



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	GD GOVERNMENT COLLEGE FOR WOMEN
Name of the head of the Institution	Dr. Jyoti Sinha
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01442700337
Mobile no.	9414638938
Registered Email	principalgauridevi@gmail.com
Alternate Email	sunita.divy@gmail.com
Address	GD Government College for Women, Opposite Jai Krishna Club, Alwar
City/Town	ALWAR
State/UT	Rajasthan
Pincode	301001
2. Institutional Status	

Affiliated / Constituent	Affiliated														
Type of Institution	Women														
Location	Urban														
Financial Status	state														
Name of the IQAC co-ordinator/Director	Dr. Jinendra Jain														
Phone no/Alternate Phone no.	01442700337														
Mobile no.	9414017686														
Registered Email	jyotijinendra@yahoo.co.in														
Alternate Email	principalgauridevi@gmail.com														
3. Website Address															
Web-link of the AQAR: (Previous Academic Year)	https://hte.rajasthan.gov.in/college/ggcalwar														
4. Whether Academic Calendar prepared during the year	Yes														
if yes, whether it is uploaded in the institutional website: Weblink :	https://hte.rajasthan.gov.in/college/ggcalwar														
5. Accrediation Details															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>B</td> <td>2.39</td> <td>2016</td> <td>19-Feb-2016</td> <td>18-Feb-2021</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	B	2.39	2016	19-Feb-2016	18-Feb-2021
Cycle	Grade					CGPA	Year of Accrediation	Validity							
		Period From	Period To												
2	B	2.39	2016	19-Feb-2016	18-Feb-2021										

6. Date of Establishment of IQAC	15-Sep-2008			
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		
No Data Entered/Not Applicable!!!				
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
NIL	NIL	NIL	2017 00	0
No Files Uploaded !!!				
9. Whether composition of IQAC as per latest NAAC guidelines:	No			
Upload latest notification of formation of IQAC	No Files Uploaded !!!			
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	No			

Upload the minutes of meeting and action taken report	No Files Uploaded !!!
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)	
Evaluation of Sr. Scale, Selection Scale and Payband IV API eligibility of lecturers of this college and making recommendation for promotions as per their API and academic merit to the State Govt.	
Recommendations were made for installation of CCTV cameras to ensure safety of students.	
Encouragement of research activities	
More active role of the Placement Cell	
Promotion of activity-based teaching and learning	
No Files Uploaded !!!	
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
Construction of Two new Classrooms	Done
Wi-fi Connectivity in College Campus	Done
Extensive Cleaning of College Campus	Done
Renovation of Home Science and Chemistry labs	Done
Installation of CCTV cameras	Installed

Plantation in the college campus	Done
Organizing workshop for students	workshops organized
Enhancement of research activities	Partially implemented
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14. Whether AQAR was placed before statutory body ?	No
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	2016
Date of Submission	30-Sep-2016
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

The Institution has 55yrs old heritage of dedicated teaching. There are 57 highly qualified teachers out of which 03 have completed their Post Doctoral Fellowship and 52 have doctorate degree. The institution runs three faculty streams Arts, Commerce and Science. All the Streams have undergraduate programs . Four subjects - Hindi, Sanskrit, Psychology and Political Science offer P.G courses. Diploma in Library Science is also offered as part of the curriculum. Around ten faculty members are supervising research work. They are also writing and editing books on regular basis. Their papers are being published in National and International books and journals. Faculty members are also encouraged to participate in Refresher, Orientation Courses and also in Seminars and Conferences. The Institution is equipped with 40 classrooms, 16 laboratories, and 08 smart classes. Also the Institution has 01 video conferencing smart class and 01 CISCO WebEx system. The Institution has one fully automated Library that boasts of more than 50000 books and INFLIBNET. Library cards (2 per student) are issued to all the regular students of the college. The students are encouraged to visit the library on daily basis where they are helped by supportive staff. Classes are held regularly and each theory period is of one hour and practical of one and a half hours. The Conventional method of teaching is complemented with the latest technology like Smart boards and e-learning which enhances the students' interest towards studies. Educational tours for students are also a regular feature of the curriculum. Along with imparting quality education the institution also focuses on the overall development of the students by conducting co-curricular activities and sports and games tournaments. Debates, quiz competitions, poster competitions and inter-class cultural competitions are a regular feature of the curriculum. In order to inculcate a sense of duty towards the nation and responsibility to the society among the students NSS Units and NCC Wing play a very significant role. There are three NSS units headed by our very capable faculty members with 100 students each that keep the students productively engaged in various activities and also hold One-Day Camps and Ten -Days Camps. Similarly the NCC. Wing is headed by a trained CO. The NCC cadets along with participating in their regular activities, join camps held in various states of the country and are selected for participating in Republic Day Parade at New Delhi. In games and sports too the students participate and are winners at University level, State level ,

National as well as International level. Participation of our students at Inter-University debate and inter-college debate competition is a regular feature and they always bring laurels to the college. The documentation of all the activities that take place in the college is done meticulously by the respective departments. IQAC of the college keeps monitoring this by holding meetings with Heads of all the departments. Documentation is maintained digitally as well as physically. At the end of every academic session the reports of all the committees are submitted to the IQAC by the

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NIL	NIL	Nil	00	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil

No file uploaded.

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
Nil	NIL	Nil

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
NIL	Nil	Nil

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
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Nil	NIL	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
NIL

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	NIL	3600	4000	2996
BCom	NIL	1500	1269	1269
BSc	NIL	1500	1700	1161
MA	Hindi, Sanskrit, Psychology, Political Science	360	400	256

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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
2016	5526	256	Nil	Nil	57

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	Number of smart classrooms	E-resources and techniques used
57	30	49	8	8	8

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Despite there being no formal mentoring system in the college, the teachers go the extra mile to connect with their students and guide them regarding their careers and through other issues and challenges they might be facing. Placement Cell, YDC and Planning Forum take care of their career related queries. Placement Cell conducts mock interviews, short programs on communicative skills, and short vocational courses. Apart from this, all departments and faculty members are constantly mentoring their students to prepare and appear for various competitive exams. Students also get ample input on how to pursue their higher education goals and research.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
5782	57	1 : 101

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
73	57	13	Nil	52

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
Nil	NIL	Nil	NIL

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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
BA	NIL	3	22/05/2017	15/06/2017
BCom	NIL	3	08/04/2017	27/06/2017
BSc	NIL	3	22/04/2017	03/06/2017
MA	NIL	3	21/06/2017	08/07/2017

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

The university holds exams annually and there is no provision for internal assessment of students. However, the faculty ensures that academic excellence is maintained. For this purpose, regular class tests and different types of formative assessment techniques are used.

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

Academic calendar is prepared by the university that our institution is affiliated to. The college follows the same. The calendar for examination is prepared by the affiliating university and is displayed on the website of the university.

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)

[NIL](#)

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
00	MA	Hindi , Sanskrit, psychology, Political Sc.	245	212	86.53

00	BSc	NIL	1080	960	88.88
00	BCom	NIL	1226	1117	91.1
00	BA	NIL	2956	2405	81.41

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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)

[NIL](#)

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
Minor Projects	730	UGC	165000	137500

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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
NIL	NIL	

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
NIL	NIL	NIL	Nil	NIL

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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
NIL	NIL	NIL	NIL	NIL	Nil

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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	0	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
Political Science	2
Sanskrit	2

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)
Nil	NIL	Nil	0

No file uploaded.

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
Department of Philosophy	1
Zoology	1
SOCIOLOGY	3
Department of Political Science	4
Department of Hindi	10
English	4

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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
NIL	NIL	NIL	Nil	0	NIL	Nil

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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
NIL	NIL	NIL	Nil	Nil	Nil	NIL

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

Number of Faculty	International	National	State	Local
Presented papers	33	69	Nil	Nil

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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
Doll Making	NSS	3	300
First Aid Training	NSS	3	200
Survey of Slums	NSS	3	200
Campus Cleanliness Drive	NSS	3	300
Tree Plantation	NSS	3	300

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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
NIL	NIL	NIL	Nil

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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 activities	Number of students participated in such activities
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Beti Bachao Beti Padhao	NSS	Discussion	3	243
Aids Awareness	HDFC Bank	Blood Donation	3	259
Blood Donation	Civil Hospital	Blood Donation	3	291

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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
Post-Doctoral Fellowship	Dr. Sarita Jain	ICSSR	730
Post-Doctoral Fellowship	Dr. Shefali Barthonia	UGC	730

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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
NIL	NIL	NIL	Nil	Nil	0

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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
NIL	Nil	NIL	Nil

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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
10000000	10000000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Others	Existing
Laboratories	Newly Added
Campus Area	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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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 partially)	Version	Year of automation
ALICE FOR WINDOWS	Fully	6	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	48867	Nil	Nil	Nil	48867	Nil
Others (specify)	4159	Nil	Nil	Nil	4159	Nil

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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
NIL	NIL	NIL	Nil

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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	29	0	0	10	1	0	0	14	0
Added	20	0	0	0	0	0	20	14	0
Total	49	0	0	10	1	0	20	28	0

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

14 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
NIL	NIL

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 incurred on maintenance of physical facilities
Nil	Nil	150000	150000

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)

Library of the college is equipped with the following facilities: Library Hall Librarian's Chamber Reading Room for students and faculty members Reference Room SC ST Book Bank Room E-Books Room Wi-fi facilities. Improved Library services in the college has resulted in more and more books being accessible to the students. This was possible after the automation of the library. A number of 49057 books are for general purpose and 4292 are for Book Bank. Regular subscriptions to 25 reading materials including newspapers, (national and regional) in English and Hindi, magazines covering a variety of topics, periodicals, journals etc are in place. Reference books are readily available for all the students. Keeping in mind the growing strength of students year after year including research scholars the library has been equipped accordingly. Bar code readers have become functional for easy transaction of books. The Library is using the software 'Alice for Windows' for this purpose. Apart from

this, an important feature of the library is the facility of a Book Bank for students from the weaker sections of society and E-Journals are also available through Open Access. A special facility with five computers and a dedicated Optical Fiber Internet connection has been developed in the college to provide access to INFLIBNET to each and every student of the college. The number of labs in the college are as follows: SCIENCE: Botany -01 Chemistry-02 Physics ---02 Chemistry-02 Maths--- HUMANITIES: G P E M -02 Geography-02 Home Science-02 Psychology---02 Practical in these labs take place under the able guidance of the faculty members who are assisted by Lab Assistants and Lab bearers. Renovation and buying of new equipment for labs is done from the funds received from RUSA and also from college funds. Elementary Knowledge of Computer Science is a compulsory subject for students of 1st Year of all the three streams. The college is equipped with latest computers to support this. Even the admission and examination process which is online now, requires a good number of computers. All the departments are also equipped with Computers along with dedicated internet facility. All the faculty members are proficient in handling computers. Internet Resource Centre was established, to access all the advanced technology. It is very helpful for teachers and students. There are 28 classrooms in the college to cater to a strength of more than 5500 students.

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

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	Various Government Scholarship Schemes	1798	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil

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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 implementation	Number of students enrolled	Agencies involved
EXHIBITION ON SCIENCE DAY	28/02/2017	50	FACULTY OF SCIENCE
FOOD PRESERVATION WORKSHOP	21/02/2017	63	DEPARTMENT OF HOME SCIENCE
LANGUAGE LAB	15/07/2016	1100	Department of English

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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 passed in the comp. exam	Number of students placed
2016	YDC	150	150	Nil	Nil
2016	YDC	165	165	Nil	Nil
2016	AMCAT	Nil	300	Nil	11

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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
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	NIL	Nil	Nil

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nill	Nill	0	0	00	0

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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
Nill	Nill

No file uploaded.

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

Activity	Level	Number of Participants
Classical Song	Interclass	5
Duet Dance	Interclass	20
Group Dance	Interclass	7
Fancy Dress	Interclass	13
Skit	Interclass	5
Group Song	Interclass	5
Solo Dance	Interclass	42
Solo Song	Interclass	27
Mono Acting	Interclass	3

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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
2016	Bronze Medal in National	National	1	Nill	Nill	Chitra Singh

	Taekwondo Championship					
2016	Bronze Medal in National Wushu Championship	National	1	Nil	Nil	Chitra Singh
2016	Bronze Medal in National Wushu Championship	International	1	Nil	Nil	Chitra Singh

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

The College Students Union working as Student Council takes care of the interests of students in college administration in managing various curricular and co-curricular activities. As an administrative body, it consists of a President, Vice President, General Secretary, Joint Secretary and Class Representatives. All the student office bearers and representatives are elected by the students through a democratic and transparent process. Students union elections are held every year as per the guidelines of the honorable High-court and Lyngdoh committee recommendations. The president of Students Union is a member of various committees and his vote matters on many matters of importance. Also, the General Secretary of the students union and various secretaries are members of related committees. Also, the student representatives helped in preparations for celebrating national festivals i.e. Independence Day and Republic Day. They participated actively in organizing various cultural, literary, sports activities throughout the year. These activities included the organization of Annual Cultural -Week Nupur, a Week-long Program with several cultural competitions for the students like Dancing, Singing, Skit, Creative Writing, Mono acting, Poetry-recitation, debate, quiz etc. The student representatives worked voluntarily during the admission process to help the newcomers. They also played vital role in Green Campus, Clean Campus, Beti Bachao, Beti Padhao initiatives and other social awareness campaigns . Thus, Student's Union promoted mutual contact, a democratic outlook and a spirit of oneness among the students of the college. They represented

matters concerning common interests of the students to the college authorities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

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)

Since this is a government institution, there is no management body in the college. Management and administration of the college is executed both by the Commissionerate and the institution. The decisions of the government regarding academics, finance and developmental activities are communicated to the institution through the Commissionerate. The institution then forms various committees to effectively and constructively implement the decisions of the government. The highest decision-making body is the staff council which consists of all the faculty members. All important policy and operational matters are discussed and decided by the staff council. Under the leadership of the Principal of the College, all faculty members shoulder various administrative responsibilities and contribute towards smooth functioning of academic, establishment, and accounts sections. The heads/ in-charge of various departments act so by virtue of their seniority and are responsible for the functional activities of the departments. The performance of every employee, teaching or non-teaching, is appraised by the Principal and reviewed by the competent authority on annual basis covering various aspects such as efficiency, leadership qualities, behaviour and overall performance. Regular meetings of the Mahavidyalaya Vikas Samiti (Development committee)

are held to facilitate the decision-making regarding various financial and developmental activities. Also, regular meetings of the IQAC are arranged to ensure the maintenance of academic quality of the institution. 1.

Decentralization of responsibilities is ensured by formation of academic and co-curricular committees. Following are some examples of academic committees - PG Association, Language Club, NCC, NSS, Sports and Games committee, Co-Curricular Committee, Planning Forum etc. 2. Administrative responsibilities are also equitably distributed. For example, Development Council, Hostel Committee, Sexual Harassment and Grievances Redressal Committee, Canteen Committee.

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
Human Resource Management	There are 56 full time teachers against 70 sanctioned posts in 2016-17. The recruitment of faculty is done by Rajasthan Public Service Commission.
Research and Development	Teachers are motivated to participate in conferences, seminars, workshops and training programmes and to get registered as Ph.D supervisors. Students/ research scholars present their work in conferences. PG/ Ph.D programmes has further contributed towards enhancing research culture. The Teachers apply for major and minor research projects from various funding agencies like UGC, ICSSR, etc.
Teaching and Learning	At the beginning of each month the teaching program is displayed and communicated to students. There is a Monthly test on the last working day of the month. Experiential, participative learning and problem-solving methodologies are adopted through practical demonstrations, field visits. The teachers have been

	<p>asked to lay greater emphasis on experimenting with formative assessment strategies so that better academic results can be ensured. PG Associations provide students with exposure to become program organizers and participants. Many teachers have been using ICT tools as aids in their regular teaching. Extra attention is paid to students who are slow learners so that they do not feel left behind.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The Institution has enough classrooms eight smart classroom, and labs to ensure smooth functioning of academic activities to. The institution also maintains Botanical Garden. The college has a Basket Ball court, a kabaddi kho-kho court, a lawn tennis court each and playgrounds. The institutes library has been fully automated this year. New books have been added. Bar code readers have become functional for easy transaction of books. The library is using the software 'Alice for Windows' for this purpose. Apart from this, an important feature of the library is the facility of a Book Bank for students from the weaker sections of society and E-Journals are also available through Open Access. A special facility with five computers and a dedicated Optical Fiber Internet connection has been developed in the college to provide access to INFLIBNET to each and every student of the college.</p>
<p>Curriculum Development</p>	<p>This College is now affiliated to the newly formed Rajrishi Bhartrihari Matsya University, Alwar (RRBMU). This year meetings of BOS (Board of Studies) in all the subjects was conducted in the months of February and March, 2017 by this university. The HODs remained actively involved in designing and detailing the curriculum. Many members of the faculty of the college are members of</p>

	<p>the Board of Studies in Commerce, Humanities and Science in various Universities of Rajasthan. Other faculty members contribute their bit by giving their valuable suggestions through these representatives of the college in their respective boards. These suggestions are useful in framing/modifying/revising the curriculum according to present needs.</p>
<p>Examination and Evaluation</p>	<p>The Institution is affiliated to RRBM University, Alwar. College follows the annual system of examination as designed by the university. Along with monthly tests various other methods are used to ensure good formative assessment such as viva voce, spotting method in Botany and Zoology departments, LSRW exercises in languages etc. The process of evaluation of internal assessment is transparent and communicated to the students. Students' assignments, internal exams and seminars are integral part of curriculum in PG departments. The necessary Infrastructure and human resources are well in place at college for organizing the university examination. Examinations are scheduled as per prescribed University time table and planned well in advance to ensure smooth conduct of exams. Exam related grievances of students forwarded by college administration are redressed by the university. The students can view their checked answer scripts under RTI Act, 2004.</p>
<p>Admission of Students</p>	<p>Student admissions, both UG and PG, are completely online according to the rules and regulations of admission policy issued by Commissioner, College Education, Jaipur, Rajasthan. Admission related information is available on the Departmental website - hte.rajasthan.gov.in Seats are reserved for SC, ST, OBC, MBC, as per</p>

	<p>quota decided by State Government. Committees for UG and PG are formed for online admissions.</p>
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>Institutional strategic planning is governed by UGC guidelines and policies. A number of committees are formed for addressing development of infrastructure, enhancement of institutional quality, research activities, faculty development, cultural enrichment, etc. College Development Council, Students' Union Advisory Committee etc are involved in planning and development execution. Budget planning is asked by state government in the beginning of financial year using IFMS modules. The other management information systems are being utilized are https://www.ugc.in http://hte.rajasthan.gov.in https://ifms.raj.nic.in https://pfms.nic.in.</p>
<p>Administration</p>	<p>Regular administration work is sent to the college through http://hte,rajasthan.gov.in/dce.egov@gmail.com. Rajasthan Single Sign On is an initiative by the state government which provides platform to facilitate Admissions, Scholarships, E Library and Sampark Portal (an innovative effort to lodge complaints of the common people and get redressal of problems). Many employee-related activities such as biometric attendance, General Provident Fund, Sate Insurance, Property Return etc. are managed by this portal. URL: https://sso.rajasthan.gov.in/signin</p>
<p>Finance and Accounts</p>	<p>Pay Manager is the Pay Bill Preparation System, an integrated platform to prepare the pay bills of employees. IFMS is an umbrella system, of state government, covering all financial modular systems and their integration. It is used for Demand, Distribution and disbursement of the budget. College is also accessing PFMS for all plans and Centrally</p>

	<p>Sponsored Scheme specially RUSA. The Rajasthan State Public Procurement Portal (SPPP) of Government of Rajasthan is used to publish Bidding documents, amendments, clarifications. College is also a member of GEM Portal a self-sustaining and user friendly portal for making procurement by Government officers</p> <p>https://sppp.rajasthan.gov.in/, https://ifms.raj.nic.in, https://pfms.nic.in</p>
Student Admission and Support	<p>Admissions are completely online and a number of scholarships like CM scholarship, Social Justice and Welfare Scholarship, Scooty for meritorious girls and for MBC girls too are disbursed to students online. Admissions- DoIT, Government of Rajasthan Student Support – Department of Information Technology and Communication, Govt. Of Rajasthan</p> <p>http://scholarship.rajasthan.gov.in</p>
Examination	<p>Raj Rishi Bhartrihari Matsya University, Alwar is the affiliating university and it also executes and manages the data of Students and College. The student portal provides access to enrolment and examination forms, Admit Cards and Mark sheets. College Portal allows the college to complete all the examination related activities like verification of enrolled students and examination forms, uploading the examination attendance and marks of practical and answer book evaluation</p>

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
Nil	NIL	NIL	NIL	Nil

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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)
Nill	NIL	NIL	Nill	Nill	Nill	Nill

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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
Short Term Course in Research Methodology	2	03/10/2016	08/10/2016	6

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>Canteen facility is available in the college for the staff as well as for students. RO systems and water coolers are there for pure drinking water facility for all. Medical bill reimbursement and Pension is available as per the rules of the state government.</p>	<p>Canteen facility is available in the college for the staff as well as for students. RO systems are there for pure drinking water facility for all. Medical bill reimbursement and Pension is available as per the rules of the state government. The college</p>	<p>Girls Hostel, canteen facility with mess, water coolers, RO systems, Health check-ups and lectures on issues related to girl safety, empowerment and career are organized. Sanitary pad vending machine is installed in the college.</p>

The college implements all the welfare schemes of the State Government. GPF/NPS and SI are compulsory deductions for future security. In addition, annual 'Group Insurance' is also deducted. Medical claims are reimbursed by the State Government as part of the health expense incurred by the employee. The superannuated employees of the College are benefitted from the Rajasthan Pensioner's Medical Fund, besides being given gratuity and pension. The institution encourages staff members for computer training. The Rajasthan Service rules read in concurrence with pay commission recommendation of UGC provide respectable and satisfactory salary and job inducements. Different types of leaves are admissible for

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There is a separate Sexual Harassment Redressal Cell in the college. A number of scholarships are provided by the Government like CM scholarship, scooty for meritorious and MBC girls, social justice and welfare scholarship. Girls Common Room is there for students. All students get an insurance cover at the time of admission.

<p>teaching staff and non-teaching staff as per the Rajasthan Service Rules. Provision for maternity leave, paternity leave and CCL to take care of minor child are also there.</p>	<p>non-teaching staff as per the Rajasthan Service Rules. Provision for maternity leave, paternity leave and CCL to take care of minor child are also there.</p>	
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6.4 – Financial Management and Resource Mobilization

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

The institution has both internal and external audit mechanism. For all the expenditures and purchases, an established procedure is followed as per the rules and procedures mentioned in the GF AR of the State of Rajasthan. Government of Rajasthan appoints a permanent Assistant Accounts Officer for routine accounting work. Internal audit is done as and when required throughout the year by the Store In charge appointed by principal from faculty members of the college. The in-charge takes up audit tasks such as checking bills, verifying bills from the store, verifying whether the correct bill amount has been entered in cash-book. Thereafter the bills are countersigned by DDO, Drawing and Disbursing Officer of the institute. External audit (physical and Financial) is done by the Director, Directorate of Inspection, Government of Rajasthan and AG Office of Central Government which also does financial audit. Audit of MVS accounts are conducted by a certified chartered accountant and its annual report is forwarded to CCE, Jaipur. Similarly, clearance of certain bills of expenditure requires an external audit by Chartered accountants mainly in case of grants sanctioned by MHRD bodies, Central Govt. or the State Govt. In case of utilization of such grants an audit report in form of Utilization certificate from competent authority is necessarily submitted to the funding agency. All Major and Minor Research Project holders have to submit a Chartered Accountant audit certificate in form of utilization certificate for the final settlement of accounts.

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
NIL	0	NIL

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6.4.3 – Total corpus fund generated

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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	NIL	No	NIL
Administrative	No	NIL	No	NIL

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

NIL

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

NIL

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

Proposals for Smart classrooms, Renovation of labs and canteen, proposal for renovation of sports facilities.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Nil
d) NBA or any other quality audit	Nil

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
Nil	NIL	Nil	Nil	Nil	Nil

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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
Group Discussion on Role of Sports in Women Empowerment	06/10/2016	06/10/2016	150	10
Nukkad Natak	07/12/2016	07/12/2016	200	8
Seminar on Constitutional Rights of Women	19/01/2017	19/01/2017	300	12
Essay Competition on Gender Equality	08/11/2017	08/11/2017	25	Nil
Poetry Recitation Competition	09/11/2017	09/11/2017	18	Nil
Collage Competition	10/11/2017	10/11/2017	15	Nil
Poster Competition	11/11/2017	11/11/2017	16	Nil

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
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	20
Scribes for examination	Yes	20
Physical facilities	Yes	20

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
Nil	Nil	Nil	Nil	Nil	NIL	NIL	Nil

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

Title	Date of publication	Follow up(max 100 words)
Rules for Students	01/07/2016	Prospectus of the institution uploaded on web portal/published for the academic year 2016-17 contains all student related information such as courses being run in the college, process of admission, department-wise information about faculty members, academic calendar, sports and games activities, cultural activities, fee structure, library facilities, computer laboratory facilities, disciplinary rules and related provisions of penalties. Discipline rules for Hostel students are mentioned in their admission forms.
Student Unions Election Guidelines	13/08/2016	