharat mission' theme, voter enrolment, no plastics, cleaning of college campus etc. organised by the college or the government.

A quality education has the power to transform society and give knowledge, skills and confidence to reach one's full potential. The NSS volunteers connect with the society by adopting a basti/ village and contribute to their upliftment through some programs such as 'Each One Teach One'. awareness campaigns, Nukad Nataks, etc. "Beti Bachao Beti Padao", campaign for female foeticide, drug abuse, road safety, donation of clothes and articles to the needy people are other noble acts- that add to the learning and feeling of association towards the society. The overall development of the student facilitates them with the conducive learning environment.

5. CONCLUSION

Additional Information :

The institute feels proud of having faculty and students of national and international repute. Many of faculty members are awarded at national and international platforms for their contribution in cultural and social spheres and excellent work in Rangering, NSS and NCC.

The institution is blessed with its high spirited and learned faculty under whose guidance the students hold merit positions in university exams at UG and PG level despite of social and family constraints that have been major causes or reasons for dropouts and low placement.

Self-defense training for girls is a pursuit of the college. Every year self-defense training is imparted to students by a well-qualified trainer.

During COVID-19 Pandemic NSS Volunteers, NCC Cadets and Rangers of the institute worked hard for the noble cause of humanity and distributed handmade and disposable masks and sanitizer kits.

The institute is glad to share that not only teaching staff but non-teaching staff is also committed for working side by side for the betterment and smooth management of the institution.

Concluding Remarks :

Maharani Sudarshan College for Women was established in 1946 by the last reigning Maharaja of Bikaner, Lieutenant-General Shardul Singh ji, who named it after his wife, Her Highness Maharani Sudarshan Prasad Kanwarji Sahiba. The college has completed 75 years of glorious and acclaimed journey of imparting low cost quality education to women of the region. The College has now become the largest Girls college in the whole division. With a B++ grade in I cycle and B grade in II cycle by NAAC- UGC, the college stands as quintessence of women education. Since II cycle A&A the college has marked significant growth and expansion in terms of acedemics, sports, cultural, research, infrastructure, ICT and library componets. The college has made quantifiable and verifiable progress and headway and is well prepared to be evaluated.

Hence, the SSR.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.3.2	**Average percentage of courses that include experiential learning through project work/field work/internship during last five years** 1.3.2.1. **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
2	2	2	1	1 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
---	---	---	---	---
2	2	1	0	2	 Remark : Data edited as per provided document.
1.3.3	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year** 1.3.3.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 9 Answer after DVV Verification: 10 Remark : Data edited as per provided document.
2.3.3	**Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)** 2.3.3.1. Number of mentors Answer before DVV Verification : 56 Answer after DVV Verification: 55
3.1.2	**Percentage of teachers recognized as research guides (latest completed academic year)** 3.1.2.1. **Number of teachers recognized as research guides** Answer before DVV Verification : 5 Answer after DVV Verification: 5 Remark : Edited based on excluding repetition.
3.3.1	**Number of Ph.Ds registered per eligible teacher during the last five years**

3.3.1.1. **How many Ph.Ds registered per eligible teacher within last five years**
Answer before DVV Verification : 7
Answer after DVV Verification: 7

3.3.1.2. **Number of teachers recognized as guides during the last five years**
Answer before DVV Verification : 8
Answer after DVV Verification: 4

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

3.3.3.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**
Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
10	13	15	17	6

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	3	2	1	2

Remark : Considered books & edited volumes with ISBN / ISSN numbers.

3.4.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

3.4.3.1. **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**
Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
84	63	71	70	54

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
84	62	71	70	54

Remark : Data edited as per provided document.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	2.5	50	17.5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4.28	30.41	18.44	57.95	23.98

Remark : Figures arrived from Page no. 2 of the supporting clarification document provided through the link, which is certified by Principal.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0.20	0.51	0.34	0.55	0.36

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0.20	0.28	0.34	0.55	0.36

Remark : Data edited as per provided document.

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

4.2.4.1. Number of teachers and students using library per day over last one year
Answer before DVV Verification : 31
Answer after DVV Verification: 25

Remark : Data edited as per provided document.

4.4.1 — **Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years**

(INR in lakhs)

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
8.056	3.58	7.64	52.89	20.21

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
5.53	3.58	5.14	2.89	2.71

Remark : Figures arrived from Page no. 2 of the supporting clarification document provided through the link, which is certified by Principal. Figures provided for 4.4.1 included figures of 4.1.4 & hence reduced.

5.1.1	**Average percentage of students benefited by scholarships and freeships provided by the Government during last five years** **5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
4035	4006	3926	3683	3680 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
4518	4467	4228	4273	4164	
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5.1.4	**Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years** **5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
976	1132	596	568	555 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
976	1130	596	568	555	
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5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural**

activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
35	28	36	18	6

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
12	3	7	6	4

6.4.2	**Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)** 6.4.2.1. Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs) Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
88.10399	94.29653	79.98572	80.28738	68.13792 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0.51 | Remark : Considered only grants accounted in the Receipts & Payment statement certified by Auditor & counter signed by Principal.
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7.1.5	**Green campus initiatives include:** 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above
7.1.7	**The Institution has disabled-friendly, barrier free environment** 1. **Built environment with ramps/lifts for easy access to classrooms.**

2. **Disabled-friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Answer before DVV Verification : A. Any 4 or all of the above

Answer After DVV Verification: B. 3 of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of students year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4035	4006	3926	3683	3680

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4016	4061	3926	3683	3735

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
29.59	33.79	23.38	60.69	26.34

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
68.21	99.83	53.34	77.10	35.18