



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution	
	SHRI SHIV CHARAN MATHUR GOVERNMENT COLLEGE MANDALGARH
• Name of the Head of the institution	MISS. SUMITRA DEVI SAHU
• Designation	ACTING PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	0489230515
• Mobile no	9166812331
• Registered e-mail	mandalgarh.govtcollege@gmail.com
• Alternate e-mail	mandalgarh.govtcollege@gmail.com
• Address	KOTA BHILWARA ROAD HODA, MANDALGARH
• City/Town	MANDALGARH
• State/UT	RAJASTHAN
• Pin Code	311604
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	MAHARISHI DAYANAND SARASWATI UNIVERSITY, AJMER				
• Name of the IQAC Coordinator	SH. SIDDHARTH KUMAR DESAI				
• Phone No.	01489230515				
• Alternate phone No.	01489230515				
• Mobile	9414328056				
• IQAC e-mail address	mandalgarh.govtcollege@gmail.com				
• Alternate Email address	mandalgarh.govtcollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://hte.rajasthan.gov.in/college/scmgcmandalgarh/AQAR				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://hte.rajasthan.gov.in/college/scmgcmandalgarh				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.55	2017	23/01/2017	22/01/2022
6.Date of Establishment of IQAC			01/07/2021		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NA	NA	NA	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	1	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Evaluated APIs of all the eligible faculty members of all the government colleges of Bhilwara district for CA		
Organized placement camps. Student and Teacher's Feedback has taken, analyzed, prepared reports and upload on website of the college.		
Institution has Audited under annual auditing program by College Education Rajasthan		
Plantation work done for green campus		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Plantation	100	
13.Whether the AQAR was placed before statutory body?	No	
<ul style="list-style-type: none"> Name of the statutory body 		
Name	Date of meeting(s)	
Nil	Nil	
14.Whether institutional data submitted to AISHE		

Year	Date of Submission
2021	18/01/2023

15.Multidisciplinary / interdisciplinary

NA

16.Academic bank of credits (ABC):

NA

17.Skill development:

NA

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

NA

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

NA

20.Distance education/online education:

NA

Extended Profile**1.Programme**

1.1

3

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1

1300

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	930
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	460
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	1
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	30
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	13
Total number of Classrooms and Seminar halls	
4.2	10
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	28
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Shri shiv charan mathur govt college, Mandalgarh as an affiliated college of the M.D.S. University, Ajmer, the college follows the syllabi and scheme of examination prescribed by the University for all the faculties for UG courses. The college offer 02UG Departments. Within the regulations of the university, the college does not have a vital role to play in the framing of subject syllabi, but some of the senior faculty contributes as members of the BOS of the University. The college runs classes from 10.00 Am to 4.00 Pm for the faculty of Commerce and Arts.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

A structured and documented process has been developed by the college to ensure adherence to the academic calendar. At the beginning of the academic session a class wise and teacher wise time table is prepared by the time table committee. The timetable is displayed on general notice board, departmental notice boards and college website. At the college level the adherence to the academic calendar is monitored by the head of the institution and effective regulation in stipulated time by in-charge of the various departments. The in-charge of the department discusses the syllabus and the course plan. It is further ensured that innovative teaching practices and methodology are incorporated for adherence of the academic calendar. The dates for annual theory and practical examinations are announced by the University on its website. The faculty works with dedication in organizing various co-curricular activities mentioned in the academic calendar with a team spirit.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

E. None of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

0

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement

for year: (As per Data Template)

0

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

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

Shri Shiv charan Mathur Government College Mandalgarh has a strong lineage of mainstreaming socio-cultural issues in its curriculum and teaching pedagogy. We have conducted various personality development programmes for inculcating the following values in the students. Strive for excellence Focusing on the detail Being trustworthy Being honest. Being competent Improve continuously Being positive Confidentiality. Gender: Being a co-educational institute the norms, roles, rules and relationship of and between the students are quite healthy. There are various committees which take care of students such as. . . Women Cell- It is a platform for the female students to develop and showcase their attributes. Anti Ragging Committee- Any student can drop a complaint in the complaint box without disclosing his/her identity. Women's Sexual Harassment and Grievance Redressal Committee- In case of any complaint of sexual harassment at workplace the problem is resolved by the committee. Community Orientation- The college NSS and NCC team creates awareness among the people from surrounding villages on various issues by conducting

social awareness programmes.

Human Values:

Personality Development

Community Service

Visiting old age home

Health Checkup Visiting orphanage

Visiting child welfare centers.

Environment and Sustainability:

Environmental awareness.

Rainwater harvesting.

Swachata programme.

Voting awareness programme.

Green belt development

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

00

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may

D. Feedback collected

be classified as follows

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year**

1300

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

1059

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	No File Uploaded

2.2 - Catering to Student Diversity**2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners**

- Students are counselled at the time of admission and an orientation programme is organized in which students are familiarized with the course, mode of internal assessment as well as facilities available in college.
- Before beginning their course, teachers informally get the

pulse of the students in the class, their knowledge about the course and their comfort level with English/ Hindi as a medium of instruction. With the increase in number of students from Hindi medium schools the medium of instructions is bilingual.

- **STRATEGIES FOR SLOW LEARNERS:**
- **Mentors-mentee interaction:** The respective mentors have one to one interaction with their Mentis and understand the progress in academic growth, Sports, Cultural activities, co curricular and extracurricular activities through in touch and social media.
- **Audio Visual Media:** Students having different abilities an interest are given extra focus by ICT usage like showing YouTube video, movies etc.
- Students are encouraged to get universities ranks by special guidance.
- They are encouraged to develop the learning spirit responsibility and leadership qualities.
- Students are given guidance to excel in the competitive/ entrance exam like RPSC, UPSC etc.
- Institute focuses on grooming overall personality to get placements, internships by organizing the personality development workshops and campus placement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1300	5

File Description	Documents
Any additional information	No File Uploaded

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

Experimental Learning:

- The students take active part in organizing various extra and co-curricular inter/ intra departmental inter/intra college events which helps them in developing their organizing and management skills.
- Experts in different areas, Eminent Personalities are invited as visiting faculty to address seminars, Ability development Programmes Workshops etc.
- Department level educational trips, industrial visits, surveys etc. are organized to develop nurtured and expand the subject interest. Departments have developed social media and phone Groups for assignments and projects to be Proactive with millennial.
- Participative Learning: Communication Skills training is provided to students during language lab sessions to acquire proficiency in listening, speaking, reading and writing.
- Problem Solving Methodologies:
- Along with classroom teaching and laboratory experiment based learning student's involvement in the minor and major projects empower them to think analytically and to come up with alternate solutions.
- Regular Basis Assignments, class test tutorials, unit tests are held from time to time to check the level of understanding of the subject.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT (Information and Communication Technology) deals with the application of different electronic media in the collection, storage and rapid access to information to users. In a broad sense ICT refers to the whole set of enabling technology concerned with communication, manipulation of information, networking, data storage, transmission encompassing data, voice and video. It had improved education in many ways.

ICT helps in flexible education, learner's autonomy access for all, more practicable teaching and learning. It's an organized and more planned system of education.

ICT can enhance the quality of education in several ways by increasing clear motivation and engagement by facilitating the admission acquisition of basic skills. Audio tools like WhatsApp, Google classroom etc. are used by faculties of their Institution. The tools depend mainly upon the student's access to different network availability. Video tools like YouTube video, different online live class apps like zoom, Google meet, YouTube channel live streaming, Rajiv Gandhi e-content Bank, Gyandoot live sessions, Gyandoot 2.0 (Offline Classes), Gyan Sudha (Live & Offline sessions), Online

Skill Development Courses, Online programs on social issues are used for the purpose.

ICT has the potential for increasing access to improving the relevance and quality of education. ICT is a potentially powerful tool for extending educational opportunities. ICT provides effective and communicative education.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

5

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

5

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	No File Uploaded

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

2.4.3.1 - Total experience of full-time teachers

4

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

As per M.D.S. University, Ajmer parameters for undergraduate students of all streams are evaluated annually and monthly. Unit tests are organized as per guidelines of Commissionerate, College Education.

For the continuous internal evaluation student's performance in unit tests, projects, assignments, seminars etc. are the part of college curriculum.

To inculcate the critical thinking among students various group discussion, debates are organized in which students explore new ideas and enhances their performance level.

Outcome Achieved:

- Improved students understanding in domain of knowledge and overall development of the student.
- Improved the results and pass percentage
- Reduced backlogs and detention.
- Improved the quality of projects.
- Improved placement and opting for higher studies.

Strategies Adopted for Student Improvement:

- Remedial Classes are organized to clarify doubts and reexplaining of important topics for improving performance.
- Poor performance due to frequent absentees is dealt with sending SMS and registered letters to the parents of concerning student
- Appropriate Counselling with additional teaching eventually helps students to attend classes regularly.
- All the staff members maintain good relation with students and deal with their problems in gentle manner.
- Each Class is divided into batches and practical sessions are conducted to all students for practical subjects.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The academic performance of the student is evaluated throughout the session by the Teachers for upgrading and improving the academic performance of the student. The institution thus does not have any direct process of internal evaluation except science PG students (having semester system)

In all the subjects where practical exams are the part of Curriculum it is mandatory to submit a practical record that is evaluated and marks are added during the final consolidation of results. The project report is also compulsory in some of the subjects and is considered for assessment. The Principal acts as the coordinator for the assessment centre. The answer books are provided a code number by the University and the evaluation process is transparent. The marks are filled in the mark sheet and complete secrecy is maintained.

The internal examination related grievances have a transparent mechanism which is quick and fair by the concerned and get immediate relief. The external examination related grievances are handled by examination committee headed by senior faculty member and this committee is responsible to conduct external examinations. Some of the grievances regarding practical examinations/theory examinations/Degree/Mark sheet/filling up of online examinations form are resolved by the academic section of college having touch to the affiliating University.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Institution displays its vision mission, objectives, programme outcomes, programme specific outcomes and course outcomes on the website.

IQAC invites the quality improvement programme for each department. The subject experts from the university BOS members discuss about the syllabus, its reach, contemporary market demands and how to enhance the teaching methods to cope up with it, which provides the foundation to update programme specific goals.

The teacher parent Council organizes various events to interact with teachers and parents to get them acquainted with the college curriculum, courses offered and student's behavior and performance.

Institution conducts as well as encourages faculties to attend workshops, seminars, refresher courses, faculty development programmes and interactive session with the expertise from universities as well as field to make the course component more relevant.

Every department projects Pos, PSOs and COs on the departmental notice board. The students are continuously made aware of these outcomes regularly.

At the beginning of every unit teachers articulate on the learning outcomes and programme outcome which makes the teaching learning process more fruitful as students must aware of the relevance of the topic in their pursuit and knowledge.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The curriculum design and delivery in the institution aims at employability skills and competence. The Graduate and Postgraduate programme equip the learners for job opportunities in Central and State Government Services. The programme outcomes and courses outcomes primarily aim at imparting knowledge and skills.

Course outcomes are measured on the basis of performances of the students both in curricular and co-curricular activities and also on the basis of the student's performance in the class activities, laboratory work, assignments in different examinations and their role in departmental activities. Students performance is noted continuously on their regularity, receptiveness, participation in class discussion and the overall behavior. Their performance in the internal examination provides the initial clue of their learning outcome. Every year performance in the annual University examination is communicated to students through their mark sheets. To track

programme outcomes the departments maintain an alumina data base regularly updating information on their current employments and their endeavors. Continuous assessment provides feedback on the efficacy on the teaching learning process and learning outcome of each course

Students of NSS and Rover Scouts are Engaged in development related activities and social services.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

270

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[Nil](#)

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 year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects /

endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

of knowledge

NIL

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.4 - Extension Activities

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

The sole aim of engaging the students into extension activities is to make them aware of the social issues prevailing in the society and understand the problems which withheld the rural areas from developing both individually and socially and seek out the possible ways to solve these problems.

Plantation- Plantation is of utmost ecological importance and has been effectively carried out by the students of the college. 'Harit Rajasthan' is one such effort towards the same performed by NSS volunteers.

Blood Donation Camps- Blood donation is a real wonder that one may save life of others by giving his blood and it is the most precious gift ever. The College organizes these activities on a regular basis. Students and faculty donate blood as a selfless gesture towards the society.

Women Empowerment and Gender sensitization are the important activities of our institute and these are enriched and mentored byNSS, Scout & Rover and Women Cell

Social Issues of Concern:

Various social concerns like saving the girl child, Aids Awareness, Road Safety, Loneliness of Aged and orphans, Global Warming, Women Harassment, Gender Inequality, Communal Harmony, Waste Management, Corruption, Drug Abuse, Sensitivity towards Sacrifice of Armed Forces, Awareness to the underprivileged, Cashless Transaction and several others Civic issues are also addressed by the college.

Voter Awareness: Voting is an important responsibility of every citizen. It is an important part of any Democracy. This task of Voter Awareness is accomplished through the organization of camps rallies, Slogan, Posters etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry,

community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	No File Uploaded

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

200

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The physical facilities in the college are as follows:

*Classrooms, in total 12 of Different capacities, meet requirements of UG, PG students.

*Each classroom has the sitting capacity for 40-50 UG, PG students.

*Each Classroom is equipped with appropriate comfortable furniture, good ventilation, adequate LED light, good quality large black/green boards and other necessary material to impart knowledge to students.

*To enhance the Teaching-learning process the faculty and the students are regularly motivated to use online platforms such as

WhatsApp, Google, YouTube video, different online live class apps like zoom, Google meet, YouTube channel live streaming, Rajiv Gandhi e-content Bank, Gyandoot live sessions, Gyandoot 2.0 (Offline Classes), Gyan Sudha (Live & Offline sessions).

*The Academic Programme of the College is enriched by 08 well-equipped laboratories

*ICT lab is equipped with 20 computers, 4MBPS ILL internet connection and LCD projectors along with interactive board. A smart classroom (Room No. 11) has been developed in college

*Well equipped e-classroom with 16MBPS internet connectivity and AC enabled room is being used for live teaching through People link software.

*A Computer Lab has been established in Room No. 12 with 15 computers, internet and projector with interactive board.

* College has developed one Botanical Garden

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor)

*Various sports played by the students of the College including Handball, Hockey, Volleyball, Basketball, Badminton, Kabaddi, KhoKho, Boxing, Tennis, Athletics etc.

*There are Sports courts and ground viz. Hockey Ground, Volleyball Ground, Basketball Court, Badminton Court, and Handball Ground. Most of the students do well in their academics as well as they perform well in Sports too and won medals in different events of College

*The Indoor Games includes Chess, Carrom, Table tennis etc. are facilitated through students.

*For Athletic Events Limited facilities are available in College Premises so these are played elsewhere (police parade ground, Khel Sankul) for which a prior official permission is sought by the institute.

*For various tournaments players are provided with the kit for practice.

Facilities for Cultural Activity:

*There is a Seminar hall and a central open area, are the two places where most of the academic Activities like Essay, Poster and Slogan, Painting, Poetry recitation Women Cell programmes, Cultural activities like solo and group Songs, solo and group dance, Fancy Dress Competition, plays etc. have been organized.

*There is also provision of memento and certificate for winners.

*There is a well-equipped and developed recreation room along with gym equipments such as Twister, front pully, Bench Press, practice cycles for girls and boys and abdominal board.

* Students regularly take part in Yoga and Meditation and selfdefence courses conducted by college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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

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

400

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

NA

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.25

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

200

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

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

- In the Computer labis furnished with an LCD Projector, 20 computers with internet facility, digital podium besides

relevant required furniture.

- *The e-classroom in the college is used for administrative purposes like virtual meetings and live teaching for the students.
- *E-content repository has been established as of Rajeev Gandhi econtent Bank and RAJLMS.
- * Audio Video Tools, LCD projectors in various departments, smart boards in different departments, computers with LAN connection in every department, e- podium for recording electures, personal laptops Wi-Fi (band width with more than 16MBPS).
- *BSNL lease line has been laid down extending into various blocks and departments. The maximum bandwidth is 100MBPS in Library.
- *There are 16 CCTV cameras installed in the campus
- *The number of computers in the college is 30
- *Accounts and Finance Section prepare monthly salary bills of all employees through Pay Manager Portal.
- *Examination forms, permission letter, course outcome all through centralized University module at the university website.
- *Various Government and citizen apps and modules on SSO give access to the facility of Property Return, Provident fund, profile of employee
- * Payment of Fellowships and Scholarship of UGC, CSIR etc. through PFMS. Payment of various scholarships through SSO module, etendering module helps in procurement of goods and items and placing orders.
- Campus Wi-Fi:
- The whole campus has Wi-Fi facilities with high speed connection provided by Raj Comp, DoIT, Rajasthan.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

20

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

4.00

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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

Proper maintenance and utilization of physical, academic and support facilities are maintained through various committees like Development Committee, Purchase Committee, Library enhancement Committee, Academic Committee, ICT committee, College campus cleanliness committee etc. are formed every year by the college administration.

The Development Committee looks after the maintenance repair and construction work related to the building physical infrastructure like water power supply and gas line. All work is done through the tender system as per standard norms or rules laid down by the department of Higher Education. Generally, the work is allotted to the Public Works Department and the fund is provided by RUSA. The maintenance and upgradation work related to Civil and electrical works done by the contractor is verified by the Development Committee. All minor faults are attended and repaired by hired technicians, carpenters etc.

Purchase Committee looks after the equipments, instruments and items for use in the Laboratories, are purchased after pre approval and scrutiny to ensure optimal utilization of funds allocated to the respective departments, each academic year. All of the heads of departments are the members of Purchase Committee. This committee now works through GEM portal.

Classrooms: The Institution provides classroom which are spacious with LED light for the students. The College authorities pay great attention to maintain the classroom and ensure uninterrupted teaching learning activities for the smooth running of the departments.

Various department of the college conducts online classes using ICT enabled classroom & E-Class.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

742

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills
Language and communication skills Life skills
(Yoga, physical fitness, health and hygiene)
ICT/computing skills**

D. 1 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

200

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

150

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

20

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

110

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

6

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

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 year

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

10

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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

Government College Mandalgarh believes in youth empowerment through quality education hence enough space is given for co-curricular, extracurricular activities of the college. The students are involved in a number of activities of the institution level and also at society level. In the academic year 2021-22 the election of student's council was not held due to covid-19.

Student union plays a major role in learning and education of the all the development activities related to academic and administration of the college. President of the Student Union is the member of 'Mahavidyalay Vikas Samiti'.

Student union act as an important channel for the generation of feedback expenses and grievance of the students at large.

National memorial days Independence Day, Republic Day, Gandhi Jayanti, Martyr's day etc are celebrated to develop the dedication and commitment toward the Nation.

Outstation events students enthusiastically participate in college tours organized by various departments as per their curriculum.

Student representation is also evident in extension activities like NSS, Ranger/Rover, community services and various governance programmes etc.

Various academic and administrative bodies such as science council, arts council, commerce council, hostel committee etc. also have students' representation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

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

NIL

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governing body (GB) in the executive authority exercises general supervision and control of the affairs of the college. The college comes under the Commissionerate College Education Rajasthan Jaipur, headed by the Commissioner who manages and administers the government colleges of the state but at the college level the Principal is the Head of Institution decentralizes duties and the faculty members are given charges of Establishment section, Account Section and Academic Section for various administrative responsibilities. The performance of every employee, teaching and non teaching is appraised by the Principal and reviewed by the competent authority on annual basis covering various aspects of working, behavior and overall performance.

Regular meetings of the College Development Committee and stakeholders play a significant role in overall governance viz. Planning, deployment, monitoring and execution of agendas.

A Staff Council is an important platform for an formal interaction between the Principal and the faculty. The meetings of Council are held on regular basis for planning and mandated tasks.

The member of BOS receive feedback from students. teachers, Vikas samiti and initiate modifications in the curriculum. Matters and requirements related to finance are forwarded to the commissionerate for further action.

For effective governance committees are constituted for specific purpose at the beginning of every academic session. The respective committee meetings are called periodically for efficient implementation of agendas related to all fields.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

College practices decentralization and participatory management in its organizational structure. The main functions of Institution are classified into Administration, Academics, Examination and Human Resources. Every effort is made to include a mechanism for evaluating and monitoring all quality parameters through its organizational structure ie. Principal, IQAC Head, Criteria in charges, Department Heads, faculties and stakeholders.

In the Hierarchy first comes the principal secretary of Higher Education, subsequently comes Directors /Commissioner, Joint Directors and then comes the Principal of the college who acts as the administrative head of the Institution. Being a Government College, all the major decisions are taken by the Directorate/Commissionerate of Higher Education. The Financial matter of the college is looked after by the Drawing and Disbursing Officer. For the smooth functioning of the College through various committees.

The IQAC of the college is developing a quality system for consciously programmed action to improve the academic and administrative performance of the college.

At Department level the Heads of the Departments co-ordinate different departmental academic programmes of the college, and statements comply with the Vision and Mission statement of the institution.

Thus, the college plays an important role to maintain bond between Commissionerate and College on their portal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has a perspective plan for the overall development and effective implementation of its objectives. The prospective plans and their implementation is done keeping in mind the vision and mission of the college.

Some of the strategic planning areas include:

- **Maintenance and Infrastructure:** Institutional maintenance means deliberate effort for smooth functioning of an Institution. Maintenance strategy supports the technical requirements and infrastructure of the institution to meet the challenges of a competitive and legislative environment through its committees.
- **Teacher learning and class learning** enables and engage the students for application of knowledge, concepts and process. For this purpose college has established a well developed system with qualified faculty members.
- **Human Resource Management** is the strategic approach for the effective management of human resources to ensure that the institution is able to achieve its goals. This is done through training programmes, performance evaluations and reward programmes.
- **Community involvement** is a power to bring positive changes in the students to broaden their Horizon towards community services.
- **Student Welfare** advances the balanced growth and development of the youngsters with the culture of caring and positive concerns.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Principal, being the head of the institution, is responsible for maintaining a congenial and good academic environment of the college. Major policy decisions are taken by the Commissionerate /Directorate of Higher Education which are communicated to the college through the officers on special duty.

The college functions under the supervision of governing body and Principal heads it for functioning and growth including administrative, academic, co- curricular, extracurricular and extension programme. Faculty are directly responsible for the academic and curricular development of the students.

Other than teaching staff there are also Office Support Staff, Librarian, Laboratory Assistant, Electrician etc. Financial matters are dealt by AAO, an Accountant Besides, Many are recruited on contractual basis. Every year committees are formed for physical verification of assets in various departments of the college.

Service Rules- The College is a government institute and therefore it is mandatory to follow the rules, regulations and policies framed by the State Government RSR. It includes rules, responsibilities, conditions of services discharge of duty, increments, kinds of leave, code of conduct.

The teaching staff is recruitment by RPSC. The qualification and eligibility for other recruitment is as prescribed by the Government/ UGC. The class IV employees are recruited through employment exchange as per need.

Government College Bundi has framed ICC, Anti Ragging Cell, Grievance Redressal Cell, Women Harassment Committee. Besides, for grievance redressal related to Government College Bundi, the employee ID of the Principal of the college is mapped by the

Rajasthan Sampark department.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

Government College Bundi implements all the welfare schemes of the State Government and also tries to implement the same through various effective welfare measures. Some of them are.

The Salary component and other monetary benefits are given as per the Recommendation of the UGC for Assistant and Associate Professor and State Pay Commission for non teaching staff.

Annual increment at 3% is given every year for teaching and non teaching staff of the college.

Promotion and CAS benefits are given as per the guidelines of UGC /state government.

Faculty Members are encouraged to participate in the Orientation Programme, Refresher Course, Short Term Course, Seminars, Workshops, FDPs etc and Non teaching staff trainings are also allowed to undertake various training programmes for enhancing their professional knowledge.

General Provident Fund facility, State Insurance, Gratuity, Pension facility, Group Life Insurance are provided to both teaching and non-teaching staff as per norms. There are also other financial benefits as House Rent Allowance, Dearness Allowance etc.

Facility of Loan with interest from GPF is there for teaching and non-teaching staff.

Medical Reimbursement is permissible to both the Gazetted officers and sub-ordinate staff.

Both Teaching and non teaching staff can avail Casual leave, Earned leaves. Benefits of availing child care Leave, Maternity Leave, paternity leave as per state rules are also provided to the staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

2

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

4

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

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

Performance appraisal is the most methodical way of evaluating the

performance of an employee. It makes the employee more liable to the work and performance. It also inspires teachers to undertake research based work to enhance their knowledge. The performance appraisal system is conducted constantly by Directorate /Commissionerate of Higher Education. For this purpose, the gazetted officers and non gazetted staff are given the annual confidential report format for their self-appraisal and value. The ACR is assessed by the Principal and is then sent to the Directorate /Commissionerate of Higher Education for further action.

The reports are kept there and reviewed by DPC at the time of promotion. The proforma for self-appraisal for teaching and non teaching comprises of following The reportee officer classifies that he /she worked under key result area targets and actual achievements. Reporting officer judges and rates the work by the reportee under six criteria viz

1-output of work

2- leadership qualities

3- analytical ability

4- management ability Page 64/102 26-05-2022 03:54:32 Annual Quality Assurance Report of GOVERNMENT COLLEGE

5- decision making ability

6-ability to take initiative.

After reviewing by authority The Commissioner, ACR is conveyed back to the reportee as an accepting officer.

For teaching staff a proforma is there for individual details comprising of

Academic Qualification.

Teaching Experience.

Teaching proforma of the session.

Examination results.

Publication details.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The funds received are properly allocated and distributed for the meant purpose and utmost care is taken that they are properly utilized. A team checks and verifies of all vouchers, supporting documents, records and books, e-statement of transactions, that are carried out in each financial year including budget estimations, utilization, cash transactions, bank reconciliation statement, test, check and verification of the events happened of financial management.

Mechanism of audit in the institution is as follows:

Internal Audit- the AAO and accountant maintain the details with regard to accounts. The main functions are as follows:

To record financial transactions in the books of accounts.

Examine the previous financial statements.

Noting of provisions applicable.

Authorization of fee concession control and policies.

Examining the bank passbooks.

Examining Grants, Sponsorships, Deposits, Payments.

External Audit- It is carried out by the Auditors from the office of Accountant General (AG) Rajasthan Jaipur. Mechanism of external audit is as follows:

Examining the procedure, policies and regulations.

Vouching the receipts.

A Chartered Accountant is hired for the purpose of verifying the salary payments TDS, Income tax and filing of income tax returns etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The availability of funds is essential for any organization and society but the movability of fund is even more important.

The Principal as the drawing and disbursing officer (DDO) of the College monitors the use of resources received from the government through discussion with CDC and Purchase Committee. The Government fund, Rusa fund and UGC fund are looked after by the DDO in collaboration with RUSA Coordinator, UGC co-ordinator, Purchase Committee and CDC. The funds are received as follows:

State Government allocates specific amount to government colleges for overall development and maintenance, state budget and grants are released for salary. TA, Medical, Office Work, Construction and Maintenance, Lab Grants, books and journals etc. The Proposal for

requirements are also submitted to CCE, CDC and UGC.

State Government Fellowships- Payment of Fellowship and scholarships of UGC, ICSSR and CSIR etc. is through PFMS. The payment of various scholarship is online and executed through the SSO module.

UGC and RUSA- UGC has been providing funds for instrumentation maintenance facility, Educational innovations, fieldwork etc. The UC is submitted timely to the office of UGC.

RUSA (Rashtriya Uchchatar Shiksha Abhiyan) is a centrally sponsored scheme aims at providing strategic funding to higher Educational Institutes by Central Ministry to State Governments Governing and Monitoring bodies, Board of Governors (BOG) and project monitoring Unit (PMU) monitor the progress of project initiated by RUSA.

Mahavidyalaya Vikas Samiti: Requirements and emergency needs other than these are fulfilled by funds generated through Vikas Samiti.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

In accordance with the decisions taken in the IQAC meetings, the following activities were held in the session 2021- 22

CAS

Under the CAS scheme of the Commissionerate of College Education, Jaipur the applications for Professor, Associate Professor, Selection Scale and Senior Scale of all the colleges of bundi district were collected, checked and sent to the commissionerate.

NAAC grading

AQAR 2020-21 was uploaded on the NAAC portal. The College is going for the third cycle of NAAC accreditation. For this, SSR was completed and send to the State Level Quality Assurance Cell (SLQAC) Jaipur

Feedback

Online feedback of students teachers and other stakeholders of the college for session 2021-22 was collected by the iqac

college website address is -

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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Teaching learning process has three main components-Teacher, students and learning objectives. The quality of teacher is reviewed through a self performance appraisal method. Intensive faculty developments are activity initiated. The second component of the TLP are the students, for them various methodologies are used for Holistic development of the learner through student support activities. Different processes involved are sensitization of students in social issues through different committees like women empowerment, placement activities, IPR orientation etc. The learning outcome of the programme and the target level of attainment are defined well in advance. IQAC facilitate institutional reviews and implementation of teaching learning reforms as follows:

Introduction of quality improvement programmes: 1. College conducts several seminar FDPs and workshops throughout a year. The objective of these programmes is to improve the subject knowledge, classroom delivery and overall faculty development. 2. Innovation and creativity in teaching-learning: To enhance student centric learning different department use varied interactive lecture methodologies to facilitate quality learning. All departments are equipped with modern teaching aids like computers, charts models, maps. Various quality initiatives for improving teaching learning process

undertaken by the institute have been: A room for UGC and IQAC was allotted with computer, printer and internet connection. Feedback from students, alumini and parents have formally being taken and analyzed the data. Post Accreditation Initiatives. NCC senior wing for girls. Computer Lab, Language Lab established. The college has greater responsibility of equipping the students for better job prospectus. the IQAC works towards realizing the goalsof quality enhancement and substance

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Shri Shiv charan Mathur Government College Mandalgarh, although a co-ed college, is always sensitive and empathetic towards social problems pertaining to the girls getting admissions in the college, and is always concerned with their betterment socially politically and economically.

The college has embarked upon the following initiatives.

The regular presence of gatekeeper.

A Grievance Redressal Box is there for students.

There is an anti-ragging cell and sexual harassment cell in the college to deal with the problem.

Separate washrooms for the male and female teaching and nonteaching staff and students.

Identity Cards are issued to all students.

A separate ramp facility for differentially abled people.

College equipped with CCTV camera to ensure security of stakeholders.

Counseling: The College is willing to nurture a healthy environment for which counseling cell is set up for the benefit of students. Time to time counseling is provided regarding studies and other personal problems.

Common Room- The College has a separate girls common room with several facilities. It has washrooms, sanitary pad vending machine, notice board, furniture grievance box and several indoor games.

To express their qualities a separate platform is provided to girls in the form of Women Cell.

Specific facilities provided for women in terms of:

1. Safety and security
2. Counselling
3. Common Room

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The College understands its institutional, social responsibility towards Environment Protection and practices waste management.

Solid Waste Management- To keep the campus neat and clean the College has placed waste bins at various places in the campus at classrooms, faculty rooms, administration offices, computer lab, library, corridor, washrooms, common room etc. Sometime the NSS volunteers and NCC cadets also clean the campus as a part of their activity.

Solid waste is handed over to the municipal garbage cart for further processing composed pits are also made available in the college. Plastic waste, Broken Glass, Packing Papers, Samples etc. are disposed of in a tank separately made for this purpose only. The broken furniture is being right off periodically as per government norms.

Liquid Waste Management: Liquid waste generated from the washrooms

flows down the municipal sewage line. The Chemical discharged from the Chemistry laboratory are disposed in a Sop Kit.

Biomedical Waste Management: The Biomedical waste from zoology department is removed regularly. It is collected and disposed off by the sweepers and also dumped in especially dry pits.

E- Waste Management: E waste cannot be disposed off without the permission of the government however the college maintains disposable waste in a planned way. The waste like, non-functional computers printers LCD projectors, non-functioning digital apparatus like motherboard, hard drive, keyboards, tables are stored in a separate room.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

India is a country of multi ethnic culture where people belonging to religious, social, cultural and lingual identities live together harmoniously. Keeping this in mind Government College Bundi tries to maintain harmony and Goodwill among students.

As per government rules admission process is carried out. Every student along with faculty members are fully involved in the national development activities, national festivals, awareness rallies and government campaigns. The flex Board of environmental awareness, social harmony unity and moral values are displayed on the college campus. The College thereby celebrates Independence Day, Republic Day, Gandhi Jayanti, Rashtriya Ekta Divas, Bhasha Divas every year with great honour and respect to promote greater values of life.

The students and faculty visit old age home for plantation, Recreation and sometimes offer food sweets and lunch to old people. The NSS volunteers show regards to the armed forces by collecting money from students, teachers and office staff of the college and handing over to the NSS cell. The teaching and non teaching staff of the institution donated in Chief Minister's Relief Fund during natural disaster pandemic.

Thus a sense of commitment towards Nation society and responsibility towards humanity at large is instilled in the minds of the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The motto of the Institute is to enable the qualities of Liberty fraternity and equality among every stakeholder. The institute produce educated, excellent, efficient law abiding and dutiful citizens through value addition and inculcation of values that can be conducive to the growth of the nation and socially we strive to develop citizen who possess knowledge, skills and characters and who can lead to societal transformation and national development.

The NSS volunteers reflect the essence of democratic living and uphold the need for selfless service. The students work with the belief of welfare of an individual as a whole and render selfless services to the community. Students of NSS, NCC and Rover Scout actively participated in various activities in times of COVID-19 Pandemic situation as volunteers.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The Institution organizes National and international commemorative days, events and festivals with great zeal. The following important events which we celebrate are:

- 25th January \National Voters Day in order to encourage the students to take part in the political process.
- 26 January Republic Day is celebrated every year to commemorate the adoption of the constitution.
- 8th March International Women's Day is observed in the college every year to help students to eliminate Discrimination Against Women.
- 14th April Ambedkar Jayanti is celebrated In the memory of the maker of Indian constitution Dr. Bhim Rao Ambedkar.
- 21st June International yoga day was celebrated by practicing yoga, Pranayam Meditation by students, teaching and non-teaching staff.
- Virtual celebration of International Yoga Day in collaboration with Government College, Rajasthan.
- 15th August Independence Day a Grand event is celebrated every year by the College with the hosting of tthe flag by the Principal of the College.
- 8th September International Literacy Day is organized. 2nd October Mahatma Gandhi Birth Anniversary is celebrated in a befitting way through seminars and lectures on Gandhi Darshan.
- 150th Birth Celebration of Mahatma Gandhi related programs by NSS, Scout & Rovers & ISDC.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practices:

1. Plantation work for green campus

2.Placement Camps:

With an aim to provide campus placement to its students, two placement camps were organised in 2021- 22.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The NEP 2020 emphasizes the use of ICT in Higher Education. Our institute uses the latest technologies Some of the institutional ICT approaches are:

IT proficient faculty organized several online programs in 2021-22. These include:

Online Webinar/programmes/Quizzes Conducted in 2021-2022

1. Union Budget 2022-23: Backdrop & Expectations || Planning Forum
29.01.2022 Economics

https://youtu.be/Ya_LtGIZnTA

2.Union Budget 2022-23: Analysis & Impact 05.02.2022 Economics

<https://youtu.be/gCQcQhmvLzw>

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Nil