# Yearly Status Report - 2017-2018

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1. Name of the Institution** | **SD GOVT COLLEGE BEAWAR** |
| Name of the head of the Institution | **DR R. C. LODHA** |
| Designation | **Principal(in-charge)** |
| Does the Institution function from own campus | **Yes** |
| Phone no/Alternate Phone no. | **01462224548** |
| Mobile no. | **9413041326** |
| Registered Email | **sdcollegebeawar@gmail.com** |
| Alternate Email | **sdgcb.naac.iqac@gmail.com** |
| Address | **Todgarh Road, Beawar** |
| City/Town | **Beawar** |
| State/UT | **Rajasthan** |
| Pincode | **305901** |

2. Institutional Status

| Affiliated / Constituent | **Affiliated** |
|---|---|
| Type of Institution | **Co-education** |
| Location | **Semi-urban** |
| Financial Status | **state** |
| Name of the IQAC co-ordinator/Director | **Dr Romilla Bali** |
| Phone no/Alternate Phone no. | **01462224548** |
| Mobile no. | **9414009802** |
| Registered Email | **sdcollegebeawar@gmail.com** |
| Alternate Email | **sdgcb.naac.iqac@gmail.com** |

## 3. Website Address

| Web-link of the AQAR: (Previous Academic Year) | [https://hte.rajasthan.gov.in/college/gcbeawar](https://hte.rajasthan.gov.in/college/gcbeawar) |
|---|---|

| **4. Whether Academic Calendar prepared during the year** | **No** |
|---|---|

## 5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
|---|---|---|---|---|---|
| | | | | Period From | Period To |
| **1** | **B++** | **82.05** | **2004** | **16-Sep-2004** | **27-Mar-2011** |
| **2** | **B** | **2.63** | **2011** | **27-Mar-2011** | **26-Nov-2016** |
| **3** | **A** | **3.02** | **2017** | **30-Oct-2017** | **29-Oct-2022** |

| **6. Date of Establishment of IQAC** | **20-Sep-2011** |
|---|---|

## 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|---|---|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| **ORIENTATION PROGRAM FOR FACULTY** | **07-Nov-2017** **1** | **38** |
| **INVESTOR AWARENESS PROGRAM** | **22-Sep-2017** **1** | **22** |

| ORIENTATTION PROGRAM | 19-Aug-2017 1 | 94 |
|---|---|---|
| No Files Uploaded !!! | | |

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

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| institution | RUSA | RUSA | 2017 365 | 10000000 |
| No Files Uploaded !!! | | | | |

| 9. Whether composition of IQAC as per latest NAAC guidelines: | Yes |
|---|---|
| Upload latest notification of formation of IQAC | View File |
| 10. Number of IQAC meetings held during the year : | 2 |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | Yes |
| Upload the minutes of meeting and action taken report | View File |
| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No |

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

Mock interview organized for undergraduate Final Year and Post Graduate students. This brought in exposer to face interview for jobs in private sector and temper interpersonal communication skills amongst the young students Organized workshop for Postgraduate Final year students for writing Research Papers Organized interactive Workshop for faculty on 'Teachers as Mentors' along with Mentoring and Counselling Committee Internal Administrative Audit was conducted in the college Internal Green Audit was conducted in the college

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

| Plan of Action | Achivements/Outcomes |
|---|---|
| To further strengthen our alumni | Alumni contributed in different ways |

| | through mentoring junior students in college, providing internships, placements, research projects, professional guidance. Few also contributed financially. |
|---|---|
| To improve infrastructure facilities | Infrastructure facilities were improved and emphasis was given to provide computers to all science departments |
| To encourage students participation in research competitions | organized workshop for postgraduate students |
| Paper-wise result analysis to be submitted by departments | remedial classes were planned in accordance with result analysis |
| Department calendars for the entire academic year to be prepared in the first month | Curriculum was completed as per calendar and monthly test was conducted |

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| **14. Whether AQAR was placed before statutory body ?** | **Yes** |
|---|---|

| Name of Statutory Body | Meeting Date |
|---|---|
| naac committee of college under headship of Principal | 05-Oct-2017 |

| **15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?** | **No** |
|---|---|

| **16. Whether institutional data submitted to AISHE:** | **Yes** |
|---|---|

| Year of Submission | **2018** |
|---|---|

| Date of Submission | **17-Mar-2018** |
|---|---|

| **17. Does the Institution have Management Information System ?** | **No** |
|---|---|

Part B

## CRITERION I – CURRICULAR ASPECTS

### 1.1 – Curriculum Planning and Implementation

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

At the beginning of the academic session, departmental meetings are held in every department in which syllabus for the academic session are distributed to the teachers; after which the number of papers that the teachers of each department were assigned. Classes are held according to the schedule under the supervision of College administration. Teachers prepare their lesson plan

according to the topics assigned to them and submit their lesson plans to the IQAC and thus the IQAC monitor and check periodically the topic coverage of every teacher in order to ensure balance within the time bound. The College has a library with open access system and it opens till late afternoon and some departments have their Departmental libraries for the benefit of the students. A good number of Journals are subscribed by the College where students can have the access of e-learning through online. For the effective teaching delivery of curriculum, various teaching methods are applied based on the requirement of the subject or topic. Both the conventional and the advanced teaching-learning aids are used in delivering the lesson, such as Chalk and Black board method, ICT-enabled teaching-learning method, Paper Presentation and Seminar by the post graduate students, Group Discussion, Field Trip and Excursion, Distribution of notes by the teachers, etc. Seminars and special talks by experts are also arranged. Regular class test are conducted and regular assessment in practical classes are done to keep track on the improvement of the students.

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

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entreprene urship | Skill Development |
|---|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | | |

## 1.2 – Academic Flexibility

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

| Programme/Course | Programme Specialization | Dates of Introduction |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

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

| | Certificate | Diploma Course |
|---|---|---|
| Number of Students | Nil | Nil |

## 1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---|---|---|
| sewing course for girls | 10/09/2018 | 92 |
| No file uploaded. | | |

### 1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---|---|---|
| MA | GEOGRAPHY | 45 |
| MSc | ZOOLOGY | 27 |
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| Students | Yes |
|---|---|
| Teachers | Yes |
| Employers | No |
| Alumni | Yes |
| Parents | Yes |

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

Feedback Obtained

The College administration and the IQAC coordinate and collect feedback periodically from students through the process of responding to a questionnaire. They are also informed and given the liberty to submit their suggestions, grievances and problems anytime during the year through the complaint box placed by the Grievance Redressal Committee. The students also give their feedback on the curriculum through their mentors and the students' feed backs are given due consideration. The feedback from the faculty is obtained through discussions in the departmental level, through self appraisal and in faculty meeting. In every area where improvements are required are discussions are held in respective committees/departments. Feedback from the alumni is solicited through consultation during alumni association meetings. Feedback from the parents is conveyed in the Parent Teacher meeting. Suggestions and comments given by the guardians are also taken into account for future development. The feedback from various stakeholders is collected and thoroughly discussed and analysed in the appropriate forum. Accordingly, matters that can be handled independently and personally are forwarded to the concerned individuals or departments to address the problem by adopting corrective measures. Matters which involve the College as a whole are dealt by the Principal in coordination with the concerned department through head of departments or concerned committee. The proposals given by the different committees and departments are discussed with the Governing Body of the College for necessary action. Strengths of the College are also taken into consideration for further up gradation.

# CRITERION II – TEACHING- LEARNING AND EVALUATION

## 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|---|---|---|---|---|
| BA | Pass course | 700 | 1282 | 672 |
| BA | Hons | 80 | 113 | 80 |
| BSc | biology and Maths | 263 | 1015 | 247 |
| BCom | Pass course | 400 | 525 | 365 |
| MSc | zoo and chem | 40 | 168 | 36 |
| MCom | ABST/EAFM/BA | 120 | 265 | 109 |
| MA | SEVEN SUBJECTS | 280 | 564 | 230 |
| PG Diploma | TEXTILE | 20 | 16 | 11 |

| CHEMISTRY | | | | |
|---|---|---|---|---|
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## 2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|---|---|---|---|---|---|
| **2017** | **3176** | **682** | **9** | **Nill** | **53** |

## 2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|---|---|---|---|---|---|
| **62** | **37** | **Nill** | **6** | **6** | **6** |
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

At the beginning of the academic session, the classwise names of the mentors are displayed on the College notice board. The mentors are responsible for academic progress and psychological well being of their mentees. They are also entrusted with the task of monitoring the attendance and academic progress of the students. They also provide primary psychological counselling to those who need them and refer them for more professional counselling, if required. At the beginning of the academic session, the mentors conduct orientation programmes for the mentees, whereby they are acquainted with the institution, its goals and mission, the facilities available and the regulations of the affiliating university. The mentors maintain the biographic details of each individual mentee including their educational background and socioeconomic status. They also maintain record of their class attendance, classperformance and academic progress. The mentors use both formal and informal means for mentoring.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|---|---|---|
| **3858** | **62** | **1:62** |

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|---|---|---|---|---|
| **97** | **62** | **35** | **Nill** | **41** |

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

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---|---|---|---|
| **No Data Entered/Not Applicable !!!** | | | |

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## 2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
| --- | --- | --- | --- | --- |
| No Data Entered/Not Applicable !!! | | | | |
| View File | | | | |

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

At the beginning of the academic session students were oriented about the continuous internal evaluation. They were informed how much they should obtain in order to be eligible for the end term examination. As per the needs of fulfilment, the College laid equal importance of the performance of the students in every categories of the assessment. According to the convenience of the concerned teacher Class tests are conducted regularly. Students who are found to be exceptionally weak are given special attention and are made to reappear the same test until they could improve. Assignments, Seminars and Project Works are another major evaluation wherein students are made to perform either individually or in group. The College also gives special attention on Group discussion, Field trip/ excursion and other curriculum activities so as to make the students engage themselves in cognitive learning, learning through exposure, learning through peer review etc. The implication of various teaching method is to supplement the theoretical method of teaching learning process and through this process, Internal Evaluation system is assisted.

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

Academic calendar is prepared and distributed at the beginning of the new academic session to the teaching and nonteaching staff and students of the College for the intimation of yearly schedule. It contains the yearly schedule of the College ranging from holidays to examination to curriculum activities of the College. It is prepared by referring the state calendar and the academic calendar of the affiliated university to ensure smooth conduct of the activities of the College. Unless any coincidence occurred the given date of event is followed accordingly

## 2.6 – Student Performance and Learning Outcomes

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

| No Data Entered/Not Applicable !!! |
| --- |

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
| --- | --- | --- | --- | --- | --- |
| No Data Entered/Not Applicable !!! | | | | | |
| View File | | | | | |

**2.7 – Student Satisfaction Survey**

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

<div align="center">

**No Data Entered/Not Applicable !!!**

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## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

**3.1 – Resource Mobilization for Research**

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---|---|---|---|---|
| **No Data Entered/Not Applicable !!!** | | | | |
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**3.2 – Innovation Ecosystem**

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

| Title of workshop/seminar | Name of the Dept. | Date |
|---|---|---|
| **Innovation in Teaching** | **Department of Economics** | **21/12/2017** |

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|---|---|---|---|
| **No Data Entered/Not Applicable !!!** | | | | |
| **No file uploaded.** | | | | |

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

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|---|---|---|---|---|
| **No Data Entered/Not Applicable !!!** | | | | | |
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**3.3 – Research Publications and Awards**

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|---|---|---|
| **0** | **1** | **0** |

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

| Name of the Department | Number of PhD's Awarded |
|---|---|
| **hindi** | **1** |
| **sanskrit** | **1** |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---|---|---|---|
| **No Data Entered/Not Applicable !!!** | | | |
| View File | | | |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|---|---|
| No Data Entered/Not Applicable !!! ||
| View File ||

 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---|---|---|---|---|---|---|
| No Data Entered/Not Applicable !!! |||||||
| View File |||||||

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---|---|---|---|---|---|---|
| No Data Entered/Not Applicable !!! |||||||
| No file uploaded. |||||||

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

| Number of Faculty | International | National | State | Local |
|---|---|---|---|---|
| Attended/Seminars/Workshops | 10 | 22 | 2 | Nill |
| Presented papers | 43 | 89 | 4 | Nill |
| Resource persons | 3 | 1 | 1 | Nill |
| View File |||||

# 3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|---|---|
| IINNA 2 REGINAL LEVEL | NSS | 23 | 70 |
| RUN FOR UNITY | NSS/NCC/LOCAL ADMINISTRATION | 5 | 89 |
| NSS DAY | NSS | 10 | 188 |
| GANDHI JYANTI | NSS/COLLEGE/NCC/YDC | 58 | 378 |
| KOUMI EKTA SAPTAH | NSS/COLLEGE/NCC/YDC | 22 | 177 |
| BLOOD DONATION CAMP | NSS/COLLEGE/NCC/YDC | 54 | 700 |
| SEVEN DAY CAMP | NSS | 4 | 200 |

| | | | |
|---|---|---|---|
| SECOND ONE DAY CAMP | NSS | 4 | 200 |
| ONE DAY CAMP | NSS | 4 | 200 |
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---|---|---|---|
| AAINA-2 STATE LEVEL | PARTICIPATION | NSS RAJASTHAN STATE COORDINATOR | 5 |
| SHORT FILM MAKING | SECOND | AAINA-2 REGIONAL LEVEL | 5 |
| DOCUMENTARY | FIRST | AAINA-2 REGIONAL LEVEL | 1 |
| No file uploaded. | | | |

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

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activites | Number of students participated in such activites |
|---|---|---|---|---|
| OLD AGE CARE | BRAHMA NAND OLD AGE HOME BEAWAR | DAY CARE | 4 | 191 |
| ADOPTION OF VILLAGE | GRAM PANCHAYAT AND COLLEGE | SURVEY AND AWARENESS | 4 | 192 |
| SWACH BHARAT ABHIYAN | LOCAL ADMINISTRATION | CLEANING COLLEGE AND WATER BPDIES IN LOCAL AREA | 52 | 362 |
| No file uploaded. | | | | |

## 3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|---|---|---|---|
| NIL | 0 | 00 | 0 |
| No file uploaded. | | | |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---|---|---|---|---|---|
| Research | entomology | national seed | 01/10/2017 | 15/12/2018 | 1 |

| | research and training centre | | | | |
| --- | --- | --- | --- | --- | --- |
| | **No file uploaded.** | | | | |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
| --- | --- | --- | --- |
| **No Data Entered/Not Applicable !!!** | | | |
| **No file uploaded.** | | | |

# CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 – Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
| --- | --- |
| **5000000** | **5000000** |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
| --- | --- |
| **Seminar halls with ICT facilities** | **Newly Added** |
| **Classrooms with LCD facilities** | **Newly Added** |
| **Classrooms with LCD facilities** | **Existing** |
| **Seminar Halls** | **Existing** |
| **Laboratories** | **Existing** |
| **Class rooms** | **Existing** |
| **Campus Area** | **Existing** |
| [View File](#) | |

## 4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
| --- | --- | --- | --- |
| **SOUL** | **Partially** | **2.000** | **2018** |

4.2.2 – Library Services

| Library Service Type | Existing | Newly Added | Total |
| --- | --- | --- | --- |
| **No Data Entered/Not Applicable !!!** | | | |
| [View File](#) | | | |

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

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
| --- | --- | --- | --- |
| **No Data Entered/Not Applicable !!!** | | | |

| | No file uploaded. |
|---|---|

## 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/ GBPS) | Others |
|---|---|---|---|---|---|---|---|---|---|
| Existing | 15 | 1 | 20 | 1 | 0 | 3 | 9 | 0 | 0 |
| Added | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 10 | 0 |
| Total | 15 | 1 | 21 | 1 | 0 | 3 | 9 | 10 | 0 |

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

| 10 MBPS/ GBPS |
|---|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|---|---|
| No Data Entered/Not Applicable !!! | |

## 4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurredon maintenance of physical facilites |
|---|---|---|---|
| 0 | 0 | 140.75 | 140.75 |

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

The faculty members of the College along with the Principal decide the guidelines for overall development and accordingly frame policies based on guidelines of Government of Rajasthan UGC and MDS University Ajmer. There are different committees to look into maintenance and other infrastructural facilities. 1. Purchase Committee The committee scrutinizes the proposal of fund utilization based on need and requirement to ensure optimal utilization of funds allocated to the respective departments each academic year. The decision is finalized on the basis of quotations. 2. Library Advisory Committee The library has advisory committee with a Librarian as convener and faculty members nominated as member of the committee by principal. This committee meet to discuss the function, requirements, utilization of resources, distribution of funds and other matter pertaining to the library. 3. Infrastructural Guidelines and policies (For use, repair and maintenance) • Use of classrooms: A committee is formed to monitor Class room and have to report any breakages/ nonfunctioning of any instruments viz electric appliances etc and report to the concerned authority. • Use of Mobile Phones in College Premises: Students are permitted to use mobile phones ONLY in the lobby on the ground floor, the common room and on the landings at any time during the day phones may also be used in other places during the break time. Phones are to be SWITCHED OFF and placed in the bag DURING CLASS HOURS. Students are responsible for the safekeeping of their mobile phones. • Use of Laboratories Students are not permitted in the laboratories without the presence of the faculty teacher. The

PhD students can use the laboratory and equipment's only by prior booking of lab and placing a requisition for equipment's to be used. There are written rule to be followed by the students in the laboratories. • The college library has grievance redressal mechanism where students can consult any problems related to library and its services. The maintenance required for equipment's/installations/repair/servicing/annual maintenance and other infrastructural facilities is reported in maintenance book kept in each related department. There is a dead stock register maintained in each department where nonfunctional equipment's are mentioned. The maintenance of infrastructure facilities like toilet blocks, equipment, furniture, replacement of fire extinguishers, electric work, plumbing, aqua guard, water cooler, water tank is through proper channel . Accession records are maintained at the purchase for library as well as for all laboratories.

# CRITERION V – STUDENT SUPPORT AND PROGRESSION

## 5.1 – Student Support

### 5.1.1 – Scholarships and Financial Support

|  | Name/Title of the scheme | Number of students | Amount in Rupees |
|---|---|---|---|
| Financial Support from institution | Nill | Nill | Nill |
| Financial Support from Other Sources |  |  |  |
| a) National | Nill | Nill | Nill |
| b)International | Nill | Nill | Nill |
| View File | | | |

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

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|---|---|---|
| Yoga camp | 12/01/2018 | 172 | NSS |
| Language Skill development Programme | 14/12/2017 | 56 | English Departemnt |
| No file uploaded. | | | |

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
|---|---|---|---|---|---|
| 2017 | CAREER COUNSELLING TO STUDENTS | 53 | 48 | 27 | 16 |
| No file uploaded. | | | | | |

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

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|:---:|:---:|:---:|
| Nill | Nill | Nill |

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|:---:|:---:|:---:|:---:|:---:|:---:|
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited | Number of students participated | Number of stduents placed |
| HDFC | 28 | 2 | SHREE CEMENT | 53 | 8 |

**No file uploaded.**

### 5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
|:---:|:---:|:---:|:---:|:---:|:---:|
| 2018 | 60 | BA | ARTS | MDSU/UOR/DELHI UNIVERSITY | PG |
| 2018 | 45 | BSC | SCIENCE | MDSU/UOR | PG |
| 2018 | 55 | BCOM | COMMERCE | MDSU/UOR | PG |

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### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items | Number of students selected/ qualifying |
|:---:|:---:|
| NET | 22 |
| CAT | 2 |
| Civil Services | 1 |
| Any Other | 315 |

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

| Activity | Level | Number of Participants |
|:---:|:---:|:---:|
| VARIOUS GAMES | COLLEGE LEVEL | 222 |
| ATEHLETICS | COLLEGE LEVEL | 127 |
| MUSICAL INSTRUMENTS | COLLEGE LEVEL | 15 |
| MONOACTING | COLLEGE LEVEL | 24 |
| FANCY DRESS | COLLEGE LEVEL | 30 |
| PLAY | COLLEGE LEVEL | 40 |
| SOLO DANCE | COLLEGE LEVEL | 30 |
| GROUP DANCE | COLLEGE LEVEL | 35 |
| SOLO SONG | COLLEGE LEVEL | 32 |

| GROUP SONG | COLLEGE LEVEL | 24 |
|---|---|---|
| No file uploaded. | | |

## 5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|---|---|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | | | |
| No file uploaded. | | | | | | |

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

Every year, elections for the posts of President, Vice President, General Secretary and secretary along with Class representative are conducted in accordance with guidelines from Higher education department, Government of Rajasthan Jaipur. The Student advisory Committee is formed in the college by principal. The Student Advisory Committee are in close communication with the students through the President and class representatives. In addition to the class representatives who are part of the Students' Council, each college committee also chooses student representatives to serve on the committees and to function as a liaison between the committees and the students. Various activities are conducted by the Students' Council like Independence Day celebration, Teacher's Day celebration, fresher party, farewell party, cultural programmes (on some occasions). One of the roles of the Students' Council is to procure students feedback. This gives all students an opportunity to voice their issues and concerns, if any. The Students' Council is a very important body of our college which sees to the fact that student concerns and voices are heard.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

REGISTRATION NO 131/AJMER/2009-10

5.4.2 – No. of enrolled Alumni:

100

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

1000000

5.4.4 – Meetings/activities organized by Alumni Association :

Regular monthly meeting along with suggestions for the improvement for college

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

Decentralization have significant impact on policy, planning and management. It is a means of improving the efficiency to impart education to the students and to develop over all personality development along with the quality of

educational service. Our Institution practices decentralization and participative management. The principal is the sole authority of the institution. Principal constitutes various committees comprising teaching staff, non teaching staff and students for the smooth functioning of administrative work, also committees are formed for cocurricular and extra curricular activities. Students are empowered to play an active role in cocurricular and extracurricular activities, and social services. There are different committees such as NCC, Scout Guide cell, UGC cell, Building committee, College Development Council, eco club, womans Cell, NSS, IQAC, mentoring etc. in which students and teachers participate and take active part. The College core committee formulates common working procedures and entrusts the implementation through departments. The department or committee incharge manages the activities of the department and keep track of cocurricular and extracurricular activities in the College. Other units of College like sports, library, students council also operates under the guidance of the various committees and also students are involved in the decision making process to some extent.

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

| No |
| --- |

## 6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
| --- | --- |
| Admission of Students | Admission is conducted through online process. It is based on policy made by state government and admissions are strictly given on merit basis. |
| Human Resource Management | The college earnestly works to prepare the students for their higher studies. Apart from the routine academic classes, the students are also given exposure to sports, cultural activities and seminar/ conferences. Faculties of this institution are provided with a healthy research atmosphere to enrich their academic career. Moreover, they are also incorporated in different college committees which provide administrative experience to them. |
| Library, ICT and Physical Infrastructure / Instrumentation | College has got big library with different sections for landing and non landing books. Faculty prepare list of latest books related to curriculum and research and books are purchased depending upon availability of funds from state government grant. Inflibnet facility/ E-journals subscription is available for faculty. |
| Research and Development | institution encourage students and faculty for research projects. College teachers and research students are motivated N-List membership for e-journals. Plans are there for In-house |

| | Journal for each department |
|---|---|
| Examination and Evaluation | – on the basis of Internal academic audit and Result Analysis monthly tests were conducted for all classes. Teachers evaluated the test copies as per university directives and students are made to learn how to write correct answer in university examination. Internal assessment are made for all students and extra attendance percentage were granted to promote participation in internal tests. |
| Teaching and Learning | Departmental Seminars were conducted by post graduate departments to develop teaching and learning skills among students. Extra Remedial classes were organized for weak students on the basis of result analysis. Unit Tests and Internal assessment was done for all undergraduate and post graduate classes. Maximum use of ICT in Teaching Learning is initiated for teaching staff. |
| Curriculum Development | Teachers are advised to divide curriculum month wise so that course can be completed within speculated time. Seminars on Teaching Learning Methodology were conducted by IQAC and hand on materials were prepared by teaching faculty for students. |

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

| E-governace area | Details |
|---|---|
| Planning and Development | -Implemented SMS and email system for dissemination of information including regular notice to all stakeholders. |
| Administration | - Computerised system Finance and Accounts The accounts of the College are maintained under cash basis of accounting. Staff salary along with their profile is maintained in the system and all bills are generated through paymanger software. All orders issued by principal are computerized and proper e-filling are maintained |
| Student Admission and Support | no admission in the college is given through Paper form Process. All admissions are through ON Line Process. Various committees are form to give help to Students to fill online form and uploading documents for filling form. |
| Examination | - Examination forms are filled online as per directives of MDS University Ajmer. The allocation of invigilation |

## 6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
| --- | --- | --- | --- | --- |
| No Data Entered/Not Applicable !!! | | | | |
| No file uploaded. | | | | |

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
| --- | --- | --- | --- | --- | --- | --- |
| No Data Entered/Not Applicable !!! | | | | | | |
| No file uploaded. | | | | | | |

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

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
| --- | --- | --- | --- | --- |
| REFRESHER PROGRAM | 3 | 22/09/2017 | 12/10/2017 | 21 |
| REFRESHER PROGRAM | 2 | 09/08/2017 | 29/08/2017 | 21 |
| View File | | | | |

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

| Teaching | | Non-teaching | |
| --- | --- | --- | --- |
| Permanent | Full Time | Permanent | Full Time |
| No Data Entered/Not Applicable !!! | | | |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
| --- | --- | --- |
| WELFARE THROUGH STAFF CLUB | AS PER GOVERNMENT SCHEMES | INSURANCE, BOOK BANK, SC/ST GIRLS BOOK BANK, SCHOLARSHIPS |

## 6.4 – Financial Management and Resource Mobilization

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

Internal audit is done every year where the college auditing team checks the income , grants and funds received from state / central government and through

fees from students. Cash book is checked with the help of bank statement and vouchers maintained by the institution along with physical cash verification. Reports of Income and Expenditure statement is submitted to the Chattered Accountant who prepared the financial statement and other reports for the institution. External audit is also done by state government.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|---|---|---|
| Shree Cement Ltd | 1000000 | construction of internal road |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

| 1015000.00 |
|---|

## 6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | Nill | Yes | academic mentors under headship of Vice Principal |
| Administrative | No | Nill | Yes | Through different committees formed by Principal |

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

First Year Meetings: Parents Teacher Association arranged a function to welcome the first year students and their parents on the day of commencement of classes Aided the Counselling session Participated in Blood Donation Camp The feedback from parents on various academic and non-academic activities is collected and analyzed by the IQAC. Institute believes in maintaining a holistic relationship between teachers and parents so as to improve the quality of education and it adopts several initiatives in this direction.

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

Training Programme to enhance their skills Computer and skill-based training by Regular medical check-up

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

Seminars and workshops were organised College has proposed to start PG in Music and English Botanical Garden was maintained and more plants of ethnological importance planted

6.5.5 – Internal Quality Assurance System Details

| a) Submission of Data for AISHE portal | Yes |
|---|---|
| b)Participation in NIRF | Nill |

| | | |
|---|---|---|
| c)ISO certification | Nill | |
| d)NBA or any other quality audit | Nill | |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|---|---|---|---|---|---|
| 2017 | extension lecture on disaster management | 03/10/2017 | 03/10/2017 | 03/10/2017 | 171 |
| 2017 | language skill development programme | 13/11/2017 | 13/11/2017 | 16/11/2017 | 62 |
| No file uploaded. | | | | | |

# CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

## 7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants | |
|---|---|---|---|---|
| | | | Female | Male |
| equality act lecture | 26/10/2017 | 26/10/2017 | 141 | Nill |
| trainning for self protection | 13/11/2017 | 14/11/2017 | 50 | Nill |
| international women day | 09/03/2018 | 09/03/2018 | 200 | Nill |

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

| Percentage of power requirement of the University met by the renewable energy sources |
|---|
| Planning to install solar energy panels for alternative energy. |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|---|---|---|
| Physical facilities | Yes | 14 |
| Ramp/Rails | Yes | 16 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|---|---|---|---|---|---|---|---|
| 2018 | 1 | 1 | 16/01/2018 | 1 | mamorandum to SDM for | SDM | 38 |

| 2018 | 1 | 1 | 17/01/2018 | 1 | AWARENESS TO FILL INCOMETAX RETURN FORM | CA INSTITUTE | 114 |

**No file uploaded.**

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

| Title | Date of publication | Follow up(max 100 words) |
|---|---|---|
| **No Data Entered/Not Applicable !!!** | | |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---|---|---|
| TALK ON VEDAS | 23/01/2018 | 23/01/2018 | 325 |
| LECTURE ON MORAL VALUES | 12/01/2018 | 12/01/2018 | 312 |

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

> Maintaining a separate dustbin for Biodegradable and non degradable products

> Plantation of Plants especially medicinal plants and fruit trees

> The College has ensured the electrical wiring of the College campus based on the prescribed code to prevent 'transmission loss' of energy due to inferior quality of electrical wires and appliances.

> Established pit for bio-fertilizer

> Installation of Rain water storage

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

> 1. Tobacco free campus 2. Green audit

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

## 7.3 – Institutional Distinctiveness

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

> The vision of the College includes aims to provide knowledge of the highest standard and achieve excellence. To foster the spirit of love, compassion, universal brotherhood and patriotism through the ideal of tolerance of diversities within the society and thus fulfil the institution's motto. To facilitate holistic development of the younger generation, which includes physical, mental and spiritual wellbeing moral values are taught and practised in the College campus. The students get requisite lessons that keep their minds ignited for seeking knowledge and are motivated to do well in every sphere of their life. One distinctive practice of the College is the daily mentors meet students of various classes. Extracurricular activities are conducted in the

College which gives a platform to the students to display their talents and potentialities. . Each student is motivated based on his/her preference so as to encourage their interest besides the academic. The College also consists of various committees which look after the welfare of the students and cater to their needs. The Mentoring Programme that has been initiated by the College has also made a positive impact especially on the personal development of the students. The close relationship formed between the mentor and the mentees has helped the students to feel connected to the College as a member of the fraternity and not just as a mere student with a daily class routine. In the process of the mentoring, the mentors are able to learn more not only about their personal interests but also about the challenges that they face both as a student and as a member of the society. And accordingly, the respective mentors try their best to offer their guidance and if necessary, they are also referred to the College Counsellor.

| Provide the weblink of the institution |
|---|
|  |

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

• To conduct national seminar and workshop. • Computer Training of the office staff so that they are able to efficiently handle the automation of the online administrative work • To introduce vocational courses. • To introduce post graduate courses in more subjects. • To take Career Guidance and Conselling programme frequently. • Reaffirmation of the existing committee of the College. • Infuse social compatibility and inculcate civic sense and core values of life through various activities. .