



# **SELF STUDY REPORT**

**FOR**

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

**GOVT. COLLEGE BAYANA**

**WEIR ROAD BAYANA, BHARATPUR  
321401**

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

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Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**May 2024**

# 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 Jyotirmaya*” (????????????????????) 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 totally.

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

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

### **Institutional Strength**

### **Institutional Strength**

1. This is a co-education institution.
2. The college is enlisted by UGC under section 2(F)(F/8/64/2007/PPP) 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**

### **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 Opportunity**

### **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 Challenge**

### **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 CRITERIA WISE SUMMARY**

### **Curricular 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 and 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, pear-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, Mehandi, 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 indiscriminatio

## 2. PROFILE

### 2.1 BASIC INFORMATION

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

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	DEBENDRA SINGH	05648-222135	9413519623	-	govtcollegebayana@gmail.com
Associate Professor	MAHENDAR KUMAR	05648-0564822213	9461103498	-	mahendar101976@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	



State	University name	Document
Rajasthan	Maharaja Surajmal Brij University	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	20-03-2007	<a href="#">View Document</a>
12B of UGC	20-03-2007	<a href="#">View Document</a>

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	WEIR ROAD BAYANA, BHARATPUR	Rural	15.24	1506

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted

UG	BA,Department Of Arts,HINDI LITERATURE ENGLISH LITERATURE SANSKRIT HISTORY POLITICAL SCI GEOGRAPHY SOCIOLOGY ECONOMIC S	36	XII PASS	Hindi	500	439
UG	BCom,Department Of Commerce,EAF M A.B.S.T. BUSINESS ADMINISTRATION	36	XII PASS	Hindi	100	6
UG	BSc,Department Of Science,CHEMISTRY ZOOLOGY BOTANY	36	XII PASS	Hindi	88	24
UG	BSc,Department Of Science,CHEMISTRY PHYSICS MATHS	36	XII PASS	Hindi	88	21
PG	MA,Department Of Arts,HINDI	24	Graduation Pass	Hindi	40	40
PG	MA,Department Of Arts,GEOGRAPHY	24	Graduation Pass	Hindi	40	35

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				27			
Recruited	0	0	0	0	0	0	0	0	4	3	0	7
Yet to Recruit	0				0				20			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>						
	<b>Male</b>		<b>Female</b>		<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government						18
Recruited	4		0		0	4
Yet to Recruit						14
Sanctioned by the Management/Society or Other Authorized Bodies						0
Recruited	0		0		0	0
Yet to Recruit						0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	1	0	1	2	0	5
M.Phil.	0	0	0	1	1	0	1	1	0	4
PG	0	0	0	2	1	0	3	3	0	9
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>	<b>Others</b>	<b>Total</b>
		7	1	0	

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	323	0	0	0	323
	Female	167	0	0	0	167
	Others	0	0	0	0	0
PG	Male	31	0	0	0	31
	Female	37	0	0	0	37
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	343	300	235	216
	Female	122	99	84	47
	Others	0	0	0	0
ST	Male	24	29	21	26
	Female	11	7	10	14
	Others	0	0	0	0
OBC	Male	250	99	89	72
	Female	161	57	45	36
	Others	0	0	0	0
General	Male	116	96	90	85
	Female	64	66	39	32
	Others	0	0	0	0
Others	Male	89	277	215	252
	Female	49	129	107	75
	Others	0	0	0	0
Total		1229	1159	935	855

### Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	In order to enhance the all-round capabilities of the learners - intellectual, artistic, social, physical, emotional, and moral in an integrated way, the college is prepared to incorporate multidisciplinary programs as per the National Educational Policy 2020. Our college stands proudly affiliated with the prestigious Maharaja Surajmal Brij University, Bharatpur, championing a progressive and innovative pedagogical ethos. Rooted in the principles of interdisciplinary and multidisciplinary learning, our educational approach harmoniously aligns with the Maharaja Surajmal Brij University's esteemed curriculum.
2. Academic bank of credits (ABC):	College conducts all courses as per directions of affiliating university that is, Maharaja Surajmal Brij University, Bharatpur. Affiliating university has implemented ABC system from the academic session 2023-24 for the PG and First semester under graduate courses. College has also implemented ABC system in tune with the Maharaja Surajmal Brij University, Bharatpur from the session 2023-2024. The NEP related policies adopted by the affiliating University and the same are implemented by the College as per the directions of the University.
3. Skill development:	In line with NEP, College aims to establish Skill Development Cell in upcoming sessions to conduct skill development courses designed by affiliating university and Directorate College Education Rajasthan.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	In order to promote and preserve the local language, art and culture, it is the regular practice at college that all NSS units conduct activities in respective adopted villages like Nagla Bhagori and Harnagar and communication is executed in local Brij language. For easy communication of subject course the medium of instruction is bilingual that is Hindi and English. Hindi, Sanskrit, English languages are taught in UG and PG programmes. College students also actively participate in various cultural events apart from NSS activities to recognise and support local culture. Most of our college students are from rural areas. They are encouraged to share their thoughts in their mother tongue and local language besides motivating them to speak in appropriate Hindi and English. The college also celebrates Hindi Divas to promote use of Hindi language.

5. Focus on Outcome based education (OBE):	All the programs are offered as outcomes-based education (OBE) which are designed keeping in mind the regional and global requirements. Course outcome of every subject well defined in the curriculum itself by affiliating university, Maharaja Surajmal Brij University ,Bharatpur. The College follows the guidelines as and when received from DCE and University where variety of approaches in teaching Learning process like lectures, seminars, practical and project-based learning field work, research work are suggested and College is implementing in best ways possible in its capacity.
6. Distance education/online education:	College has a study centre of Vardhman Mahaveer Open University (VMOU) since 2017. Counselors were appointed for study centre. Total 383 students (approx) were benefitted during 2019-2024. RSCIT exams conducted by VMOU were also organised by our college. Study material of courses shared with students in form of online videos which can be accessed from anywhere. The college has its you-tube channel and has educational videos on you-tube for free access on various subjects taught in the college. College website has been developed for making all information accessible to faculty members, enrolled and prospective students and to provide appropriate links for online teaching. Online teaching is done using YouTube, Google services and Zoom meets. The links of videos are shared to the students on WhatsApp groups and are stored on google drive of the college, named Rajiv Gandhi E-Content Bank. Lectures prepared by faculty members have been uploaded on LMS portal focused on online learning delivery. Students will be able to access the portal through their SSOID. Campus is Wi-fi enabled.

### **Institutional Initiatives for Electoral Literacy**

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, ELC has been established in the college in compliance of the order by Commissionerate College Education, Rajasthan, Jaipur. The ELC alongwith NSS deals with voter education and contributes towards spreading voter awareness and promoting voter literacy and ethical participation in accordance with SVEEP (Systematic Voter's Education and
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	Electoral Participation) program of the Election Commission, India. The ELC along with NSS contributes to spread the awareness regarding voting and other ethical heads regarding elections.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes. Nodal officer has been appointed by the college who take care of the participation of the students in the activities. ELC nodal officer is engaged in the activities whenever organized by the college and the district administration.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	1. Voter registration drive was conducted targeting eligible students on campus. 2. Students were also motivated to communicate it in their own communities and villages.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	1. Voter awareness and registration drive for the students were carried out in Bayana. 2. Initiatives are taken to ensure students download Voter Helpline App on their mobiles and register online. 3. Awareness camps were organized on the college campus with the help of the local block administration of Bayana. 4. Debates, slogans, posters, and rallies were organized in campus. Students are also rewarded for their appreciative work.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Voter registration drive conducted at college for above 18 yrs of age students. The college administration, and ELC and NSS always motivate the students to register through awareness campaigns. The regularly organized activities include rallies, national voters day celebrations, essay competitions etc. These programs spread a message among the students about their voting right. The nodal officer interacts to explain to them the importance of the same and asks them to register positively. Initiatives are taken to ensure that students download Voter Helpline App on their mobiles and register themselves online.

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1229	1159	935	855	1023
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 7

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

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
07	10	13	13	08

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
16.38007	11.21242	9.02706	19.32396	72.90129
File Description		Document		
Upload Supporting Document		<a href="#">View Document</a>		



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 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.

Academic calendar is prepared at the level of Commissionerate college education Rajasthan that includes dates for online admission to various classes, beginning of the session, holidays, summer break curricular activities, election of the student union and distribution of prizes to the students who performed well in co-curricular activities.

Programs related to annual examination are chalked out by the concerned university (Maharaja Surajmal Brij University Bharatpur).

College strictly adheres to the academic calendar and for that different committees are formed by the principal, for example admission committee look after the online admission process from filling of the admission forms to the final admission of the students to various classes.

As already mentioned, time table committee prepares the time table for the session and academic monitoring unit look after the proper implementation of the time table.

The classes begin from the first week of July and the syllabus are completed normally by the end of February.

University annual examinations generally start from mid of February and end in the month of May. During the pandemic only final year examinations of UG and PG were held. The works related to the examination such as the schedule and its proper conduction is carried out by an examination committee formed by the principal.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1

**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**

**Response: 0**

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

### 1.2.2

*Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years*

**Response: 0**

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

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

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

## 1.3 Curriculum Enrichment

### 1.3.1

*Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

**Response:**

**Government College Bayana always actively responses to the momentous issues of our society and socio-political environment to integrate the cross-cutting issues like Professional Ethics, Gender,**

**Human Values, Environment and Sustainability positively into the curriculum.**

The college follows the curriculum prepared by the affiliating university. The university designs the curriculum for all the programs which also includes the cross-cutting issues. Different cross cutting issues are incorporated in the syllabi of different courses. In the part first, courses of science, arts, and commerce faculties there is a separate paper of environmental science which includes basic knowledge about the environment pollution ecosystem and their challenges. Under graduate and post graduate courses of chemistry and zoology contain a paper of ecology and environmental biology. The course includes a very elaborated and extensive information about the environmental issues. The interference of human activities with the natural environment and their hazardous effects on ecosystem and human health and the measures to be taken to curtail them. The human values, gender equalities and professional ethics are included in the curriculum of BA part III sociology. Besides that, the human values are also taught in the UG and PG classes of Hindi and English literature. Because these cross- cutting issues are very relevant and important for overall development of students and for the society, the college pay special attention towards these practices and incorporate them in regular activities of NSS, NCC and Scouts.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

**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**

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

**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*

**Response:** C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	<a href="#">View Document</a>
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 70.9

##### 2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

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

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

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

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 2.1.2

*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

**Response:** 70.9

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)



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

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

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

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule ( Translated copy in English to be provided as applicable)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1

**Student – Full time Teacher Ratio**  
(Data for the latest completed academic year)

**Response:** 175.57

## 2.3 Teaching- Learning Process

### 2.3.1

**Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

**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.

All the programs of science faculty and Geography in the faculty of arts include practical also. Syllabus for different courses is formulated at the level of university by the members of board of studies after thorough discussions. The students pursuing UG/PG courses in science and geography carryout project work which is included in their syllabus and carry certain marks as decided by the university. The project report submitted by the students are evaluated based on their quality. The marks of the project work are added in the final examination score of the student. The project works not only provide them an environment of participative learning but also built self-confidence in the students. It also helps the students to develop new ideas which may be helpful in their higher studies particularly in the research field. The performances of the students are evaluated by the faculty members of that department. NSS committee also organizes various programs such as debates and workshops on relevant social issues. Students of the college also taken for educational tour to nearby areas. The knowledge of the students is increased by the educational tours. The student show the interest in such tours with discipline. During the tour the students of social sciences visit places of social, economic, and historical significance. The students of science visit industries, research laboratories, animal breeding and conservation centers etc.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1

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

**Response:** 44.74

**2.4.1.1 Number of sanctioned posts year wise during the last five years**

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

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**2.4.2**

*Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*

**Response:** 100

**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
7	10	13	13	8

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	<a href="#">View Document</a>
Institution data in the prescribed format	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

**2.5.1**

**Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**

**Response:**

**Teachers as well as students are aware of the exiting process of evaluation. 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 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.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

*Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

**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.

**Student programme and course Outcomes:**

Student performance is seen as the realization of learning outcomes which are specifications of what a student should be capable of doing on successful completion of a course and/or a program. Keeping this in mind the honourable members of our institute associated with BOS members of affiliating university Maharaja Surajmal Brij University, Bharatpur design the curriculum and the course content. Course Outcomes as well as Learning Outcomes depending upon the nature of course and concerned subject may vary. These outcomes are explained to students in the classrooms directly or indirectly by teachers. There are some universal learning outcomes which are inherent in every syllabus. The students are encouraged, guided to learn and imbibe these outcomes by teachers. Student outcomes are also percolated to students through organization and participation of cocurricular and extra-curricular activities. Every department plans and conducts all activities in light of the programme outcomes, course outcomes from many ways to assess whether the programme outcomes have been achieved or not. The performance of students in university examinations and in different internal examinations is a parameter of outcome assessment. Finally, at the end of the year, through annual examination the learning of the Students is evaluated by university and results are displayed on college website.

**2.6.2**

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

**Response:**

These outcomes are used as an indicator for evaluating students' performance and the achievement of learning objectives. The results of the courses are discussed in the meetings of various councils/committees and provisions are made about the required measures. Results of annual examinations work as an indicator that tells us about the shortcomings of the students. After analysing these results, expert lectures are conducted for the students. In subjects with practical classes, the timely submission of practical files, students' performance throughout the session and their attendances are taken into count on the evaluation scale. The institution takes some measures regarding monitoring and ensures the achievement of learning outcomes. It makes

sure that students are going in the right direction. They are guided at various levels of learning such as at curricular and curricular activities. Co-curricular activities give thrust to the achievement of learning outcomes. Faculty members analyse the performance of students at such activities. That works as morale booster for the students. These students are also encouraged for higher studies and for preparing the competitive exams such as RAS, IAS, RJS, RPSC, C.A., Bank PO etc. If students are not serious about attendance, they are warned within the time limit to complete 75% attendance. They are not allowed to appear as regular students if they fail to get 75% attendance.

### 2.6.3

**Pass percentage of Students during last five years (excluding backlog students)**

**Response:** 88.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
314	289	241	204	148

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

2022-23	2021-22	2020-21	2019-20	2018-19
372	343	243	218	180

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

**2.7.1****Online student satisfaction survey regarding teaching learning process****Response:**

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll as per data template	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1

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

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

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

**Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**

**Response:**

**Under the Indian Knowledge System, 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 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, Mehendi 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/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

**Response:** 0

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

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

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

## 3.3 Research Publications and Awards

### 3.3.1

**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

**Response:** 1.71

**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
2	3	0	1	6

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Institutional data in the prescribed format	<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:** 1.29

**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**

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

File Description	Document
List of chapter/book along with the links redirecting to the source website	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1

**Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development 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.**

- **Adoption of rural Panchayat:** The NSS unit of our college has adopted Nagla Bhagori and Harnagar 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.
- **Blood donation camps:** The College organizes activity regarding blood donation camps at least once during each academic session and students and staff donate blood. By these activities, students are motivated for social services.
- **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	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.2

**Awards and recognitions received for extension activities from government / government recognised bodies**

**Response:**

The following awards and recognitions have been received for extension activities from government/ government recognised bodies during the last five years-

1- Jai Shiv

2- Jai Shiv

3- Manisha Kumari

4- Jyoti Kumari

5- Brijesh Kumar Gupta

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**3.4.3**

*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

**Response:** 56

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

2022-23	2021-22	2020-21	2019-20	2018-19
19	20	17	0	0

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 3.5 Collaboration

#### 3.5.1

*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

**Response:** 0

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

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

**Response:**

The institution makes use of buildings and so ensures sufficient space for all classroom and common facilities. There are well equipped 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. They can be confirmed by the medals won by different events. The college sports committee takes cares various team selections, 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 gymnasium 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 games.
- There is a provision for TA, DA for participation, state and national events.

There is also provision of mementos and certificate for winners.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**4.1.2**

*Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

**Response:** 35.06

**4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
1.97	0	0.06	6.13	37.01

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	<a href="#">View Document</a>

**4.2 Library as a Learning Resource****4.2.1**

*Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

**Response:**

**Library is not automated with digital facilities.**

**4.3 IT Infrastructure**

**4.3.1**

**Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**

*Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

**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 class rooms with smart board facilities.**
- **The smart lab is used to virtual meetings with the Commissionerate College Education.**

**LMS –**

- **LCD projector in one rooms, E-podium for recording e-lectures. Personal and college laptops are available for development.**
- **There are many 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 twenty two.**

**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.**



File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**4.3.2**

**Student – Computer ratio (Data for the latest completed academic year)**

**Response:** 55.86

**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 22

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	<a href="#">View Document</a>
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	<a href="#">View Document</a>

**4.4 Maintenance of Campus Infrastructure****4.4.1**

*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

**Response:** 21.1

**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)**

2022-23	2021-22	2020-21	2019-20	2018-19
1.07	0.10	0.32	0.53	25.16

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

**Response:** 49.18

**5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
458	635	568	490	407

#### File Description

#### Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 5.1.2

*Following capacity development and skills enhancement activities are organised for improving students' capability*

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

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

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.1.3

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

**Response:** 14.04

**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
0	0	0	500	230

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.1.4

*The institution adopts the following for 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
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1

**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

**Response:** 0

**5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

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

**5.2.1.2 Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
25	6	2	0	0

File Description	Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.2.2

**Percentage of students qualifying in state/national/ international level examinations during the last five years**

**Response:** 6.06

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	2

**File Description****Document**

List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 5.3 Student Participation and Activities

#### 5.3.1

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

**Response:** 5

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	5	0	0

**File Description****Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 5.3.2

**Average number of sports and cultural programs in which students of the Institution participated**

during last five years (organised by the institution/other institutions)

**Response:** 2.6

**5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	4	0	1	3

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</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.**

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

*The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

#### 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, OBC, 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 all the government colleges 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 is 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 at the Commissionerate and at the college level. All the orders received from commionerate are followed regularly on a proper time. 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. Many committees are formed, 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.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

**6.2 Strategy Development and Deployment****6.2.1**

*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

**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 with 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.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.2.2

*Institution implements e-governance in its operations*

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

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

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1

**The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**

**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 this, 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, in the form 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 -**

- **PL-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 specially for female staff -**

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

**leave specially for male staff-**

**Paternity leaves two times in the whole service period.**

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>

**6.3.2**

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

**Response: 0**

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

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

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

### 6.3.3

**Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

**Response:** 72.55

**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	2	15	14	6

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

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

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1

**Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**

**Response:**

The funds received are properly allocated and distributed for the various purposes and utmost care is taken that they are properly utilized. The account section of the college maintains 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 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 the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

#### Response:

College appointed the internal Quality Assurance cell in 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. There is Geography lab in the college.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**6.5.2**

**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

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

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	<a href="#">View Document</a>
Link to Minute of IQAC meetings, hosted on HEI website	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

**Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.**

*Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

**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.**

**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 is 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 equal 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.**

**Institute celebrates 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 girls and boys 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, pandit Deen Dayal Upadhyay Jayanti etc.**
- **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.**
- **Mehandi Competition.**
- **Folk song Competition.**
- **Story telling sessions.**
- **Slogan/poster competition.**
- **Quiz competition..**
- **Essay writing.**

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### **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 nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

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



File Description	Document
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.3

**Quality audits on environment and energy 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 initiatives**
- 4.Beyond the campus environmental promotion activities**

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

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 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 indiscriminon 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. Constitution Day is celebrated every year on 26 november in the college. Principal awares 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.
- 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.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1

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

Response:

## Best Practice 'A'

1. **Title:** “*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.
- For energy conservation college use CFL and LED bulbs, which not only provide a better quality of light, but they also use less electricity. All appliances are kept switched off 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. Both the students and staff members are motivated 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.

## Best Practice 'B'

## Topic: “ICT Introductory classes”

1. **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.
2. **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 as we can, in ICT area so they will not 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.

### 3. 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, 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 faculty members in the college.
- Lack of high-speed internet due to isolated area.
- There is need of more computers, computer trainers and permanent computer operators.
- To fill up the vacant post of computer teacher in the college, is also needed.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1

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

**Response:**

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 ST, SC, 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 necessary facilities.

## The Curriculum

- **Students' Centric Course design.**
- **Choice of optional subjects at undergraduate as well as two subjects at 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.**
- **Exposure to E-content and e-learning.**
- **Best practices and efforts for environment conservation.**

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

#### **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.

### **Concluding Remarks :**

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.