

# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**Government P.G. College Bayana, Bharatpur**

Weir Road, Bayana, Bharatpur (Raj.)

321401

<https://hte.rajasthan.gov.in/college/gcbayana>

Submitted

**To NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**FEBRUARY 2023**

# 1. EXECUTIVE SUMMARY

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## 1.1 Introduction

Bayana is an important cultural centre of Brij Region of Rajasthan State. Bayana is also known as Vijaygarh. It is a historical town in Bharatpur District of Rajasthan in India. Shripath was its name in ancient time. Bayana is located in small plain, between two hills range running more or less parallel to each other near the left bank of Gambheer river at the distance of forty-five km from Bharatpur.

Govt PG College, Bayana was established on 5th Dec 1991 by the govt of Rajasthan. It is located on the Weir Road Bayana. It is a small urban educational centre of tehsil Bayana.



The emblem of this college clearly reflects the vision philosophy and historical importance in the emblem one can see sprawling lotus in pond, in upper side a fort and on the bottom side inspiring quotes “*Tamso Ma Jyotirgmay*” (तमसो माँज्योतिर्गमय) is written in Sanskrit language.

This college is surrounded by a number of villages and hamlets. The majority of students of this college are from rural background. Many villages surrounding Bayana have 10+2 schools. As such catchment area of college is substantial. For the last few years efforts have been made to make higher education more lucrative. The strength of college has been increasing progressively. Most the students are from vicinity of rural areas and this college is imparting them value-based quality education for shaping their career for future.

This is co-education institute. This college was originally affiliated by Rajasthan University, Jaipur and Maharaja Surajmal Brij University, Bharatpur. Now it is affiliated by Maharaja Surajmal Brij University, Bharatpur. On graduation level college provides faculties related to arts, commerce and science. College also has faculties for Geography and Hindi literature for post-graduation level.

## Vision

**The college translates its vision into its activities-**

- By imparting quality education
- By establishing a number of cell and committees to celebrate quality related issues pertaining to higher education
- By fostering a vibrant atmosphere conducive to overall development of students

- By undertaking capacity building initiatives
- By identifying areas of cooperation/ collaboration with civil society and establishing a link with society in totality.

Hence, the vision of the college is to provide inclusive education for inculcating human values, professionalism and scientific instillation to the students of all section including schedule tribes, schedules caste: MBC, OBC, religious minorities and others with special focus on female students.

## **Mission**

**The mission statements of college are as follows:**

- To provide ample scope for multifaceted development to youth of this region irrespective of religion, race, caste, creed, gender and region.
- To provide quality higher education to students.
- To provide and promote inclusive education for all.
- To develop academic programs based on local/ regional / national /global needs.
- To pursue students centric learning mechanism for their self-development along with their skills development.
- To nurture students in such an environment in which they develop social awareness and be accountable towards their responsibilities

## **Objectives**

The objectives of the college are to work in the direction to achieve above stated vision and mission through its action plans and through conducting relevant activities. The college ensures that the vision and mission of the college is in tune with higher education policies of the nation by introducing modern, professional and career-oriented curriculum.

The college is offering the benefits of education to all, facilitating economic empowerment of students through higher education and skills development programs, paving the way for economic, social and educational empowerment of under privileged sections specially and society at large.

## **1.2 Strength, Weakness, Opportunities and Challenges (SWOC)**

### **Institutional Strength**

1. This is a co-education institution.
2. The college is enlisted by UGC under section 2(F)(F/8/64/2007/ CPP) of its act 1956 since 1st march 2007.
3. Faculty members of this college are highly qualified with experience in teaching possessing masters' degree in relevant discipline, M.Phil. And Ph.D.

4. The college considers its faculty members as a team and patronage them as a pillar of the institute.
5. The principal encourages and supports the faculties and make use of their knowledge and experience for consultancy services.
6. The quality of education is regularly upgraded and enhanced as institute emphasis on giving value base education.
7. Student centred education system is being adopted here with use of dynamic method of education.
8. College has an Eco-friendly campus with water rain harvesting plantation and use CFL.
9. College also has an ICT lab, a library, a study room and a separate room for girls and hygienic water cooler with R.O.
10. Students regularly participate in co-curricular activities like games, sports, NSS through various committees and cells such as women cell and YDC.

### **Institutional Weakness**

1. Most of the students are from rural background and are underprivileged.
2. Many students do not have mobile phones, ICT/Computer skills, and no connectivity with the internet.
3. There is lack of physical education teacher to develop sports facilities.
4. College is also severely suffering from man power scarcity. There is shortage of faculty members, non-teaching staff, ministerial staff peons etc.
5. There is also scantiness of convenience due to an unavailability of a bus stop near college.

### **Institutional Opportunities**

1. Post graduate faculties in Geography and Hindi literature.
2. Our college provides quality education to young students to transform them into empowered leaders of their holistic future.
3. New science faculty is started from the year 2021.
4. Faculties of the college were connected with the students even during pandemic by various resources on social media such as YouTube, WhatsApp.
5. ICT/Computer skills are provided to the first-time learning students.
6. Students are benefitted through guidance for competitive exams and career counselling provided by the college.

### **Institutional Challenges**

College is facing many challenges in optimum implementation of best practises because of

1. Remote location, Lack of convenience, manpower scarcity.
2. Lack of Internet facilities is one of the biggest challenges for rural area students.
3. As English is most spoken professional language in India, its requirement increases as a student needs English skills for communication during future career prospects.

4. There is also need for vocational and professional Courses to enhance placement chances.
5. Due to lack of many PG faculties, a student does not have chance to do research work and a faculty member who has an academic qualification to be a research guide is restrained due to dissimilar policies of affiliated university.

## **1.3 Criterion Wise Summary**

### **Curriculum aspects**

Government PG College Bayana is affiliated to Maharaja Surajmal Brij University, Bharatpur and scrupulously follows the curricula prescribed by the University. The annual system is implemented in all the UG courses- B.A., B.Sc., and B.Com. And PG courses- Geography and Hindi literature. The significant dimensions of curriculum design are to ensure appropriate development enrichment and effective implementation of academic programme.

Excellence and growth by way of adopting position systematic attitude towards the parties have the stake in institution. The vision of Govt. College Bayana is to provide inclusive education for inculcating human values, professionalism to the student of both sections including scheduled tribes, schedule castes, MBC, other backward communities, religious minorities and others will special focus on female students. The directorate calendar specifies the duration of the term and date of commencement. By ensuring the students to attend the classes, the teachers teach with zeal. In our college programmes like YDC, NSS, youth cell, women cell and students' council are some examples which ensure holistic development of the student. Study centre of Vardhman Mahaveer Open University, Kota (VMOU) has started in the session 2016-17. To ensure understanding about various social issues like cleanliness of community, health and environment issues, the student participate in outdoor activities.

### **Teaching-Learning Evaluation**

Student enrolment and profile is through newspaper, according to the dates notified by the director of college education, Rajasthan Jaipur. As per the instruction of DCE, seats filled as category-wise reservation on merit basis, in the context minimum and maximum percentage-no fix percentage. Merit differs college to college. Our mission is to provide the benefit of education to the lesser privileged and marginalized section (SC/ST/OBC/MBC). Govt. scholarship and other schemes are important tools for such student.

In teaching learning process as per the norms of DCE, subject wise teaching in allotted period for each teacher and students is followed during the academic calendar. The course syllabi determined by affiliating universities. Principal monitors teaching and learning in the college. In the programmes of NSS and YDC efforts are made to ensure the exposure of students for their future life. We use technologies to impart knowledge to the student with proper infrastructure. Specific lectures are organized to cater the needs of students and faculty. Faculty also participates in personal counselling such as-to address problems related to stress,

anxiety, examination phobia, peer-pressure and adjustment to changed environment and to help them for their specific needs in the field of study and career choice. college organize two terminal test and one pre university examination and of the DCE and the university, we adopt the policies of assessment.

## **Research, Innovations and Extension**

Ours is a small PG college with only two streams in PG out of which, Hindi Litt., recently implemented in current year. Therefore, the research activities have nothing to do with college.

Yet in the content of institutional mechanism to track students' involvement in various social movements/activities, the govt. college Bayana encouraged the student to participate in any one of extension activities such as NSS, Student council and Sports etc. College also organise cultural activities regularly for students. In cultural activities there are many competitions organized such as poetry competition, Mehendi, folk song singing, story writing, Slogan, Poster, Rangoli etc and other activities in with focusing on spreading social messages in the students. College also conducts basic computer and internet classes with main focus on ICT enabled services, physical fitness awareness programme, tree plantation, blood donation camp (with NSS) women issues like women empowerment, gender equality, health and hygiene, lecture on environmental pollution and health.

## **Infrastructure and Learning Resources**

In physical facilities –As per requirement we manage infrastructure to ensure effective teaching and learning. In available facility, there are 12 traditional classrooms, one smart lab, one Geography Practical lab, one library with separate study room, and an exclusive girl's common room with all facilities, etc. A Sports complex in the college is now a stage of completion. It includes volleyball court 24\*17 metre and basketball court of 30\*17 metre. College has separate rooms for all faculties. Spacious and airy classroom invite the student to peruse their intellectual learning and growth. College has a beautiful garden with fountain. Importance of health for students and staff is imparted through the lectures delivered by the experts at regular intervals. College has also arrangements for the first aid medical care for the staff as well as students. Inside the campus categorically we do not possess many facilities, however, we have Grievance Redressed cell, women cell and placement unit in college.

Library as a learning Resource – we have formed an advisory committee which works under the guidance of principal and fulfil the demand of library users. Our college is small, the students and teacher get the books and returned them as per schedule. Weeding out process is also adopted at regular interval of years to update library. There is also a new ICT laboratory which is equipped with 22 computers, Lan communication and LED along with white screen.

## **Student Support and Progression**

By and large no major changes are incorporating ever year, however the modifications and changes are shown in newly published prospectus. As per Govt. instructions following types of scholarships are prevailing in our college, such as Post-Metric Scholarship, Mukhyamantri Post-Metric Scholarship, Devnarayan Scooty Scheme, and Medhavi Chhatra Scholarship. Most of the college students are benefitted regarding the above schemes. Our college provides Accidental insurance facilities of Govt. to each student, computer literacy programme and have an important place in sports.

Students participate in popular race, jump, wrestling, kabaddi and other sports. Over the years we have won many medals in these games. One of our students has won Gold medal in Weight Lifting at university level. Except 'Student Guidance Cell' we do not have other platform to cater the needs for their academic and career development. In the context structure mechanism for career guidance-A 'Placement cell' is formed for students. We have a Grievance and Redressal Cell, resolving the students' problems, but we have not registered such grievances. College has established an Anti-women Harassment cell comprising senior women faculty member and student representatives. In the content of Anti ragging committee, we have a committee monitoring such cases but no case has been registered in our college. The student guidance cell and lectures of distinguished persons by the help of YDC motivate students for further employment. College has a 'Student Union' consisting of 4 members chosen through an open election process. They are President, Vice President, General Secretary and Joint, Secretary. They also have participation in different committees like, discipline, cleanliness, hospitality, etc. As per the govt. norms we have ensured the active participation of students in college development committee, NSS, and sports and in various other wings.

## **Governance, Leadership and Management**

The college is situated in a rural area who belongs mostly to ST, SC and MBC in the categories. This vision is pursued by the administrative staff of the college and efficient governance through inspired leadership. The principal, faculty members, office staff and IQAC work together to ensure the smooth functioning in the college.

College provides proper educational background to the student as to make them independent and hardworking in different walk of life to achieve the respective goal with human values. We follow the policies of Govt. and university to design and define our objectives. In nutshell, in framing different policies and plans, wherever it is required, we ensure the involvements of all the stakeholders along with the students and faculty members to achieve our goals. To achieve our goals and proper implementation and improvement of different plans and policies we have 'college development committee' which is fully empowered to meet the objectives. To accomplish the various jobs, we have different committees in the guidance of principal which coordinate with each other to flourish the job. All the employees of the college perform their duties as per the govt. norms and rules. ACRs submitted by staff members to the principal are the only yardstick to evaluate the performance of the staff.

IQAC and college development committee help in effective planning and implementation of institutional policies. Principal and accountant took after the finances of the college. As it is the govt. college, financial assistance is given by the govt.

### **Institutional Values and Best Practices**

The institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. There is also a code of conduct for students and staff members which ensure equality barring any indiscrimination on social economic status.

#### **Best Practices of the college-**

**Environmental awareness-** The College has taken the initiative to create awareness regarding the importance of environment conservation and its role in sustainable national development among students, faculty and society.

**ICT Introductory class-** As most of students are not aware of the world of internet and its benefits, College has taken initiative to introduce the student's basic knowledge of this world.



## 2. PROFILE

### 2.1 BASIC INFORMATION

| <b>Name and Address of the College</b> |                                                                                                           |
|----------------------------------------|-----------------------------------------------------------------------------------------------------------|
| Name                                   | GOVT PG COLLEGE BAYANA, BHARATPUR                                                                         |
| Address                                | WEIR ROAD BAYANA, BHARAPUR                                                                                |
| State                                  | RAJASTHAN                                                                                                 |
| Pin                                    | 321401                                                                                                    |
| Website                                | <a href="https://hte.rajasthan.gov.in/college/gcbayana">https://hte.rajasthan.gov.in/college/gcbayana</a> |

| <b>Contacts for Communication</b> |                          |                                 |            |             |                         |
|-----------------------------------|--------------------------|---------------------------------|------------|-------------|-------------------------|
| Designation                       | Name                     | Telephone with STD code         | Mobile     | Fax         | Email                   |
| Principal                         | SH. MAHENDAR KUMAR       | O: 05648222135<br>R: 9413519623 | 9413519623 | 05648222135 | mahendar101976gmail.Com |
| IQAC / CIQA coordinator           | Sh. Hanuman Prasad Meena | O: 05648222135<br>R:9413669350  | 9413669350 | 05648222135 | hpmna220@gmail.Com      |

| <b>Status of the Institution</b> |                                  |
|----------------------------------|----------------------------------|
| institution Status               | Government affiliated PG college |

| <b>Type of Institution</b> |              |
|----------------------------|--------------|
| By Gender                  | Co-education |
| By Shift                   | Regular      |

| <b>Recognized Minority Institution</b>  |    |
|-----------------------------------------|----|
| Is it a recognized minority institution | No |

|                          |                   |
|--------------------------|-------------------|
| <b>Source of Funding</b> | <b>Government</b> |
|--------------------------|-------------------|

|                                                                                                                                   |                                                                  |                                 |                    |         |
|-----------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|---------------------------------|--------------------|---------|
| <b>Establishment Details</b>                                                                                                      |                                                                  |                                 |                    |         |
| Date of establishment of the college                                                                                              |                                                                  | 5th Dec 1991                    |                    |         |
| <b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>               |                                                                  |                                 |                    |         |
| State                                                                                                                             | University name                                                  | Document                        |                    |         |
| Rajasthan                                                                                                                         | Maharaja Surajmal Brij University                                | View Document                   |                    |         |
| <b>Details of UGC recognition</b>                                                                                                 |                                                                  |                                 |                    |         |
| Under Section                                                                                                                     |                                                                  | Date                            |                    |         |
| i. 2(f)                                                                                                                           |                                                                  | 22.03.2007                      |                    |         |
| ii. 12(B)                                                                                                                         |                                                                  | 22.03.2007                      |                    |         |
| <b>Details of recognition/approval by stationary/regulatory bodies like AICTE, NCTE, MCI, DCI, PCI, RCI etc. (other than UGC)</b> |                                                                  |                                 |                    |         |
| Statutory Regulatory Authority                                                                                                    | Recognition/Approval details<br>Institution/Department programme | Day, Month and year(dd-mm-yyyy) | Validity in months | Remarks |
| No contents                                                                                                                       |                                                                  |                                 |                    |         |

|                                                                                                                                |     |
|--------------------------------------------------------------------------------------------------------------------------------|-----|
| <b>Details of autonomy</b>                                                                                                     |     |
| Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges? | Yes |
| If yes, has the college applied for autonomous status                                                                          | No  |

| <b>Recognitions</b>                                                                |    |
|------------------------------------------------------------------------------------|----|
| 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 |

| <b>Location of the campus and area in sq. mts.:</b> |                              |
|-----------------------------------------------------|------------------------------|
| Location*                                           | Urban                        |
| Campus area in sq. mts.                             | 93920 sq.mts.                |
| Built up area in sq. mts.                           | 2251+1356.77=3607.77 sq.mts. |

(\*Urban, Semi-urban, Rural, Tribal, Hilly Area, any other specify)

## 2.2 ACADEMIC INFORMATION

| <b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b> |                 |                          |          |                     |                             |                                         |                 |
|-------------------------------------------------------------------------------------------|-----------------|--------------------------|----------|---------------------|-----------------------------|-----------------------------------------|-----------------|
| S. N.                                                                                     | Programme Level | Name of Programme/Course | Duration | Entry Qualification | Entry Medium of Instruction | Sanctioned/ approved Students strengths | No. of Admitted |
| 1.                                                                                        | UG              | BA<br>B.Com<br>B.Sc      | 3 years  | Intermediate (10+2) | Hindi/English               | 500<br>100<br>176                       | 490             |
| 2.                                                                                        | PG              | Geography<br>Hindi Litt. | 2 years  | Graduate            | Hindi/English               | 40<br>40                                | 68              |

## Position Details of Faculty & Staff in the College

| <b>Teaching faculty</b>                            |                  |        |       |                            |           |           |                        |           |           |
|----------------------------------------------------|------------------|--------|-------|----------------------------|-----------|-----------|------------------------|-----------|-----------|
|                                                    | <b>Professor</b> |        |       | <b>Associate Professor</b> |           |           | <b>Asst. Professor</b> |           |           |
|                                                    | Male             | Female | Total | Male                       | Female    | Total     | Male                   | Female    | Total     |
| Sanctioned by the UGC /University State Government | 00               | 00     | 00    | <b>02</b>                  | <b>01</b> | <b>03</b> | <b>03</b>              | <b>03</b> | <b>06</b> |
| Recruited                                          | 00               | 00     | 00    | -                          | -         | 00        | 00                     | 00        | 00        |
| Yet to be Recruited                                | 00               | 00     | 00    | 00                         | 00        | 00        | 00                     | 00        | 00        |
| Sanctioned by the Management/Society               | 00               | 00     | 00    | 00                         | 00        | 00        | 00                     | 00        | 00        |
| or Other Authorized Bodies                         |                  |        |       |                            |           |           |                        |           |           |
| Recruited                                          | 00               | 00     | 00    | 00                         | 00        | 00        | 00                     | 00        | 00        |
| Yet to be Recruited                                | 00               | 00     | 00    | 00                         | 00        | 00        | 00                     | 00        | 00        |

| <b>Non-Teaching staff</b>                                       |             |               |              |
|-----------------------------------------------------------------|-------------|---------------|--------------|
|                                                                 | <b>Male</b> | <b>Female</b> | <b>Total</b> |
| Sanctioned by the UGC /University State Government              | <b>04</b>   | 00            | <b>04</b>    |
| Recruited                                                       | 00          | 00            | 00           |
| Yet to be Recruited                                             | 00          | 00            | 00           |
| Sanctioned by the Management/Society or Other Authorized Bodies | 00          | 00            | 00           |
| Recruited                                                       | 00          | 00            | 00           |
| Yet to be Recruited                                             | 00          | 00            | 00           |

| <b>Technical staff</b>                                          |             |               |              |
|-----------------------------------------------------------------|-------------|---------------|--------------|
|                                                                 | <b>Male</b> | <b>Female</b> | <b>Total</b> |
| Sanctioned by the UGC /University State Government              | <b>00</b>   | 00            | <b>00</b>    |
| Recruited                                                       | 00          | 00            | 00           |
| Yet to be Recruited                                             | 00          | 00            | 00           |
| Sanctioned by the Management/Society or Other Authorized Bodies | 00          | 00            | 00           |
| Recruited                                                       | 00          | 00            | 00           |
| Yet to be Recruited                                             | 00          | 00            | 00           |

## Qualification Details of the Teaching Staff

| Qualification of teaching faculty |           |        |                     |        |                 |        |       |
|-----------------------------------|-----------|--------|---------------------|--------|-----------------|--------|-------|
| Highest qualification             | Professor |        | Associate Professor |        | Asst. Professor |        | total |
|                                   | Male      | Female | Male                | Female | Male            | Female |       |
| Permanent teachers                | 00        | 00     | 02                  | 01     | 03              | 03     | 09    |
| D.sc/D.Litt. / LLD/DM/M CH        | 00        | 00     | 00                  | 00     | 00              | 00     | 00    |
| Ph.D.                             | 00        | 00     | 01                  | 01     | 01              | 02     | 05    |
| M.Phil.                           | 00        | 00     | 01                  | 01     | 01              | 01     | 04    |
| NET/SET                           | 00        | 00     | 01                  | 00     | 02              | 02     | 05    |
| PG                                | 00        | 00     | 02                  | 01     | 03              | 03     | 09    |

## Number of Guest faculty/visiting faculty engaged in the college

Response: 08

## 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 |
|-----------|-----------------------------------------|----------------------------|--------------|------------------|-------|
| <b>UG</b> | 490                                     | 00                         | 00           | 00               | 490   |
| <b>PG</b> | 68                                      | 00                         | 00           | 00               | 68    |

## Provide the Following Details of Students Enrolled in the College During the last four Academic Year

| Category  | Year 1 (2022-23) |        | Year 2 (2021-22) |        | Year 3 (2020-21) |        | Year 4 (2019-20) |        |
|-----------|------------------|--------|------------------|--------|------------------|--------|------------------|--------|
|           | Male             | Female | Male             | Female | Male             | Female | Male             | Female |
| <b>SC</b> | 337              | 135    | 343              | 122    | 300              | 99     | 235              | 84     |
| <b>ST</b> | 24               | 12     | 24               | 11     | 29               | 07     | 21               | 10     |

|                  |     |     |     |     |     |     |     |     |
|------------------|-----|-----|-----|-----|-----|-----|-----|-----|
| <b>OBC</b>       | 114 | 81  | 250 | 161 | 99  | 57  | 89  | 45  |
| <b>GENEERALS</b> | 118 | 88  | 116 | 64  | 96  | 66  | 90  | 39  |
| <b>OTHERS</b>    | 280 | 148 | 89  | 49  | 277 | 129 | 215 | 107 |
| <b>Total</b>     | 873 | 464 | 822 | 407 | 801 | 358 | 650 | 285 |

**Please fill in the following detail if applicable:**

| <b>Unit cost of Education</b> | <b>Including Salary component</b> | <b>Excluding Salary component</b> |
|-------------------------------|-----------------------------------|-----------------------------------|
| 20169.1611                    | 27082653                          | 567642                            |

\*(Unit cost = Total annual recurring expenditure (Actual) divided by total number of students enrolled

$$27650295/1341=20169.1611)$$

**Date of establishment of Internal Quality Assurance Cell (IQAC)**

**Response: 08 February 2022**

# Extended Profile

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## 1 Students:

### 1.1 Number of students year wise during the last five years

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| number | 1229    | 1159    | 935     | 855     | 1023    |

## 2. Teachers

### 2.1 Number of full-time teacher's year wise during the last five years

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| number | 09      | 10      | 13      | 13      | 08      |

## 3. Expenditure

### 3.1 Expenditure excluding salary component year wise during the last five year (INR in Lakhs) (RS.)

| Year         | 2022-23   | 2021-22   | 2020-21  | 2019-20   | 2018-19   |
|--------------|-----------|-----------|----------|-----------|-----------|
| INR in Lakhs | 16,38,007 | 11,21,242 | 9,02,706 | 19,32,396 | 72,90,129 |

| File Description     | Documents                     |
|----------------------|-------------------------------|
| Supporting documents | <a href="#">View document</a> |

## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

**1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**

**Response:**

The vision of Government college Bayana is to provide inclusive education for inculcating human values, professionalism to the students of both sections including scheduled tribes, scheduled castes, MBC and other backward communities, religious minorities and others with special focus on female students through excellence and growth by way of adopting position and systematic attitude towards the parties having the stake in institution.

The college meticulously develops action plans for effective implementation of the curriculum which is in line with the institution's goal to empower society through quality higher education. Teachers prepare their unit wise schedules of work for each subject. This schedule of work is made available in the department for reference to the students. The curriculum delivery is effectively done through lectures. Extra study material is also given to students by providing internet links so that students can access them directly wherever need may be. In the class, lectures are supplemented by group Discussions, assignments and Interactive sessions. The students are ensured to attend the classes regularly with zeal.

The head of the college conduct their departmental meetings with faculty members and develop academic plans for the up-coming academic session and also see the progress in between the academic session. For effective implementation of the curriculum, the syllabus and the number of classes are divided among the faculty members at the beginning of the academic session, keeping in mind the learning would be tasted in various unit tests time to time. Teachers also take extra classes to complete the assigned syllabus within the stipulated time.

The college ensures effective curriculum delivery and transaction on the curriculum provided by the university and facilitates the development of high order cognitive skills such as critical analysis, problem-solving, evaluation and synthesis by:

- Implementing Academic Calendar and Schedule of work.
- Organizing Guest Lectures.
- Conducting regular class tests and assignments.



## 1.2 Academic Flexibility

### 1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

**Response: 0**

1.2.1.1: Number of Add on /Certificate /Value added programs offered during the last five years:

**Response:0**

| Year                     | 2022-23 | 2021-22 | 2020-21                       | 2019-20 | 2018-19 |
|--------------------------|---------|---------|-------------------------------|---------|---------|
| Number                   | 0       | 0       | 0                             | 0       | 0       |
| <b>Upload Document -</b> |         |         | <a href="#">View Document</a> |         |         |

### 1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

**Response: 0**

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

**Response:0**

| Year                     | 2022-23 | 2021-22 | 2020-21                       | 2019-20 | 2018-19 |
|--------------------------|---------|---------|-------------------------------|---------|---------|
| Number                   | 0       | 0       | 0                             | 0       | 0       |
| <b>Upload Document -</b> |         |         | <a href="#">View Document</a> |         |         |

## 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:**

We do not face such problems as it is a small and rural institution, so the Government College Bayana has always actively responded to the momentous issues of our society and socio-political environment of the world, to integrate the cross-cutting issues like Professional Ethics, Gender, Human Values, Environment and Sustainability positively into the curriculum.

Professional Ethics: The Students are motivated by way of special lectures so as to instil moral and ethical values in them. Career Counselling are organized by teachers to orient the students regularly in the classes. It is a regular practice of the institution to invite resource persons to conduct lecturer on the recent development in job market, career options, developing interview competence among the students and many more.

Gender Sensitization: The institution is committed towards the all-round physical as well as mental development of all students including girl students. Women cell, since its inception, conducts awareness programmes comprising lectures and functions for fulfilling

the objectives, the enthusiastic response conducted for promoting awareness on gender equality and other issues. Some of the activities are:

- Slogan/poster competition.
- Poster competition.
- Essay competition.
- Folk song competition.
- Mehandi
- Competition.

Human Values: Anti-Ragging cell is active in the college campus. Talks on Consumer Rights, women's rights and human right share organized time to time in the college. Programmes like YDC, NSS, youth cell, consumer forum and planning forum are some examples which ensure holistic development of the students.

They educate students-

- Moral and ethical values.
- Employable and life skills.
- Better career options.
- Community orientation.

Environmental Education: Environmental studies subject is taught in the university syllabus. The College celebrates World Environment Day, Earth Day, Ozone Day and other important days to drives home the significance of environment. Also extended lectures on carbon emission & global warming, ozone layer depletion, and climate change are organized to spread the message across all sections of society.

Sustainability: To develop Employable and Life skills in the students, college setup Youth Development Centre as per orders of directorate college education Rajasthan in the year 2009. In the year 2014, its ambit and scope were vastly increased as per new guidelines issued by directorate college education with the convergence of various cells/programmes/committee in YDV namely Women cell, Human right cell, Student advisory bureau and Placement cell. Activities of Youth Development Centre is marked by implementation of a core programme for all regular students of the college with the aim to develop various aspects of their personality, equipped them with diverse skills and to provide valuable career guidance to propel them towards a bright future. Efforts are made to strengthen students' connection with the community by maximising their living skills in preparation for a smooth transition into independent living and in order to become productive member of the society.

**1.3.2. Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**

**Response: 0**

1.3.2.1. Number of students undertaking project work/field work / internships:

**Response: 0**

**Upload Document**

[View Document](#)

## 1.4 Feedback System

**1.4.1. Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)**

**Response:** Yes

|                             |                               |
|-----------------------------|-------------------------------|
| File Description            |                               |
| Upload Supporting documents | <a href="#">View Document</a> |

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrolment and Profile

#### 2.1.1 Enrolment percentage

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

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| Number | 1341    | 1298    | 1199    | 935     | 855     |

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

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| Number | 856     | 816     | 640     | 600     | 600     |

| File Description                        | Document                      |
|-----------------------------------------|-------------------------------|
| Institutional data in prescribed format | <a href="#">View document</a> |

#### 2.1.2 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: 75%**

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

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| Number | 558     | 517     | 555     | 424     | 436     |

##### 2.1.2.2 Number of seats earmarked for reserved category as per GOI/ state government rule year wise during the last five year.

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| Number | 856     | 816     | 640     | 600     | 600     |

| File Description                                          | Document                      |
|-----------------------------------------------------------|-------------------------------|
| Average percentage of seats filled against seats reserved | <a href="#">View document</a> |

## 2.2 Student teacher ratio

### 2.2.1 Student full time teacher ratio

**Response:129.8 : 1**

## 2.3 Teacher learning process

### 2.3.1 Student centric method such as experiential learning, participated learning and problem-solving methodology are used for enhancing learning experiences using ICT tools.

**Response:**

Learning is more student-centric by laying stress upon specific learning outcomes for all courses and making it more participatory and interactive through Group Activities like group discussions, academic debates and Quiz competitions on general topics which strengthens the knowledge base and contribute to skill formation at personal and interpersonal level.

The subject experts are invited periodically and these help in providing added and updated knowledge of the subject and enhance the learning experience.

The teachers provide other study materials available on internet so that students have more resources during the examination. Teachers encourage students to ask questions during classes and inspire and motivate them to solve questions possibly by themselves if they can't, the teachers assist them in solving problems using ICT methods.

The institute also organize Quiz, Creative Writing Competitions, Debates and Poetry competitions to enhance students' creativity and critical thinking that helps students in shaping their personality. The Inter-college academic and extracurricular programmes besides enhancing creativity bring a competitive edge to the academic endeavour of the students. Computer lab with internet facility is used to develop interactive skills during teaching.

## 2.4 Teacher Profile and Quality

### 2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

**Response: 48.11%**

#### 2.4.1.1 Number of sanctioned post/required positions for teaching staff / full time teachers year wise during the last five years

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| Number | 27      | 28      | 21      | 19      | 19      |

|                                                                                                                                                                                                                                          |                               |         |         |         |         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|---------|---------|---------|---------|
| File Description                                                                                                                                                                                                                         | Document                      |         |         |         |         |
| Average percentage of seats filled against seats reserved                                                                                                                                                                                | <a href="#">View document</a> |         |         |         |         |
| <p><b>2.4.2 Percentage of full-time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Super speciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</b><br/> <b>Response: 64.71%</b></p> |                               |         |         |         |         |
| <p><b>2.4.2.1 Number of full-time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Super speciality / D.Sc. / D.Litt. year wise during the last five years.</b></p>                                                                           |                               |         |         |         |         |
| Year                                                                                                                                                                                                                                     | 2022-23                       | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
| Number                                                                                                                                                                                                                                   | 05                            | 05      | 07      | 07      | 07      |
| File Description                                                                                                                                                                                                                         | Document                      |         |         |         |         |
| Average percentage of seats filled against seats reserved                                                                                                                                                                                | <a href="#">View document</a> |         |         |         |         |

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal/external assessment is transparent and grievance redressal system is time bound and efficient

**Response:**

Teachers as well as students are aware of the exiting process of evaluation. Students are actively participating in feedback system to improve quality of teaching learning process. On the other hand, it is mandatory for all regular staff to annually submit their Annual Confidential Reports and Self-Appraisal Forms which have to be reviewed by the Reporting Authority as per well-defined service rules and conduct. No specific measures have been undertaken regarding the issue. But some are there -

- According to University Rule, 75% attendance is mandatory for a U. G. student to qualify as a regular student for the final examination. This criterion is well publicized through prospectus, press notes and webpage. The attendance of students is periodically reviewed at the end of every term and student's shortfall of attendance is informed through notices and letters to their guardians.
- Faculty members take term tests at end of every term in order to encourage the students to be regular in classes, work hard and give better performance in annual examinations and also to identify individual difference among the students needing special attention.

Some other reforms / measures taken by the university to improve the efficiency are:

- To check the use of any unfair means in the final examination, the supervisory staff on duty are put on flying/supervisory duties in other college at random basis.
- In the given circumstances and frame work we evaluate the reforms university of Maharaja Surajmal Brij University Bharatpur.
- An analysis of the results of the B.A./B. Com/B.Sc. The institution has consistently

maintained an enviable position in its achievements in the University every year. Many students score above the first-class percentage. The results of the college depicts that the learning level of our students has been consistently high. It is a clear indicator of the efficacy of the teaching methodology employed by the faculty. A comparison with the nearest colleges further substantiates that the college has an intellectual ambience conducive to learning.

A Grievance Redressal cell, under the senior faculty member resolves the problems in our college. The college ensures full transparency in the process of internal evaluation. Evaluated and marked term test answer books are shared and given back to students with detailed feedback for their improvement and clarification. If there is any, grievance relating to university examination, it is redressed by the examination committee and academic cell of the college if it is possible at college level. If the grievance requires university level intervention, then the student is guided with necessary documentary support from the college to get the problem resolved at the earliest. Any other grievances are solved as soon as possible internally to remove the burden of the students.

## **2.6 Student performance and learning outcome**

**2.6.1 Programme outcome (POs) and course outcomes (COs) for all programme offered by the institutions are stated and displayed on website and attainment of POs and COs are evaluated.**

**Response:**

The vision and mission statements of Government College, Bayana include learning outcomes for all programs. The college encourages students to develop attitudes of intellectual curiosity and motivation for independent thinking and a commitment to ethical and sustainable practices. Appropriate to its level of study and discipline composition, each program is designed to ensure that students develop their knowledge and understanding as well as a range of generic skills. These are listed below.

**Skills:**

- Socially responsible citizens with leadership qualities.
- Have excellent inter-personal and decision-making skills.
- Be well-informed and sensitive citizens with a profound awareness of community needs.
- Imbued with Nationalistic Spirit.
- Have an understanding of the social and cultural diversity.
- Respect indigenous knowledge, culture and values.
- Improving the environmental sustainability and world brotherhood.

The institution does not incorporate any specific modus operandi in this regard. However, we organize terminal tests and to keep watch on all of students.

Along with the two term tests for all students before the preparation leave for the annual exams, the teachers focus on article wise tests, monthly unit tests, assignments. They evaluate the students on the basis of their performance in these events and review the result

of each student. The student's strength is assessed and special classes are designed for them according to the result outcomes. The support needed to the student is provided to improve their calibre in the respective subject. It enhances the confidence of students and prepares them to face the final examinations without getting nervous.

As per the direction of the DCE and University, we adopt the policies of assessment.

The teacher categorizes the students accordingly and students are asked to attend the special classes designed for them depending upon their outcome in the house examination. During these classes, the students are provided assignments and seminars keeping in view their present level of learning. The teacher monitors the academic growth of the students and design further tests, assignments, seminars accordingly. Student centric teaching-learning methods are adopted to ensure the achievements of these learning outcomes.

- Nothing specific but we adopt the policies and methods as directed by DCE and university.
- Socially Responsible citizens.
- Awareness of ethical issues, social responsibility and cultural diversity
- Awareness Of environmental sustainability issues and the contribution of the field of study to address such issues. Imbued with Nationalistic Spirit:
- Adept to address the larger issues of life and become effective in building a strong and modern India.

## 2.6.2 Pass percentage of students during last five years

**Response: 98%**

### 2.6.2.1 Number of final years who passed the university examination year wise during the last five years

| Year   | 2022-23      | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|--------------|---------|---------|---------|---------|
| Number | TR Not avail | 257     | 203     | 212     | 174     |

### 2.6.2.2 Number of final year students who appear for the university examination year wise during the last five years

| Year   | 2022-23      | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|--------------|---------|---------|---------|---------|
| Number | TR Not avail | 311     | 205     | 218     | 180     |

| File Description     | Document                      |
|----------------------|-------------------------------|
| Supporting documents | <a href="#">View document</a> |



## Criterion 3 - Research, Innovations and Extension

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### 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: 0**

**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)**

| Year         | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------------|---------|---------|---------|---------|---------|
| INR in Lakhs | 0       | 0       | 0       | 0       | 0       |

### 3.2 Innovation Ecosystem

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

**Response:**

Our college has a youth development centre, in which we invite various resource persons to deliver their lectures on various competitive examinations and skill enhancement programmes to transfer their knowledge to our students so that they can better compete for government and non-government jobs. We annually conduct essay competitions, debate competitions and short discussions on contemporary relevant topics during cultural week in our college. We organise games completion week also in which Cricket Competition, Volleyball, Football, Badminton, Kabaddi, Wrestling, Long Jump, High Jump, Race Cross Country for Boys and Rangoli, Dance, Singing, Mehandi competitions for girls. Environmental concerns are addressed and awareness programmes are organised by our NSS Unit. We organise plantation camps every year in our campus. we have planted and nurtured various plants, which make our campus beautiful. We organise Clean India (SWACHH BHARAT) programmes in our college every year on October 2, in which staff members together with students clean our campus and organise rallies of awareness in nearby villages under the banner of NSS. Yoga Day is celebrated every year on 21st June, in which we motivate our students for yoga and address their health issues. We organise blood donation camps every year on September 25 and January 23 to remember Pt. Deendayal and Subhas Chandra Bose. We organise this programme with the help of chief medical and health officer of our District. The local population also participates in the events.

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

**Response: 0**

**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**

|              |         |         |         |         |         |
|--------------|---------|---------|---------|---------|---------|
| Year         | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
| INR in Lakhs | 0       | 0       | 0       | 0       | 0       |

**3.3 Research Publications and Awards**

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

**Response: 17.64%**

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

|        |         |         |         |         |         |
|--------|---------|---------|---------|---------|---------|
| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
| Number | 0       | 0       | 0       | 1       | 2       |

|                                                                                    |                               |
|------------------------------------------------------------------------------------|-------------------------------|
| <b>File Description</b>                                                            | <b>Documents</b>              |
| List of research papers by title, author, department, name and year of publication | <a href="#">View document</a> |

**3.3.2 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: 76.47%**

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

|        |         |         |         |         |         |
|--------|---------|---------|---------|---------|---------|
| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
| Number | 0       | 4       | 2       | 2       | 5       |

|                                                         |                               |
|---------------------------------------------------------|-------------------------------|
| <b>File Description</b>                                 | <b>Documents</b>              |
| List books and chapters edited volumes/ books published | <a href="#">View document</a> |

### 3.4 Extension Activities

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

**Response:**

The college has academic societies which have been organizing activities since the inception of the college. All activities are organized by NSS, YDC and Women Cell.

- Adoption of rural Panchayat: The NSS unit of our college has adopted Nagla Bhagori, Harnagar and Kachera nearby villages. The NSS Programme Officer and the NSS volunteers organise various community activities in the adopted village. They tell the villagers about health and hygiene, cleanliness, education to the girl child, saving the female foetus and numerous temporal issues. The NSS unit sometimes arranges visits of the doctors or some other experts; which greatly benefit the villagers.
- Awareness programmes: College has also prepared many awareness programmes under the YDC, NSS and Mahila Prakoshth such as blood donation, Aids awareness, women empowerment and render social services to poor people life living in small hamlets around the college.
- Plantation: Plantation is of utmost ecological importance and this has been effectively carried out by the students and staff of the College. The college is beautifully surrounded by greenery. The saplings were planted not only within the Campus but also in adjoining areas. Organization of Camps on “Harit Rajasthan” was another effort towards the same performed by NSS volunteers.
- Cleanliness drives: Practicing on “Swachh Bharat” concept, a number of camps were organized by the College. The students not only cleaned the campus but also went to neighbouring villages. They worked with great dedication and wholehearted support was extended by the Society too. Further, health and hygiene go together and it is very important to prevent diseases to maintain good health. Such drives were therefore very fruitful especially where stagnant water points, the breeding grounds of vector insects were cleaned.
- Yoga and meditation: The College organize regular camps on ‘Yoga and Meditation’ which helps the students to attain a deeper state of relaxation and creating ‘Mental Discipline’.
- Blood donation camps: The College organizes this activity at least once during each academic session and students and staff donate blood.
- Social Issues of concern: Camps on different social issues are organized from time to time on topics like “Saving the girl child”, awareness towards ‘AIDS’ and so on. Various competitions related to this viz. Rangoli, slogans, posters etc. are also held to percolate the message related to the concerned issue in the Society.
- Voter awareness: The constitution of our Country gives every citizen the power to elect its own government by the ‘Right to Vote’. But unfortunately, most of the

citizens do not execute this right and therefore this task of “Voter Awareness” is accomplished through the organization of camps for the betterment of the Society.

Participating in society results in the overall personality development of the students thereby making them socially mature individual who can be intellectually as well as emotionally worthy citizen of the Society.

| File Description                      | Documents                     |
|---------------------------------------|-------------------------------|
| Upload any additional information     | <a href="#">View document</a> |
| Paste link for additional information | View document                 |

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

**Response: 4**

**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.**

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| Number | 0       | 0       | 0       | 2       | 3       |

| File Description                                         | Documents                     |
|----------------------------------------------------------|-------------------------------|
| Number of awards for extension activities in last 5 year | <a href="#">View document</a> |

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS, Government and Government recognised bodies during the last five years**

**Response:**

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

| Year   | 2022-23   | 2021-22   | 2020-21   | 2019-20 | 2018-19 |
|--------|-----------|-----------|-----------|---------|---------|
| Number | <b>19</b> | <b>20</b> | <b>17</b> | -       | -       |

| File Description                                                                                           | Documents                     |
|------------------------------------------------------------------------------------------------------------|-------------------------------|
| Number of extension and outreach Programmes conducted with industry, community etc for the last five years | <a href="#">View document</a> |

### 3.5 Collaboration

**3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years**

**Response: 15**

**3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years**

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| Number | -       | 4       | 4       | 6       | -       |

| File Description           | Documents                     |
|----------------------------|-------------------------------|
| Number of Faculty exchange | <a href="#">View document</a> |

## Criterion 4 - Infra-Structure and Learning Resources

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### 4.1 Physical facilities

#### 4.1.1 The institution has adequate infrastructure and physical facilities for teaching – learning. Viz. classroom, laboratory, computing equipments etc.

**Response:**

The institution makes use of buildings and so ensures sufficient space for all classroom and common facilities. There are well quipped state of Geography lab, smart lab and ICT lab. The college has its own bore-well with connected lines to the whole campus. The college campus has a provision of two-wheeler parking stands. The institute had 125 KW generator lodged in main building. The physical facilities in the college are as follow:

- The main building has the administrative, academic and establishment section. The college has a chamber of principal. The college runs the three streams as Art, Commerce and Science. The college has Geography lab and central library also.
- Class room- There are 12 traditional classrooms, one smart lab, one Geography Practical lab.
- ICT lab – ICT laboratory is equipped with 22 computers, Lan communication and LED along with white screen.
- Most of the students of this college one from a rural background as do will in their academics. They perform well in sports too, can be confirmed by the medals won by different events. The college sports committee takes care various team selection, holding competitions taken team to different places during tournaments etc.
- Sports complex in the college is now a stage of completion. It includes volleyball court 24\*17 metre and basketball court of 30\*17 metre etc.
- College has a latest model 12 stations gym for students and separate hall is engaged for it.
- There is sport room where sports articles and record are kept safely.
- The players are provided a kit, T-shirt for practice.
- There is a provision for TA, DA for participation, state and national events.
- There is also provision of mementos and certificate for winners.

#### 4.1.2 The institution has adequate facilities for cultural activities, sport, games (indoor, outdoor), gymnasium, Yoga centre etc.

**Response:**

**Facilities for cultural activities –**

There is an open area in main building place where most of the academic activities like Essay, posters, and slogan, painting cultural activities like solo – group song, dance, plays Mehendi and Rangoli competition are organised.

**Facilities for sports activities-**

College has adequate facilities for indoor games and outdoor games. Various sports are played by the students of the college including Football, Cricket, Tennis, Volley ball Basketball, Kho-Kho, Wrestling, Table tennis, Chess, Carom.

The indoor games including Chess, Carom and Table tennis, while the outdoor games are Cricket Hockey, Basketball, Volley ball, Kabaddi long jump and high jump.

**4.1.3 Number of class rooms and seminar hall with ICT – enabled facilities such as smart class, LMS, etc.**

**Response:**

4.1.3.1 Number of class rooms and seminar hall with ICT facilities

Data requirements: (As per data template)

- Number of class room with LCD facilities
- Number of class room with Wi-Fi/Lan facilities.
- Number of smart classrooms.
- Number of class rooms with LMS facilities.
- Number of seminar halls with ICT facilities.

**Response:**

|                       |        |
|-----------------------|--------|
| Year                  | Number |
| Number of class rooms | 02     |

The college central library is equipped with having 16938 books classified and indexed.

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

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

**Response:**

|        |         |         |         |         |         |
|--------|---------|---------|---------|---------|---------|
| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
| Amount | -       | 11.80   | 9.92    | 6.80    | 36.06   |

|                                                                                           |                               |
|-------------------------------------------------------------------------------------------|-------------------------------|
| File Description                                                                          | Document Upload               |
| Details of budget allocation, excluding salary during the last five years (Data Template) | <a href="#">View Document</a> |

**4.2 Library as a learning resource**

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

**Response:** Library is in process of automation using Integrated Library Management System (ILMS).

#### 4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-Shodh Sindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

**Response:** Work in progress

#### 4.2.3 Average annual expenditure for purchase of books and journals during the last year (INR in Lakhs)

**Response: 2.41 Lakhs**

| Year         | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------------|---------|---------|---------|---------|---------|
| INR in Lakhs | -       | 0.06    | 0.22    | 0.45    | 7.11    |

| File Description                                                                                                                | Document                      |
|---------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template) | <a href="#">View Document</a> |

### 4.3 IT Infrastructure

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

**Response:**

The college is constantly extending and expanding its IT resources in terms of computers, Management Information Systems, Learning Management Systems, operating systems, and servers etc.

The facilities in the college are reflected in the following: -

- The establishment of the ICT laboratory: the laboratory is furnished with an overhead projector, 20 computers with internet facility with relevant required furniture.
- There are ten rooms with smart board facilities.
- The smart lab is used to virtual meetings with the Commissionerate College Education.

LMS –

- Audio-Video tools, LCD projector in two rooms, E-podium for recording e-lectures. Personal and college laptops are available for development.
- There are fourteen CCTV cameras which have been installed in the main building and rooms. Principal chamber is connected for observing college activities through cameras.
- Number of computers in the college is forty.

MIS-



- Notices and circulars regularly displayed and circulated among students, faculty and staff members for day-to-day execution of works of importance.
- Attendance: centralized management information system to record the biometric attendance of faculty and staff. But due to Covid 19 it is dropped out.
- Accounts and Finance: Monthly salary bills of all employees through Pay manager Portal.
- E prospectus uploaded on the website gives information related to subject combinations, academic calendar, admission policy and code of ethics.
- Examination forms, permission letters, course outcomes all through centralized university module on the university website.
- Payment of various Scholarships through SSO module.

#### 4.3.2 Student - Computer ratio

**Response:** 20:01

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**Response:** 5-20 MBPS

|                               |                               |
|-------------------------------|-------------------------------|
| File description              | Documents                     |
| Upload additional Information | <a href="#">View Document</a> |

### 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:** 100

#### 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)

| Year         | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------------|---------|---------|---------|---------|---------|
| INR in Lakhs | Nil     | Nil     | Nil     | Nil     | 18.00   |

|                                                                                                                                                                                                     |                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| File Description                                                                                                                                                                                    | Document                      |
| Details of annual expenditure on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in Lakhs) | <a href="#">View Document</a> |

**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:**

Being a State Government College, Bayana College does not enjoy autonomy indirect governance as far as structure, system, and policy matters are concerned. But it has operational freedom in the implementation of available resources, be it physical or financial. The College takes direct initiative in the maintenance and upkeep of infrastructure and support facilities through the various committees constituted at the beginning of the academic session for effective planning and implementation. The college building and maintenance committee not only monitors the quality of maintenance of existing infrastructure, equipment but also proposes requirements. The State Government, CCE, and RUSA allocate a specific amount to Govt. Colleges for maintenance. The proposals for other requirements related to maintenance are submitted to the College Development Committee, UGC, governing and monitoring bodies in the form of the Board of Governors (BOG) and Project Monitoring Unit (PMU) for monitoring the progress of the project.

- **Laboratory:** The College has a lab for Geography. The college provides classes of UG as well as PG and conduct practical classes for non-collegiate students during examination. Supporting Staff and Lab Assistants help and support the faculty and students during practical lab sessions. Lab equipments are also strictly inspected by lab assistants before the commencement of practical classes and examinations. Logbooks and users register are maintained and the Instruments are used in the presence of teachers. Funds procured from State/Central Governments, UGC, Lab fee and RUSA are utilized for lab maintenance. Electrically sensitive equipments are provided with necessary back up to ensure steady functioning in case of disruption in power supply.
- **Library:** Library facilities are open to students from 10 am to 4 pm. The college has library containing books of various subjects. The books include text books, reference books and general books. There is also a separate section of books for deprived students. Besides, the college has made subscription for various newspapers, magazines, journals and periodicals etc. Maintenance and utilization of library resources are done strictly following the library rules. The library is situated in a separate independent building with one reading room.
- **Sports:** There is a post of PTI but, the post is lying vacant. Presently the college sports committee works like all other committees. It monitors the maintenance of playgrounds and sports events. The students of the college have participated in various games and sports activities and expressed their talent. The college is also trying its best to develop a playground but, the finance is the main constraint.
- **Computers:** Computers are indispensable to the college. Most of the official work is being done by the computers. The college has passed a proposal in development committee for seeking services of one computer operator through outsourcing agency. The computers in departments are maintained and looked after by relevant person. External agencies are called in case of any repair beyond the scope of the system administrator or In-charge.
- **Class Rooms:** The classrooms are well maintained and looked after by supporting staff monitored by the office. We were teaching with black board and chalk but now we have green boards in every classroom. It makes teaching easier for teacher and visible for students.

## 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:**49.60%

**5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

| Year         | 2022-23    | 2021-22    | 2020-21    | 2019-20    | 2018-19    |   |
|--------------|------------|------------|------------|------------|------------|---|
| C.M.         | 19         | 48         | 40         | 15         | 47         |   |
| Post Matrix  | 421        | 579        | 515        | 453        | 352        |   |
| Scooty       | Devnarayan | 16         | 05         | 19         | 1          | 7 |
|              | Medhavi    | 2          | 3          | 3          | 1          | 1 |
| <b>Total</b> | <b>458</b> | <b>635</b> | <b>568</b> | <b>490</b> | <b>401</b> |   |

| Description                                   | Details                        |
|-----------------------------------------------|--------------------------------|
| Details of students benefited by scholarships | <a href="#">View Documents</a> |

**5.1.2 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 One of the above

| File description                                                                  | Document verification          |
|-----------------------------------------------------------------------------------|--------------------------------|
| Details of capability building and skills enhancement initiatives (Data Template) | <a href="#">View Documents</a> |

**5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:**16.85%

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

| 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|---------|---------|---------|---------|---------|
| -       | -       | -       | 500     | 230     |

| File description                                                                                                         | Document verification          |
|--------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| Number of students benefitted by guidance for competitive examinations and career counselling during the last five years | <a href="#">View Documents</a> |

**5.1.4 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 verification          |
|------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | <a href="#">View Documents</a> |

**5.2 Student Progression**

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

**Response:** .056%

| 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|---------|---------|---------|---------|---------|
| -       | -       | 2       | -       | 1       |

| File description                                                        | Document verification          |
|-------------------------------------------------------------------------|--------------------------------|
| Details of student placement during the last five years (Data Template) | <a href="#">View Documents</a> |

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

**Response:** 1.51%

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

**Response:** 80

| <b>File description</b>                                            | <b>Document verification</b>   |
|--------------------------------------------------------------------|--------------------------------|
| Details of student progression to higher education (Data Template) | <a href="#">View Documents</a> |

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

**Response:** 0

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

| 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

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

| 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

### 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:**1.09%

**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.**

| 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|---------|---------|---------|---------|---------|
| -       | 2       | 5       | 51      | -       |

| File description                                                                                                                                              | Document verification         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year | <a href="#">View Document</a> |

**5.3.2 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:**5.82%

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

| 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|---------|---------|---------|---------|---------|
| 12      | 142     | 0       | 0       | 0       |

| File description                                                                                                                                                                            | Document verification          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| 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) | <a href="#">View Documents</a> |

## 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 Alumni association has not been registered and functional in our college. Thirteen members are working as Governing Body of the association. We have started working in this regard from 2016 and have conducted six preliminary meetings also. Now alumni association plays an important role in the development of the college. Some members of the Alumni visit the institute periodically. The college has not yet received any financial contribution from the Alumni Association but they do take active interest in the college. The college is greatly benefited by their suggestions.

| Description       | Documents                      |
|-------------------|--------------------------------|
| Details of Alumni | <a href="#">View Documents</a> |

## **Criterion6- Governance, leadership and Management.**

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### **6.1: Institutional Vision and Leadership**

#### **6.1.1-The governance of Institution is reflective of an effective leadership in tune with the Vision and mission of the institutes**

**Response:** The leadership and governance of the college of Bayana is well reflected in its vision and mission. The vision of Govt College Bayana is to provide inclusive education for inculcating human values, professionalism and scientific instillation to the students of all sections including scheduled tribes, scheduled castes, SBC, MBC, religious minorities and others with special focus on female students.

Mission - The mission statement of the college are as follows:

- To provide ample scope for multifaceted development to the youth of this region irrespective of religion, race, caste, creed, gender and region
- To provide quality higher education to the students
- To develop academic programmes based on local/regional/ national level (sports)
- To nurture students in such environment in which they develop social awareness and be accountable towards their responsibilities

Objectives - The objectives of the college are to work in the direction to achieve the above stated vision and mission through its action Plans and through conducting relevant activities.

Nature of governance - The college comes under, the Commissionerate of College Education Rajasthan, Jaipur. It is headed by commissioner who manages and administers the Govt College of State, At the college level the principal is the head of college. Principal decentralizes duties and the senior faculty members are given charges of establishment section, Accounts section and Academic section to concerned persons. The head and various departments act so by the virtue of their seniority and are responsible for the functional activities of the departments. The performance of every employee, including teaching or non-teaching appraised by the principal. Regular meetings of the collage development committee and stakeholders play a significant role in overall governance via planning, deployment monitoring and execution of agenda pertaining to development, teaching social responsibilities and innovative practices.

#### **Perspective Plans**

The Administrative strategies are planned and executed, both at the Commissionerate and at the college level. Our principal receives feedback from teachers, students, Vikas samiti and initiates modifications in the curriculum. Action is taken on the feedback regarding teaching, institutional social responsibilities, augmentation of facilities and other areas within the preview of the principal. Matters and requirements, related to finance are forwarded to the Commissionerate for further action.

#### **Participation of the teachers in the decision-making bodies. of the college**

constitutions of committees for Specific. purpose clearly reflect effective governance. Approximate 47 committees are framed, at the beginning of every academic session. The Staff Council meeting and respective committees' meetings are called periodically for efficient implementation of agendas related teaching, curriculums, admission, examination,



Student's union election, curricular and extracurricular activities to the development of the college. All committees are well supported by non-teaching staff. **Mahavidhyalaya Vikas samiti (college Development Committee)**

It works as the link between the society and college. This committee is a big support and it helps in overall development. It also steers and helps in the effective implementation of strategic planning by giving feedback and generating Finance.

### **6.1.2 The institutions practices decentralization and participative management**

#### **Response:**

The participative organisation and decentralization practice of the college is reflected primarily in the constitution of various committees and their effective corporations and contribution in smooth functioning of the college.

The college helps to pursue student-centric, learning mechanism for their self-development along with their skill development. Ample opportunity and platform are provided to the students for their growth. Govt. College, Bayana understands the significance of sports in developing skills, participation and health and the same is reflected through various sports activities with help of college staff and sports committees. Over all teaching and non-teaching members of the college are engaged in sports activities clearly reflecting decentralization and participative college organization.

one main Sports Committee comprising of 3 members. Sports Committee organises Hockey and Football, Chess, Basketball, Badminton, Shooting, Boxing, Volleyball, Hand Ball, Wrestling, Kabaddi, Weightlifting, Kho-Kho, Yoga, Shot Put, Long Jump, High Jump under Athletics, inter-College and Zonal Tournament. The Committee has been regularly organizing sports events for both boys and girls in the college. Students have secured positions and won in Athletics, Kabaddi and wrestling. Bayana has been a well-known name in the field of race. Many students have done the preparation for army and police. College has produced many inter college level achievers, girls being no exception.

One of the student's name Surendra won 1st prize in Wrestling (98 kg weight and a silver medal in weightlifting – 81 kg. category. On 25/11/2021). 5 students of Govt. College Bayana participated in **Cross Country Race** organised by SSR College Kumher, Bharatpur. They performed very well and they are successful in snatching all three positions.

## **6.2 Strategy Development and Deployment**

### **6.2.1 - Perspective / Strategic plan and Deployment documents are available in the institution.**

**Response:** The govt college Bayana has a perspective plan for the overall development and effective implementation of its objectives. Both the perspective plans and deployment is carried out keeping in mind the vision and the mission of our college. Same related aspects are followed including these points-

- Maintenance and infrastructure.
- Teaching and learning.

- Human resource management.
- Research and innovation.
- Community involvement.
- Student welfare.
- Student participation and representation.

Out of these areas, such strategic plan and its implementation is well reflected in the augmentation of sports facilities, Smart Lab, E- class room, Library + reading room, Girls common room etc. College has sports ground and facilities for indoor and outdoor games like Carom, Chess, Table Tennis and, Kho-Kho, Volley Balls, Basket Ball, Athletics and Kabaddi. Students have been securing position at Inter College, Zonal and University Level Tournament.

### **6.2.2-Organizational structure of the institution including governing body, administrative setup and functions of various bodies, service, rules, procedure, recruitment, promotional policies as well as grievance redressal mechanism.**

#### **Response:**

The organ gram on the college website elucidates the administrative setup. Some key aspects of the organization of the college are as follows- To accomplish the job, we have different committees which coordinate with each other to flourish the Jobs.

Administrative set up and function of various bodies: College comes under the Commissionerate of College Education, Rajasthan headed by the commissioner. The senior members of the faculty are distributed charges establishment, accounts and Academic Section. Staff members include teaching – non-teaching staff, office support staff, Vidhya Sambal-staff, Lab technician. Librarian, PTI posts and other are lying vacant presently so college members look after all the library and sports activities. AAO deals with the financial matters. Besides, many are recruited on contractual basis via college development committee like the security guard, peon, Safai Karmchari, typist etc. College teaching staff is assigned various responsibilities as conveners and members of committees.

The Administrative structure of Vikas samiti Comprise of principal, Secretary, koshadhyaksh and members and representative of students - president of student Union, representative of Local community - ML.A., One educationist and two learned citizens. The function of committee is to provide and maintain basic infrastructure and deliver feedback regarding teaching learning and other areas.

Service rules: The college is government institute and therefore it is mandatory to follow the rules, regulations, policies framed by the state government (RSR) (**Link -RSR**)

Recruitment: Staff is recruited by Rajasthan Public Service Commission / Rajasthan Staff Selection Board. The IV class employees are recruited through Employment exchange.

Promotional policies: The regular promotions are decided on the basis of recommendation made by the Departmental promotion committee based on specific guidelines framed for the purpose.

Grievance redressal: Govt. PG College Bayana has framed internal complaints committee, anti-ragging cell, grievances redressal cell, anti-women harassment committee to look into

complaints. The students can directly approach the principal for grievances and redressal. The matter is discussed with the related committee and action is taken accordingly.

### **6.2.3-Implementation of e-govern in areas of operation.**

- 1- Planning and Development.
- 2- Administration
- 3- Finance and Accounts
- 4- Students Admissions and support.
- 5- Examination.

**Response:** All five of the above

## **6.3. Faculty Empowerment strategies**

### **6.3.1- The Institution has effective Welfare measures for teaching and non- teaching staff.**

**Response:** Govt college Bayana implements all the welfare schemes of State Government and also tries facilitates these effective welfare Scheme - as GPF/NPS, SI Group insurance and medical claims. In which GPF/NPS and SI are compulsory deductions for future savings. Annually 'Group Insurance' is also deducted. Medical claims are reimbursed by the state government as part of health to expense incurred by the employee in the scheme RGHS. Besides it employees of the college are benefitted from the Rajasthan Pensioner's Medical Funds Gratuity and pension is given to the employee by the state government. The University deducts 6% of the amount, inform of 'Teacher's and Welfare fund' from the remuneration of the teacher which they earn during the evaluation process, which is provided to the family of the needy faculty member, other benefits include.

#### Leave for Teaching Staff -

- P.L-15 Privilege leave earned after completion of calendar year.
- HPL 20 half pay leave after completion of the year can be commuted on medical grant.
- CL 15 in one academic session.
- Special CL 15 in a session for seminars, conferences and academic purpose.
- Study leaves for maximum two years for higher studies.

#### Leave for Non-Teaching staff-

- PL-15 advance credited two times in a year.
- HPL same as teaching staff.
- CL 15 in a calendar year.

#### Leave for female staff -

- Maternity leave, two times in service period for 180 days.
- Child care leave- 730 days in whole service period.

#### leave for male staff-

- Paternity leaves two times in the whole service period.

**6.3.2 Average percentage of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies year-wise 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.**

**Response: 0**

| 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|---------|---------|---------|---------|---------|
| 0       | 0       | 0       | 0       | 0       |

| File Description                                                                                                   | Documents                     |
|--------------------------------------------------------------------------------------------------------------------|-------------------------------|
| Details of teachers provided with financial support to attend conference, workshop etc during the last five years. | <a href="#">View document</a> |

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

**Response: 0**

**6.3.3.1 Total number of professional development/ administrative training programs organized by the intuition for teaching and non-teaching staff during the last five years.**

**Response: 0**

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| Number | 0       | 0       | 0       | 0       | 0       |

**6.3.3.2 Total number of non-teaching staff year wise during the last five years**

| Year   | 2022-23 | 2021-22 | 2020-21 | 2019-20 | 2018-19 |
|--------|---------|---------|---------|---------|---------|
| Number | 0       | 0       | 0       | 0       | 0       |

| File Description                                                                                                   | Documents                     |
|--------------------------------------------------------------------------------------------------------------------|-------------------------------|
| Details of teachers provided with financial support to attend conference, workshop etc during the last five years. | <a href="#">View document</a> |

## 6.4 Financial management and resource mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly.

#### **Response:**

The funds received are properly allocated and distributed for the purpose and utmost care is taken that they are properly utilized. The AAO maintain the details with regards to accounts, a chartered Accountant is hired for audited purpose by the college.

Every year an audit from the directorate/state checks and verifies the accounts for irregularities if any. Any short coming / objections, raised by the audit are settled up as per rules and policies. The external audits are carried out by the out by the auditors from the office of Accountant General (AG) Rajasthan, Jaipur. The internal audit is done by the team from Commissionerate College Education Rajasthan, Jaipur. Physical Audit is conducted by the Auditing party, if any need.

## 6.5 Internal Quality Assurance System

### 6.5.1-Internal Quality Assurance Cell (IQAC)has contributed significantly for institutionalizing Quality Assurance Strategies and processes.

#### **Response:**

College appointed the internal Quality Assurance cell the session 2021-22. It has been working towards realizing quality enhancement. Envisioning an ideal Student-centric learning is environment is only made possible through continuous evaluation and feedback by IQAC. The contribution of IQAC in implementing driving resourcefulness to the growth and development of the college is conspicuous.

Out of some major contribution IQAC in institutionalising the quality assurance strategies:

- Teaching-learning - Needs of students (Both girls and boys) those are coming from diverse group and rural background is well managed and manifested in the college and learning outcomes, students' progression to higher education and placements.
- Feed-back forms: feedback generated through Vikas samiti, Student council during union election, parents in the form of meetings, interactions etc.
- In feedback collection - feedback is collected for an academic and physical facilities, curriculum and teaching learning environment.
- Effective use of ICT: All faculties use ICT tools for teaching as per need, despite the limited availability of resources.
- Introducing post-graduation in Hindi and Geography.

### 6.5.2 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 initiatives with other institution(s)**

3. **Participation in NIRF.**
4. **Any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** Any one of the above.

| <b>File Description</b>                                              | <b>Documents</b>              |
|----------------------------------------------------------------------|-------------------------------|
| Details of Regular meeting of Internal Quality Assurance Cell (IQAC) | <a href="#">View document</a> |

#### **6.5.4 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)**

**Response:**

The college is constantly extending and expanding its resources in terms of construction, IT infrastructure, equipment, classroom furniture, Library, and other campus facilities. Some of the post accreditation quality initiatives include:

- New classrooms and laboratories have been constructed and there has been addition in the furniture too. Laboratories have been enriched with new equipment (Geography). In the recent past, the college has expanded its Information Technology infrastructure. The College has established a Central ICT laboratory with 24 Computers, an Overhead Projector, with internet connection and relevant required furniture.
- The College has also shown inclination and implementation with respect to e-governance. The admission is an online, there is a centralized management information system to record the biometric attendance of the staff and the salary bills of employees are through Pay manager Portal. E-tendering module is used in the procurement of goods and items and placing orders. E-prospectus is uploaded on the website. Faculty service records updated and are available on IHRMS and HTE portals. Payment of fellowships and scholarships of UGC, ICSSR and CSIR etc. is through PFMS. The payment of various Scholarships is through SSO module.
- Improvement in the Girls Common room and distribution of sanitary pad under Udaan Scheme of Rajasthan Government for female students.
- Water facility has improved with the initiation of pipelines and building up of water tank. The number of water-coolers has increased.
- The Curriculum has been enriched and new programs have been incorporated. M.A. in Geography and Hindi literature has been started.
- The college is a Government College does not have the autonomy of appointing a full time professional for career planning to the students but the college has established a Career Counselling and Placement Cell besides other platforms like the YDC, NSS, and Women Cell.
- The teachers engaged in research have contributed by participating in national/international conferences, and one of faculty is also member of Board of Studies.

## Criterion 7 - Institutional Values and Best Practices

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### 7.1 Institutional Values and Social Responsibilities

#### **7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years**

##### **Response:**

##### Measures initiated by the Institution for the promotion of gender equity:

For every college there is a major responsibility for college students regarding their safety purpose. The institution is committed towards the all-round physical as well as mental development of all students including girl students. Women cell, since its inception, conducts awareness programmes comprising lectures, events and functions for fulfilling objectives.

Our college shows Gender sensitivity on providing facilities regarding safety and social security in the college. There is a discipline committee which are responsible to do this task and beware of that there is no gender issue. The college teaching staffs are having good interaction with the student. The total security of student of any gender must be protected if needed. If there is any need of counselling for the students then the faculty member of the college will take the charge and perform their duties with responsibility. Grievance Redressal Committees for staff and students is also incorporated in the institute.

There is no issue of gender. Boys and Girls are equally in the class room and library. Both take part in various cultural activities during the session. There is a separate common room with attached washroom for girls in the college. College also distributes sanitary napkins to the girls every month under Udaan Scheme. College also has a surveillance network with 24x7 monitored CCTV to keep watch ongoing in college. Rotational duty by all faculty members for discipline and security also carried out in the college. Some other committees for promoting Gender equality are:

**Women's Development Cell**- It aims at sensitizing young girls on the issues related to women; it empowers them by making them aware of their rights and potentials.

**Grievance Redressal Cell** - It is a mechanism for redressing the grievances of students to ensure gender equity.

**Anti-Sexual- Harassment Cell** – It strongly supports gender equality and opposes any form of gender discrimination and violence.

**Anti-Ragging and Vigilance Cell** - The Anti-Ragging and Vigilance Cell ensures that no student should experience the sour taste of ragging and conducts regular counselling sessions for the benefit of the fresher.

**NSS** – The NSS activities focus on individual development, social responsibility and promotion of gender equity.

Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals:

College regularly celebrates national and international events and commemorative days, and festivals through the various committees and NSS units with the students.

Institute usually celebrates following days, events and festivals:

- Youth week, Balika divas, international women day, environmental day, AIDS Day, Blood donation day, Saksharta divas, Teachers Day, Children Day, Hindi divas, Deen Dayal Upadhyay Jayanti etc. pandit
- Independence Day and republic day, Gandhi and Lal Bahadur Shastri Jayanti.
- Basant Panchami and Van Mahotsav etc.

Institute conducts following activities during these days:

- Rangoli Competition.
- Mehendi Competition.
- Folk song Competition.
- Story telling sessions.
- Slogan/poster competition.
- Quiz competition.
- Poetry composition and reciting competition.
- Essay writing.

### **7.1.2 The Institution has facilities and initiatives for**

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and non-degradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

**Options:**

- A. 4 or All of the above**
- B. 3 of the above**
- C. 2 of the above**
- D. D.1of the above**
- E. None of the above**

**Response: A. 4 or All of the above**

### **7.1.3 Quality audits on environment and energy are regularly undertaken by the Institution**

**The institutional environment and energy initiatives are confirmed through the following**

- 1. Green audit/Environment audit**
- 2. Energy audit**
- 3. Clean and green campus recognitions / awards**



#### **4. Beyond the campus environmental promotion activities**

**Options:**

- A. All of the above**
- B. Any 3 of the above**
- C. Any 2 of the above**
- D. Any 1 of the above**
- E. None of the above**

**Response: D. Any 1 of the above**

#### **7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

The institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. There is also a code of conduct for students and staff members which ensure equality barring any indiscriminatio on social economic status. The institution has constituted women cell for helping the girls' students. There is also provision of reservation of seats for SC, ST, MBC & students of other underprivileged communities. Election for the students' union is organized annually. Voting is conducted as per the secret ballot system in a democratic and transparent manner. The NSS units of the college aims to create awareness among the students about the needs and problems of the community. The volunteers of NSS educate the people of village on social, economic, environmental and health problems. Several co-sports and cultural activities are conducted to create an inclusive work environment and to install the values of tolerance and harmony amongst students.

College undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. Such as on 26th November, Constitution Day was celebrated in the college. Principal aware the students about the fundamental rights, Duties, Values and responsibilities of citizens as stated in the Constitution of India. He appealed to all to remember the struggle of independence and respect the National Flag and National Anthem. We also celebrate Kaumi Ekta Week 19-25 Nov, in college. Every year Republic Day and Independence Day are celebrated by organizing flag hosting and singing national anthem. Human Rights Day is also celebrated in our college. Teachers as well as students deliver speech to create awareness about equality and non-discrimination among them. Students are taught to observe road safety and traffic measures to imbibe responsibilities of ideal citizenships. National Voter's Day is also celebrated in college.

The faculty members of the college have been organizing the following activities in order to sensitize students towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations:

- Poster Making, Model making, Chart making.
- Debate Competition, speech competition story-telling, poetry reciting etc.
- Expert talks.

- Organization and celebration of National and International Commemorative days and events and Festivals like Gandhi Jayanti, Sadbhawana Diwas, National Integration Day, Human Rights Day, Makar Sankranti etc., Women’s Day, Youth Day, Girl Child Day, Literacy Day etc.

Social, Environmental and Health Awareness Programmes on:

1. Gender sensitization programmes.
2. Literacy campaign.
3. Voting awareness campaigns.
4. AIDS awareness and partake in Swatchh Bharat Abhyan.
5. Blood Donation Camps.

## 7.2 Best Practices

### 7.2.1 Describe two best practices successfully implemented by the Institution

**Response:**

A.

1. **Topic:** “*Environmental awareness*”

2. **Objective:**

The College has taken the initiative to create awareness regarding the importance of environment conservation and its role in sustainable national development among students, faculty and society.

3. **Context:**

The most important reason behind the necessity for environmental education is to protect the environment from destruction or degradation being caused by extensive use of vehicles, cutting of trees, irrational use of water, paper and electricity and many other sources of pollution. Further the rising temperatures, more intense storms and altered patterns of precipitation have led to alarming climatic changes globally. We, as citizens have come forward to take measures to conserve and preserve our environment by motivating and involving the young generation. A regeneration of the ecosystem by planting native species of trees and becoming self-dependent for making the composed and using it for nurturing the plants.

4. **The Practice:**

- Environmental Studies is compulsory for all UG students in first year.
- Minimal use of water consumption is ensured although the greenery is connected through a water source.
- Rain water is preserved and used for the purpose of gardening and other uses.
- For energy conservation college use CFL and LED bulbs, which not only provide a better quality of light, but they also use less electricity Switch off all appliances when not in use.
- College makes ensure that not much garbage and waste are produced.

The college is Tobacco free Zone also a plastic free zone. College tries to avoid using plastics in and off the campus. Appropriate training is provided for both students and staff members for sanitization of on and off campus through

Cleanliness and Beautification monitoring team, YDC and NSS. Efforts are taken to plant the trees in around the locality to protect from carbon emission and increasing greenery.

**5. Evidences of success:**

- College campus is very beautifully covered in greenery and appreciated by visiting dignities.
- Now campus has sufficient water during all seasons.
- Campus is now tobacco, pollution and plastic free zone.
- There is Eco friendly environment in the campus.
- Electricity consumption cost reduced in comparison to the consumption.

**6. Problems Encountered and Resources required:**

- There is limited number of environment friendly trees in surrounding areas.
- Scarcity of man power and finance.
- For the complete success of digitization of records, extra efforts are required.

**B.**

**1. Topic: “*ICT Introductory classes*”**

**2. Objective:**

As most of students are not aware of the world of internet and its benefits, College has taken initiative to introduce the student’s basic knowledge of this world.

**3. Context:**

The most important need of ICT classes is to make students walk together with the society as internet has become the most common part of daily life of everyone. As college carter mostly rural area students who are not aware of the grandness of internet, college has taken responsibility to connect them with the internet. We have taken the initiative to introduce and train as many students we can in ICT area so they don’t have to run around to find any E-Mitra and Cyber Cafes. Most of the students don’t have a basic knowledge of computer parts like controlling mouse and key board so we try to train them so that they can access computer easily. This knowledge also helps them during online exams and searching e-contents for study.

**4. Practice:**

- Compulsory basic computer skills such as power on and off the computer.
- Control over mouse.
- Key board typing practice.
- Separate classes on basic internet introduction.
- Knowledge of computer software like MS Word, MS Excel, etc.
- Also introduce Basic English vocabulary regarding computer.

**5. Evidence of Success:**

Students can control computer and its parts and can access internet properly. As a result, there is no need for students to go other places and asking for help to simply search on internet. Students are aware of government policies and ongoing in the

world easily because now they are connected with ICT. ICT increase the scope of study material like descriptive topics in the syllabus, mock papers. They can apply their examination form themselves.

**6. Problems encounter and resources required:**

- Only limited students are trained at one point of time due to lack of computers in the college.
- Lack of high-speed internet due to isolated area.
- There is need of more computers, computer trainers and permanent computer operators.

### **7.3 Institutional Distinctiveness**

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

**Response:**

Right since its inception in 1991, the vision of the college is to provide inclusive education for inculcating human values, professionalism and scientific instillation to the students of all section including schedule tribes, schedules caste: MBC, OBC, religious minorities and others with special focus on female students. The College's cost-effective and student-centric education has been a determinant factor behind its expansion and growth as an esteemed college of the region. We have always strived to create a constructive learning environment and promote high-quality research in the thrust areas of regional and social relevance.

The most distinctive feature of the College is that it caters to educate the rural youth. Presently most of students enrolled in various disciplines are from rural backgrounds and the enrolment is nearly the same during each academic year. The college was established with an inclusive approach to impart education in its true sense, to cater to the needs of socio-economically backward sections of the society and above all enhance accessibility to knowledge. The objectives of the college are to work in the direction to achieve its vision and mission through its action plans and through conducting relevant activities. The college ensures that the vision and mission of the college is in tune with higher education policies of the nation by introducing modern, professional and career-oriented curriculum.

The College has equipped the students with the knowledge and skills, inculcated human values and, provided equal opportunities. For the institution, imparting of education is not only restricted to the curriculum and classroom teaching, it ensures to improve the quality of life of the students by creating a learning environment that facilitates their individual development. To accomplish this objective, the college not only offers career counselling through its Career Counselling session during classes but also makes opportune use of NSS, YDC and Women Cell platforms to guide and motivate the students. Lectures on various social and personal issues are a regular feature and are organized. The college promotes the students who have athletic and sports skills. Some of the students have participated in state and national level camps. The principal and the staff take personal pains to do everything possible for the College.

One area distinctive to the vision, priority and thrust of the college is teaching-learning. The salient features of the College and teaching-learning highlighting its distinguishing features can be summarized as follows:

### **The Campus**

- The quality infrastructure with individual classrooms for each subject.
- A library enriched with books with separate study room.
- Playground facilities and Sports Complex.
- A green campus with various varieties of trees.
- Drinking water hut with R.O.
- Smart lab.
- Geography lab with proper equipments.
- Girl's common room with all necessary facilities.
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### **The Curriculum**

- Students' Centric Course design.
- Wide choice of elective papers at undergraduate as well as two electives postgraduate level.
- Faculty as member of BOS contribute in enriching and upgrading the curriculum regularly.

### **Teaching Learning**

- Encouraging Innovation and creativity in teaching-learning.
- Identifying the needs of the learners and modifying teaching strategies as per the learning capabilities of students.
- Promoting the students to participate in co-curricular and extra-curricular activities.
- Many students pursuing higher education.
- Extension activities for community development focusing on civic responsibilities, social awareness and value-based education.
- Regular class tests to evaluate the performance.
- Exposure to E-content and e-learning.
- Best practices and efforts for environment conservation.

## 5. CONCLUSION

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### **Additional Information:**

In the government institution of Rajasthan, innovative practices are being carried out to motivate rural students for need-based innovative thinking and learning based teaching. We, the Principal and the faculty at Government P.G. College, Bayana strongly feel that if we are successful in implementing moral values in our teaching, our job are done. Transmitting the values to our future generations is a herculean task that we cannot lose sight of. So, this task is very near and dear to us.

The institution continues to strive to deliver its best. The college had made progress particularly in past few years. Despite its commitment to continued progress, there have been some impediments due to Covid-19 lockdowns. The college saw some regression largely due to the forced physical absence of the students. Activities like sports and literary and cultural events did not take up as desired. But institution still connected with the students through internet so that no student was left behind.

In institution, continuous evaluation of certain drawbacks is done at the administrative level, so that we can make up for lost ground.