YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   **Govt. College Rajgarh (Alwar)**

- Name of the Head of the institution   **Prof. Kajod Mal Meena**

- Designation   **Principal**

- Does the institution function from its own   **Yes**
  campus?

- Phone no./Alternate phone no.   **01464220043**

- Mobile no   **9694652150**

- Registered e-mail   **gcrajgarh@gmail.com**

- Alternate e-mail   **principalgcrajgarh@ymail.com**

- Address   **Tehla Road Rajgarh (Rajgarh Alwar)**

- City/Town   **Rajgarh**

- State/UT   **Rajasthan**

- Pin Code   **301408**

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 **Raj Rishi Bhartrihari Matsya University, Alwar**

- Name of the IQAC Coordinator   **Dr. Prakash Chand Meena**

- Phone No.   **01464220043**

- Alternate phone No.   **9414233948**

- Mobile   **9057272561**

- IQAC e-mail address   **gcrajgarh@gmail.com**

- Alternate Email address   **principalgcrajgarh@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/generateHTML_aqar/eyJpdiI6IjRiZTgxWnJhbVhoYUFVbjR3MzB5eUE9PSIsInZhbHlIjoiVkl4alBTck1QTk0zSnVPODNhS0dpQT09IiwibWFjIjoiZmM5MTA1Mz

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/dept/dce/raj_rishi_bhartrihari_matsya_university_alwar/govt._college_rajgarh_(alwar)/uploads/doc/academic%20clander%202020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**71.95**	**2006**	**21/05/2006**	**20/05/2011**
Cycle 2	**B**	**2.04**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC   **01/07/2007**

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
Govt. College Rajgarh (Alwar)	Rusa Scheme	Rusa-2 Scheme	2019-20, 2020-21	150 Lakh

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　　**6**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?　　**Yes**

- 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?　　**Yes**

- If yes, mention the amount　　**150 Lakh**

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

1. All the staff members encouraged to attend seminars, webinars workshops conferences etc. So faculty members attends national level workshops, seminars conferences during this adamic year.

2. The IQAC conducts workshop at college level on teaching, learning and evaluation processes.

3. The academic Calendar is placed in IQAC for approval by the Academic Planning Committee.

4. IQAC supervises and monitors the activities throughout the year.

5. An analysis of the feedback is placed before IQAC.

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
1.Community Connectivity Programmes	Anandam Programme of the Govt. of Rajasthan was initiated.
2.Automation of Library.	Automation of library has been successfully completed. It is financed under CDC & RUSA grant.
3.Focus on Corona guidelines and Cleanliness drive programs.	Maximum attention is given to adore Corana guidelines and proper sensitization drive is being implemented.
4.Setup of e-content committee to upload video lecture on college youtube channel.	E-content committee nicely uploaded video lecture on you tube channel.
5.Setup of research motivation committee.	Research motivation committee constituted.
6.Partipation in Online webinar for NAAC Acreditation and Assessment.	All staff participated in Online webinar organised by Commissionerate of College Edu,

13.Whether the AQAR was placed before statutory body?   **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	Govt. College Rajgarh (Alwar)
• Name of the Head of the institution	Prof. Kajod Mal Meena
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01464220043
• Mobile no	9694652150
• Registered e-mail	gcrajgarh@gmail.com
• Alternate e-mail	principalgcrajgarh@ymail.com
• Address	Tehla Road Rajgarh (Rajgarh Alwar)
• City/Town	Rajgarh
• State/UT	Rajasthan
• Pin Code	301408
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	Raj Rishi Bhartrihari Matsya University, Alwar
• Name of the IQAC Coordinator	Dr. Prakash Chand Meena

• Phone No.	**01464220043**
• Alternate phone No.	**9414233948**
• Mobile	**9057272561**
• IQAC e-mail address	**gcrajgarh@gmail.com**
• Alternate Email address	**principalgcrajgarh@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/generateHTML_aqar/eyJpdiI6IjRiZTgxWnJhbVhoYUFVbjR3MzB5eUE9PSIsInZhbHVlIjoiVkl4alBTck1QTk0zSnVPODNhS0dpQT09IiwibWFjIjoiZmM5MTA1Mz** **M5MTA1Mz**
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/dept/dce/raj_rishi_bhartrihari_matsya_university_alwar/govt._college_rajgarh_(alwar)/uploads/doc/academic%20clander%202020-21.pdf**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**71.95**	**2006**	**21/05/2006**	**20/05/2011**
Cycle 2	**B**	**2.04**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**01/07/2007**

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
Govt. College Rajgarh (Alwar)	**Rusa Scheme**	**Rusa-2 Scheme**	**2019-20, 2020-21**	**150 Lakh**

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	6	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• 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?	Yes	
• If yes, mention the amount	150 Lakh	

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

1. All the staff members encouraged to attend seminars, webinars workshops conferences etc. So faculty members attends national level workshops, seminars conferences during this adamic year.

2. The IQAC conducts workshop at college level on teaching, learning and evaluation processes.

3. The academic Calendar is placed in IQAC for approval by the Academic Planning Committee.

4. IQAC supervises and monitors the activities throughout the year.

5. An analysis of the feedback is placed before IQAC.

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
1.Community Connectivity Programmes	Anandam Programme of the Govt. of Rajasthan was initiated.
2.Automation of Library.	Automation of library has been successfully completed. It is financed under CDC & RUSA grant.
3.Focus on Corona guidelines and Cleanliness drive programs.	Maximum attention is given to adore Corana guidelines and proper sensitization drive is being implemented.
4.Setup of e-content committee to upload video lecture on college youtube channel.	E-content committee nicely uploaded video lecture on you tube channel.
5.Setup of research motivation committee.	Research motivation committee constituted.
6.Partipation in Online webinar for NAAC Acreditation and Assessment.	All staff participated in Online webinar organised by Commissionerate of College Edu,

13.Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Year of Submission	29/02/2020

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1	15
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	5482
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	3742
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	1197

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1	**45**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**60**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**34**
Total number of Classrooms and Seminar halls	
4.2	**100 LAKH**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**47**
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

The college ensures effective curriculum delivery as the most vital aspect of its curricular. The college follows the curriculum prescribed by the Raj Rishi BhartrihariMatsya University through its Board of Studies and facilitates the development of higher-

order cognitive skills such as critical analysis, problem solving, evaluation and synthesis through systematic and strategic transparent mechanism. The dates for annual theory and practical examinations are announced by the university on its website. The institution ensures effective curriculum delivery through a well-planned and documented process through multiple measures and facilities as mentioned below:- • At the beginning of academic session, the college prepares its academic calendar and schedule of work. • The college constitutes 'The Time-table Committee', which prepares class-wise and teacher wise time-tables. They are displayed on the General Notice Board as well as the Departmental Notice Boards, and also uploaded on the college website.

• The faculty contributes to the framing of curricular as members of 'Board of Studies'. • The faculty uses unique teaching methods such as using charts, maps, models, transparency slides and specimens along with traditional chalk-and-board teaching for effective delivery of the course.

• The students are provided with study materials, notes, question banks, assignments and so forth in the class and via mails. • The faculty uses ICT-based pedagogical tools, and also uses social media sites such as Youtube, WhatsApp, etc to inculcate technology and modernise teaching. • Internet, computers, LCD projectors, etc are procured to supplement classroom teaching. Working models and experiments are demonstrated to explain concepts and assign projects. • The college has well-equipped laboratories for curriculum delivery for practical. Lab manuals are prepared containing experiments based on the syllabus. • The college also conducts guest lectures, expert lectures and guidance by alumni in addition to provide perspective to students. • Seminars, workshops, exhibitions, educational field visits, industrial visits, tours, social surveys, case studies and so forth are conducted for effective delivery of the curricular.

• The college holds panel discussions on issues of regional, national and global significance. • Provision of extra classes are also made available for slow learners.

• The college has a well-stocked library. The students can issue books when needed to supplement their learning. • The college encourages the faculty to participate in Faculty Development Programmes, Induction Courses, Short-term Courses and Seminars to update their knowledge.

• Feedback forms from students, parents and alumni are collected

by the college so as to allow for future improvements. • The achievements of the objectives of syllabus are measured through students' performance through internal tests, group discussions, presentations and university examinations.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The college is affiliated to Raj Rishi BharatrihariMatsya University. Alwar and the students are only assessed during the annual examinations conducted by the affiliating university. The institution thus does not have any direct process for Internal Examinations but the college implements its own evaluation procedures during the course of the academic session to evaluate the learning capacities of its students at various level. The DCE declares the Academic Calendar in the beginning of every session. Before the commencement of the academic year, the college prepares and publishes its own. The academic calendar contains the relevant information regarding the date of admission, teaching-learning schedule of working days and various events to be organized throughout the year. It also contains information on dates of term tests, internal examinations, co-curricular activities, holidays, etc, the academic calendar is prepared so that teachers can know all the activities regarding continuous internal evaluation process. It is also published on college prospectus and college website. The mission of the college is to impart quality education for the students and focus on their career progression. To fulfil this aim, the student's academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, periodical classes, unit tests, project work, etc. As per the Chemistry, Geography, Hindi, political Science and History curricular, it is mandatory for Post-Graduate students to participate in the departmental seminars and students are evaluated on the basis of their presentations and marks are included in their practical exams. In all science courses and some social science courses, Practical/ experimental work is the part of regular syllabus. The review of internal assessment is taken by

the principal regularly. For the implementation of Annual Assessment Process, Examination Committee is formed at the college-level. The examination committee sends the information to the university about the students who are appearing for the examination. After receiving enrolled list of the students by the university, the college prepares seating arrangement chart, list of invigilators, etc. The record of internal assessment is maintained at college level. To evaluate the students, the college follows the time-table prepared by the university to conduct practical work and exams, and the students are promoted on basis of the result. To prepare students for their future and for success in various enterprises, the college supports free competition proficiency programs, enlightenment programs, etc. conducted by the Directorate of College Education through the support of its faculty members. Through practical works, surveys, field works, study tours, etc. in sciences, geography, economics, history, etc, the courses are made more experiential and alive so that students get better knowledge of the subject. Along with this, co-curricular activities such as poster-making competition, mehendi competition, rangoli competition, G.K. quiz, slogan-making and essay writing competition under NSS, Women's Cell, Rover Ranger, YSDC, etc help students in character-building and personality development. Occasionally, the Alumni Association, College Development Cell, etc. conduct meetings for the benefit of students.

File Description	Documents
Upload relevant supporting document	View File
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	B. Any 3 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

32

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)	View File

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)

76

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

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

562

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

1.3 - Curriculum Enrichment

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

Our college integrates crosscutting issues of society like moral values, human values, professional ethics, gender-equality, environmental awareness and sustainability which are inseparable part of the curriculum. All programmes are organised on the basis of professional ethics. Professional ethics are an integral part of all the training programmes, co-curricular activities and programs organised by various cells. Moral Values, Human Values and Professional Ethics A project called "Anandam' has been initiated by the college. It is available for students of first year B.A., B.Sc. /B.Com 1st Year and M.A./M.Sc. previous year students where they learn about social services and connect with the society. The college conducts workshops and trainings to inculcate moral and ethical values in the students. Guest lectures by experts, spiritual gurus, luminaries like Brahmakumaries, etc are initiatives towards inculcating social, moral and ethical values in the students. The NSS, Ranger Rover Cell, Women's Cell and Human Rights Cell celebrate days of national and international importance as Independence Day, Republic Day, Women's Day, Teacher's Day, International Yoga Day, Youth Day, Human Rights Day, etc. These celebrations nurture moral, ethical and social values in the students. IQAC and YSDC organize various workshops to develop professional ethics in students as well as the staff. The compulsory paper of Elementary Computer Applications at the UG Part I level is one of the most significant initiatives that addresses and integrates professional ethics in the curriculum. It has been designed to upgrade and update the learners with basic computer knowledge and equip them with the best employability skills. Other efforts to impart professional ethics include mediums such as course content, seminars, workshops, field trips, surveys, co-curric activities, sports, etc. ICT training for the teaching staff and the supporting staff also reflect institutional initiatives. Gender Sensitisation

The college has Women's Cell, Sexual Harassment Redressal Cell and

Grievance Redressal Cell to provide counselling to students and also promote gender equity among students. They also deal with related issues of safety and security of female students, staff and faculty. The college campus is secured with CCTV and high-level security. The college has a girls' hostel in the campus to provide safe residency for female students. Special papers in History, Political Science and Sociology like Women in Indian History, Social History of India, Indian Social System, etc. to address gender issues and concerns. Environment and Sustainability The compulsory course "Environment Studies" related to ecosystem, its balance and sustainability is an integral part of the curriculum of the first year. University prescribed this course for creating awareness and developing importance of environment among students. Awareness about environment is necessary for the protection of the environment and survival of human life. The basic aim of this subject is to make the students aware about the importance of ecosystems to human life. The college organizes an extensive ongoing tree plantation programme in collaboration with NSS. Seminars and workshops on environment and ecology, and environmental awareness programs are organized to aware students about efficient use of natural resources. The college also celebrates Earth Day, Environment Day and Ozone Day. The college has an integrated rain harvesting system in the college campus.

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.	View File

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

04

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
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	View File

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

325

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	A. All 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	View File
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
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

5482

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

4736

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

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

In Every initiation there are some slow and advance learners and Government College Rajgarh (Alwar) is no exception. The Concerned facility identifies the slow and advance learners in their

respective subjects.

The facility does this, based on the performance of the students in internal examinations and year end examinations. The students are also identified on the basis of their active participation, involvement and performance in the classroom/practical hall dynamics. Accordingly, subject wise, paper wise, practical wise strategies are adopted which include:

1. Remedial classes

(b) Notes and books are provided to the students to enhance the learning process.

Specific strategies for the advance learners.

1. Advance learners are constantly motivated to achieve meritorious positions in the University and develop ambitions for higher level of life.
2. The college provides book bank facility to advance learners to work ahead of the rest.
3. Motivating the students to make full use of library.
4. The participation in quiz Debate, Problem solving and decision making exercises are being encouraged among the advance learners.
5. Advance learners are encouraged to prepare quality notes, which are further enriched by the concerned subject teachers.
6. Advance learners are felicitated on the annual day function of the college.
7. The teachers take extra classes and care for advance learners.
8. Student seminars (for P.G. classes) are conducted for maximum participation of students through paper presentation.

Specific strategies for slow learners:

1. Tutorials are given, discussions and interactions are done and remedial classes are provided.
2. Personal, Academic and social counselling is done on regular basis.
3. Concept clarification and problem solving exercises.
4. Bilingual explanations and discussions.
5. Revisions of topics.

6. Steps to enhance their communication skills, are of reading.
7. Term tests and mock examinations to assess their participations and weak areas.

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
5482	**37**

File Description	Documents
Any additional information	[View File]()

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

The learning process in Government college Rajgarh (Alwar) is student centred, so as to enhance their hard as well as soft skills. Curricular aspects and based on University syllabus but delivery mode is governed through student feedback so as to give them maximum benefit.

Participation in teaching learning activities like presentation in student seminars, collection of information form resource books as well as internet, active participation in various soft skills development workshops, participation in team work like sports activities as well as NSS etc are encouraged by the facility.

The students in the departments like Humanities, Commerce and all Science departments undertake project, field work and survey, where self learning by students is core activity.

Such activities contribute to the self Management, self discipline, develop decision making in the student and provides reasonable platform to the student to become self confident and self-reliant.

Exhibitions, posters competitions are organised for the students which give them a platform for the projection of their creativity.

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

The use of modern multi media teaching aids like LCD, OHP and computer systems are employed by various faculty members for better trams action of syllabi and enhancement of learning process.

The students are encouraged to use internet and computer software packages for meaning fail analysis of the experimental data collected acquired by them.

Some departments have been provided computers with UPS back up.

Remedial coaching classes are conducted.

Coaching classes for preparation of competitive courses are conducted by the college.

Students presenting seminars are also given all the facility like use of lap tops, OHP etc for their presentation.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

36

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	View File
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

37, 56

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
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

19

File Description	Documents
Any additional information	View File
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)	View File

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

37

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

1 Before the commencement of teaching in every academic session, Head of the departments convene a meeting with the respective faculty members in which the teaching plan is discussed for the year ahead. Generally the syllabus to be covered is divided into units so as to facilitate smooth delivery as well as infernal assessment of the learning process. The decision is then conveyed to the principal so that he can keep a track of teaching learning process.

Question papers and practical examination patterns and scheme of making are explained to the students in the beginning of the academic years.

Students are continuously evaluated in the class room itself by the concerned faculty.

In every session at least two term tests are conducted by the college examination cell based on common topics for each faculty. The date schedule of these tests is announced to the students fifteen days in advance before the start of the tests.

Results of these tests are communicated to the students in the class rooms. Suggestions about expected answers to the questions are also discussed in the class.

The main evaluating bodies for all the courses run by the college are its affiliating universities. Which are responsible for conducting session end examinations every year. The final assessment of the students progress thus is done by the affiliating university.

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

There is any grievance regarding question paper, the students have to submit their written complaint to the controller of examinations through Principal of the college within seven days of the paper. The matter is then finally discussed in the meeting of the grievance committee of the university and action is taken by them.

The student has the right for (i) re-totalling, (ii) re-evaluation. He has to apply for re-totalling or revaluation with in a month from the date of declaration of their result. The University then does the needful and the changed result is seat to the college as well as the student concerned.

There is any grievance regarding question paper, the students have to submit their written complaint to the controller of examinations through Principal of the college within seven days of the paper. The matter is then finally discussed in the meeting of the grievance committee of the university and action is taken by them.

The student has the right for (i) re-totalling, (ii) re-evaluation. He has to apply for re-totalling or revaluation with in a month from the date of declaration of their result. The University then does the needful and the changed result is seat to the college as well as the student concerned.

There is any grievance regarding question paper, the students have to submit their written complaint to the controller of examinations through Principal of the college within seven days of the paper. The matter is then finally discussed in the meeting of the grievance committee of the university and action is taken by

them.

The student has the right for (i) re-totalling, (ii) re-evaluation. He has to apply for re-totalling or revaluation with in a month from the date of declaration of their result. The University then does the needful and the changed result is seat to the college as well as the student concerned.

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.

B.Com. Program outcome

After the completion of this course i.e. B.Com. the following outcomes are expected:

- Theoretical an practical exposure in the commerce sector which includes Accounts, Commerce, Marketing, Management, Economics, environment etc.
- The capacity of decision making at personal and professional levels.
- Excellent communication skills and build confidence to face the challenges of the corporate world.
- Students must be industry ready by developing various managerial and accounting skills for better professional opportunities.
- Entrepreneurial skills amongst learners.
- Strengthening their capacities in different areas of commerce and industry aiming towards holistic development of

learners.

B.SC. Program outcome

- Students must require the knowledge with facts and figures related to Mathematics, Physics, Computer Science, Botany, Chemistry & Zoology.
- Students must understand the basic concepts fundamental principles and scientific theories related to various scientific Phenomena and their relevance in day to day life.
- Students should require the skills in handling scientific instruments & skills of observation and drawing logical inference from scientific experiments.
- Apply appropriate techniques, skills, modern tools and It tools to practice.
- Think creatively to propose noval ideas in explaining the evidence of data and provide new solutions to the problems.
- Apply ethical principles and commit to professional ethics and responsibilities and norms in research and the functional areas.
- Acquire the ability to engage in independent and life long learning in the broadast context of socio, economic and technological changes.

B.A. Program outcome

Some learning outcomes after passing B.A. are:

1. Cognitive skills - Students choosing combination of three subjects develop social, Political, historic, economic and literary consciousness and will be better able to appreciate different civilizations, culture etc.
2. Students also become employable in non governmental organisations.
3. The combination of history, economics and sociology will provide a holistic understanding of historical events, economic activities and sociological concepts. It will be useful in the areas of higher learning and research.
4. Students of political science understand the nature and development in national and international politics, Analyse the Indian constitutional provisions, major legislations and reforms.
5. Student of English literature exhibit familiarity with major literary texts, genres, periods, and critical approaches to literature around the world. Students develop a functional

proficiency in all aspects of the English language.

6. Students of sociology acquire a sociological perspective and contribute to understand social reality and actively participate in civil affairs: Students also apply critical thinking skills to sociological data and the theory.

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.

2.6.2

- Question papers and practical examinations patterns and scheme of making are explained to the students in the beginning of the academic year.
- Students are continuously evaluated in the class room itself by the concerned faculty.
- In every year two term tests are conducted by the college examination cell based on common topics for each faculty. The date schedule of these tests is announced to the students fifteen days in advance before the start of the tests.
- Results of these tests are communicated to the students in the class rooms.
- The main evaluating bodies for all the courses run by the college are its affiliating universities which are responsible for conducting term end examinations every year. The final evaluation of the programme outcomes thus is done by the affiliating universities.

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

1350

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
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)

https://hte.rajasthan.gov.in/dept/dce/raj_rishi_bhartrihari_matsya
_university_alwar/govt._college_rajgarh_(alwar)/uploads/doc/sss202
1.pdf

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

19

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

3.2.1 Innovation Ecosystem

The institution publishes annual Journal "Samay sanchetna" (ISSN :) Covering multidisciplinary research articles and review. The institution has a college journal and publication subcommittee to maintain the updated record of college publications.

The IQAC informs faculty members about UGC listed Journals, SCI, SSCI and SCOPUS indexed journals and addresses their queries related to the journals/book chapter publications.

Total 17 UGC care listed journals publications and 13 Books chapters were published during the year 2020. Total 02 Students received Ph.D. degrees from the different departments.

Total 19 Candidates have enrolled for Ph.D. in the different departments.

Total 05Expert lectures and webinar conducted by departments. Faculty members are reviewers of international and national journals, regularly participate in seminar/conferences.

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

01

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)	View File

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

19

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)	View File
Any additional information	View File

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

17

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

13

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

3.4.1 Extension Activities

The Institution believes in the holistic development of students and sincerely works to cultivate their academic, social, moral and cultural development, also focussing on their physical fitness. Extension activities are carried out through the 4 NSS units.

During Covid-19 Pandemic situation students acted as the volunteers in the institutions initiatives to distributed masks to the people in the neighbourhood and adopted villages. Strictly following the covid-19 government guidelines.

The NSS Units organized tree plantation programme they plant 250 plants in college campus.

No Mask No entry "Jan Jagran Pakhwada" program was also organized by the four units of NSS. Under which the volunteers distributed masks in public places and made people aware of corona.

International women's Day was celebrated by NSS Units. On this occasion, they organized an essay Competition on the topic Women's Rights are human Rights& human Rights are women's rights. Along with this they organized an online quiz on Covid-19 to make people aware of Corona.

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

09

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

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

475

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

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

4

File Description	Documents
e-copies of related Document	View File
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

01

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

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 college is not an autonomous body so it does not have any independent policy framework for the development of the college. The functioning of the institution is governed by the policies

laid down by the State Government but of course the Institution ensures adequate availability and optimum utilization of physical infrastructure. The journey of Rajgarh college started fifty four years back in 1967. After so many years of its coming into existence, the college is now equipped with well-maintained classrooms, laboratories, smart classroom, library, reading room, seminar hall and computing equipment to adopt the modern education system. The college also has a sports store where all the sports materials are kept under the supervision of a sports officer. In the main entrance of the college, there is a notice board where all necessary information is displayed to the students. The College has a well furnished and resourceful library with more than 45 Thousand books. The books are properly maintained in different bookshelves. For the benefit of science students there are Zoology, Physics, Chemistry and Botany laboratories which are fulfilling the needs of the students. To get on with many departments they have computer facilities along with internet connections.

The college has provided adequate physical and updated academic facilities as per the requirements of University and the needs of the students. There are eight departments and 27spacious classrooms with proper infrastructure in the college. All departments and classrooms have proper light and ventilation. Main building of the college consists of an Administrative office, Principal's Cabin , library, common staff room, common girls room, IQAC department, smartroom and some classrooms on the ground floor.

S.NO.

FACILITIES

NO.

REMARKS

1.

Classrooms

27

2.

Smart Classrooms

01

3.

Seminar Halls

01

4.

Laboratories

10

5.

Botanical Garden

01

6.

Museum

01

Zoology

7.

Girls Common Room

01

8.

Staffroom

01

File Description	Documents
Upload any additional information	View File
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.

Cultural Activities:

The college firmly believes in co-curricular activities so that the students may develop themselves in all spheres keeping pace with the modern education system. And so, there are Literary activities under several subject committee and Magazine committees in this institution who look after the various cultural activities to be performed such as Teachers Day, Organizing Quiz Debate Competition, National and International commemorating events in the college, Solo dance, Solo song competition, poem citing are organized in this college. There is an open Stage and an Auditorium for it.

Sports-

The college administration lays emphasis on sports. There is an open ground utilized by the students for practicing various sports. The students of this college have also participated in inter college, state, national level sports competitions and have won prizes. Yoga day is celebrated on 21st June every year with great enthusiasm.

The College has a separate department for Sports with well qualified faculty. College has sufficient infrastructure for outdoor as well as indoor games. The details of the available infrastructure and facilities to encourage the students and to promote the various sports in the college can be summarized in the following manner.

Table 1. Infrastructure for Sports in the College

S.NO.	Facilities	No.	Remarks
1.	Sports: Outdoor	01	6 Acre Ground for Cricket, Kabaddi, Wrestling,Kho-Kho, Athletics
2.	Sports: Indoor	02	TT Room, Badminton Court
3.	NSS	04 units- 01 Office	Independent NSS Office
4.	Communication Skills Development	01 Language Lab	
5.	Cultural Activities		

Cultural Committee

Poetry Recitation, Debate,Solo Dance, Group Dance, Solo Song, Group Song

6.

Gymnasium

7.

Yoga Center

File Description	Documents
Upload any additional information	View File
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.

Smart Class Room- 01, Seminar Hall -01

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

9911872

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The College Library has been composed in an area of about 2000 sq. mts. On average 9,000 books per year are issued and returned to the Library. Library atuomation is under process.

The library is the prime learning resource of the college and is partially automated through integrated library Management System known as Lib softwhich updates automatically. The Library Management Software consists of Modules such as Masters, Book Management, Barcode Facility, Book Accession, Membership, Circulation, OPAC, Catalogues, and Administration. The library is a knowledge source of college and provides adequate services to its user. It contains more than 40,000 books which fulfills the need of researchers, teachers, students and other staff members.

In the meeting of IQAC committee and Vikas Samiti Comittee a proposal is put forward for the purpose of getting better facilities of library infrastructure for the students. It has been pointed that for the library automation, a new upgraded version of automation must take place instead of the this existing version. For this purpose as soon as possible, a tender should be invited from various firms so that from the next session, new upgraded version of automation work would be completed and the students wouldbe benefitted fromthis.

File Description	Documents
Upload any additional information	View File
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

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)	View File

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

80

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

4.3 - IT Infrastructure

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

All departments, offices and Library are connected with internet and Wi-Fi facility.The college has upgraded and added IT facilities including Wi-Fi frequently as per the needs and requirements in the last five years. The college added about 52 PC and 11Laptops . The college has increased the Fiber ultra speed to 4 MBPS last year. A fiber ultra connection of 4MBPS from BSNL has been installed which serve the requirement of the office and smart classroom. Digital teaching device has been installed with LCD projector. The faculty members are using frequently modern teaching devices. The students and faculty members are benefitted with the e-lectures provided by the commissionarate. The college has updated its IT facilities with increasing the number of computers, printers, scanners, smart boards, interactive LCD projectors, Xerox machines. There are about 60CCTV cameras in the entire campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

52 Computer +11 Laptop

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

4.3.3 - Bandwidth of internet connection in the Institution	**E. < 5MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

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)

1.00816

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

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 augmented and maintained through various committees like Development Committee, Purchase Committee and Library Committee etc. formed every year in the College. The Development Committee looks after the maintenance, repair and construction work related to the building. Physical infrastructure like water, power supply are looked after by this committee. All work is done through 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 (PWD). During the maintenance and Up-gradation work, related to electrical works done by the contractors is verified by the Development Committee.

Physical facilities

A complete administrative structure namely principal, In charge of all departments, Ministerial staff, and Fourth class, take care of all physical infrastructure.

Academic

At the administrative level, a senior staff is assigned complete responsibility to monitor the academic activities of the college. A well defined time - table is prepared at college level which is followed and monitored in letter and spirit.

Library

Library is a safe place where learners can acquire vast Knowledge. The library has an Advisory Committee which meets at regular intervals to discuss various issues related to library facilities. The library has its own rules and regulations. When books are purchased, they are listed in the register and later they are made available for the students and faculty staff with the support of a register for lending books. A budget (State government/UGC/RUSA grant) is allocated in every session to procure books and journals.

Sport Complex

A sports committee has been constituted for the regulation of sports activities and facilities. The college administration lays emphasis on sports. There is an open ground utilized by the students for practicing various sports. The students of this college have also participated in inter college, state, national level sports competitions and have won prizes. Yoga day is celebrated on 21st June every year with great enthusiasm.

The College has a separate department for Sports with well qualified faculty. College has sufficient infrastructure for outdoor as well as indoor games. The details of the available infrastructure and facilities to encourage the students and to promote the various sports in the college can be summarized in the following manner.

Laboratory

The college has science departments with laboratory facilities and the laboratory facilities are made accessible to all the students of the concerned departments. The users of these laboratories pay immense attention while accessing the facilities and handle it with good care. Every science department has laboratory attendant for proper maintenance of the laboratories. They also provide help in the labs when the students perform experiments. Laboratory equipment/ machinery, gas connection is checked regularly by the staff of the concerned department. The science department also maintains a stock register for keeping a list of chemicals, glassware and any other instruments used by the laboratory.

Information and Communication Technology

A Committee for ICT has been constituted which take cares of computers and internet facilities in the College. Rajgarh College has sufficient numbers of computers which are used in offices, various departments and in the computer laboratory. The students can access them in the computer laboratory at the time of Computer practical Classes.

Classrooms

The Institution provides classrooms which are spacious for the students. College development committee ensures the availability and maintenance of class rooms in the college. The college authorities pay great attention to maintaining the classrooms and ensure uninterrupted teaching - learning activities. For the smooth running of the department all HOD's are free to submit their requirements to the principal regarding preparing and maintaining the computer, furniture, classrooms etc. This is later on executed by the principal as per the needs of the department. Every department has WhatsApp group with the current students where time to time students are communicated if they feel any problem regarding their studies. Classes are taken on YouTube during Corona pandemic.

File Description	Documents
Upload any additional information	View File
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

3370

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

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	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	<u>View File</u>
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

NIL

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

NIl

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited 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	**B. Any 3 of the above**

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

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	View File
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

NIL

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

NIL

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

NIl

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.

09

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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)

There is effective representation and continuous engagement of students in different college activities and they are active and vocal participants in the college affairs. They work in tandem with teachers and other college functionaries in managing different administrative, academic, co-curricular and extra-curricular activities held round the year in the college.

Students' have representation in various administrative bodies of College like Mahavidyalaya Vikas samiti and IQAC. These student representatives play a major role in planning and execution of all the developmental activities related to academics and administrative bodies of the college.

Students also have representation in various departmental associations and actively participate and manage departmental seminars, programs and various competitions. In field and community activities the students not only participate but are also assigned important responsibilities.

The designated cellsnamely, Women Cell, NSS, Ranger/rovers, IQAC anddepartmental associations choose students' representatives in the beginning of session to provide them a leadership role in managing the activities of these cells and to mobilize students for active participation in these activities. The Student Executive for these cells has been selected by providing a fair chance to every interestedstudent. On the basis of the performance in the given task and active interest in cell activities, the students' representatives are selected from the wide array of students belonging to varied socio-cultural background. They are actively involved in planning, arrangement, conduct and reporting

of events organized by these cells. Most of the initiatives and suggestions under the motivating guidance of teacher-in-charges come from these students and after the finalization of activity, they plan their finer niceties. Their interest in the conduct of events is really appreciative and they involve other students fully in the organization of events.

The volunteers of NSS and rangers/Rovers are mainstay of organizing different events and functions by providinglogistic support and by maintaining discipline. Their role in extension activities and social awarenesscampaign is really remarkable. During the Covid time these volunteers play remarkable role in covid awareness program and actively participate in mask distribution and vaccination awareness programs.

Student representation is also prominently evident in college magazine 'sachetna' and community book bank they actively participate in magazine publication work and also write articles for magazine.

The vibrant feedback mechanism, students' grievances cell and tutorial group meetings are other platform for providing students avenues where they can share their opinion about college activities and get amends if required.

Undoubtedly, these are effective channels to provide students a fair representation and to engage them

fruitfully in college activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

167

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)	View File

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

The college has a registered Alumni Association which is actively involved in providing constructive support tocollege administration. The Alumni Meet has become an annual feature and the association is providingfinancial support to the needy students.

The Alumni Association of the college was registered. It isworking through an executive committee duly decided in its meeting. The committee spearheads differentactivities of the association in close association with the college administration.The college began its activity in 1950 and its many students are very well placed in reputed positions.

Many such students are closely associated with the Alumni Association and they take active interest in the activities of the association. The meeting of the alumni has been a regular process for last many years and the association has been closely attached to college functioning. There are concentrated efforts on the part of college staff and administration to mobilize maximum number of old students and motivate them to become participative in the association. This results in great success and a number of old students added to the association and showed their keen interest in contributing to improve college facilities.

The members of the Alumni Association are closely linked with college functioning and make regularvisits to the college throughout the year. They provide their vital suggestions which are helpful in qualityenhancement in college functioning. They

support college administration through their expert advice andhelp in raising college issues with other governmental and social agencies.The alumni are alwaysready to pursue the interests of college students at different job related and social channels.

The members of Alumni Association contribute financially. They help the needy students monetarily sothat they can continue with their studies without any hassles. Through a transparent system and by meetingpersonally with these students, the association decides their names.

Thus, there is an active Alumni Association working as connecting link of the present magnificence of thecollege with its past rich heritage.

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 College Emblem Contains hitopdesh dictum "VidyadadatiVinyam" as motto of college. Accordingly the prime emphasis is on value laden quality education and learning without any laxity. Vision of the college is to educate young men and woman not only to make them employable human resources but also learned citizens with moral commitment, and noble characters through continuous introspection. The vision behind establishment of Govt. college Rajgarh (Alwar) was to provide such an opportunity and open access to higher education in Arts, Humanities ,Science and Commerce to

students across entire social strata, irrespective of caste creed or color.

1. The Govt College Rajagrh, Alwar was set up with a mission to impart such knowledge as may be necessary for the all around development of the students there by making them capable of being better employable and deserving candidate for the highly competitive job markets.
2. The college aim of developing humanistic values along with developing skilled human resource as well as responsible citizens to meet the contemporary challenges
3. The college being a govt. institution aim at reaching out to the learner privileged an lesser motivated section of society to pursue higher education and thereby converting the unaware into awakened, educated and capable human resources and citizen.
4. The college visualizes at facilitating young adult learners with opportunity to become value sensitive under intellectual environment, thereby sensitizing learners towards inclusive social concerns, human rights, gender and environmental issues. The vision and the mission of the institution echo the sprit of the objectives of the national polices of higher education.

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.

- The principle provides academic leadership and in association with the various faculties , evolves strategies for academic growth the Faculty is actively involved in decision- making process the Teachers and the Committees hold periodic meeting, the Recommendation of the conveners of the committees are submitted to the principal and suitable decisions for implementation are worked out. The management encourages the participation of the staff in the process of decisions making in institutional functioning. Continuous feedback from various quarters keep college administration up to date with requirements and helps if mould in strategies to make them more suitable.

- The college has constituted different committees of teachers and members of the non-teaching staff which play an important role in planning and implementation of activities in different spheres of institutional functioning.
- The personal interaction of the principal with various stakeholders the faculty, the non-teaching staff, the students the guardians and so on, plays an important role.
- The principle bears the ultimate responsibility for the smooth running of the college .The role of the principal is multi-dimensional. He is responsible for both the academic and the administrative functioning of the college. The principal finalizes the agenda for the committee meetings.
- The college administration always encourages and supports improvement of the staff in the improvement of the effectiveness an efficiency of the institution process. The Head of the institution involves the staff members in various activities related to to development of the college. The staff members are involved in contributing processes by way of constitution of various committees and cells. Since the last few years, The IQAC cell Formed under NAAC provisions consisting of the members not only from amongst the highly qualified and capable teaching staff but also from the ministerial staff.

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 institution intends to extend its development work which is already being carried out in the college with the support from Commissionerate and the funds from the UGC the college in the field of academic intends to start many more job orientedprograms offering certificates and diploma. we also intend to upgrade our user department to the PG level demands for the same have been forwarded to Higherauthorities of the state government we are in the continuous process of advancing our research facilities the prospective institution plan is developed following the procedure of involving the cooperation of teachers students and members of

different committees.

- We also have a system of formal meetings with the city elders political representative of the district and expert to design the development program such meetings are held and the needs are underlined.
- In order to formulate the strategy of development and deployment the committees are contributed for each and every developmental work. The conveners and their teams are constituted with the due consideration of the strength-capabilities - potential to work and willingness to work with keen interest. The committees the committee is prepare action plan and present the same to the principal for approval. The committee carry out the activities after the approval and guidelines of the principal and the conveners summit progress report and final reports of the completed work, the head of the institution thus the teachers have to participate in all institutional plans and whenever the situation demands and members of committee are involved.

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.

Government College Rajgarh is a leading college in the Alwar it has a large volume of students well qualified faculty and potential resources and facilities in terms of infrastructure and paraphernalia .It is an institution that belongs to Rajasthan state government accordingly the board administrative policies are framed by the State Government of Rajasthan. The principal and the other office staff work according to the nature and the extent of authority assigned to them.the principal of the college is the head of institution and it's always there to provide requisite leadership and motivation to the system .The principal and the staff faculty always work in consonance together for designing and proper execution of quality policy and plans.

The institution is also registered under 2(f) and 12(B) of the UGC. Therefore the institution also follows the rules the guidelines and the directions of the UGC in all its working. As a reward of maintaining an excellent administrative academic and quality record. The college has been granted the status of the Government College Rajgarh always is one of the largest college in Alwar district.

Since our institutions accreditation by the NAACin 2006 the IQAC cell has been formed in the college in pursuance of neck guidelines this cell place special attention towards making sustainable suggestions implementation of accepted suggestions and maintaining of development programmers adopted by the college for improvement in academics ,infrastructure and grooming of the students through co and extra-curricular activities.for better functioning in academic and support fields administrative committees are formed from time to time by principal. These communities are often constituted of the members having a special qualification and interest in matters related to the purpose of different committee. The principal provides academic leadership and the association with the various facilities evolves strategies for academic growth.

The institution is affiliated to the Raj Rishi bhartrihari matsya University Alwar and accordinglyit follows academic calendar and curriculum as laid down by the University. Presently there are two faculties in Arts and one faculty in science from our college as a member of BOS in different subjects.

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	A. All of the above

Support Examination

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

6.3 - Faculty Empowerment Strategies

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

- **The scheme of TRF is very popular among the lectures it provides them sufficient relaxation of 2 years leave for completing their PHD.**
- **Similarly PDRF is also availed of by some scholars for the purpose of doing the postdoctoral research.**

- **Women Staff are granted maternity leave as per the state government rules if they apply according to situation. Besides leave on medical ground is also possible as per the state government rules.**

- **Female staff are granted child care leave as per the government rules.**
- **All the welfare schemes as admissible by the UGC norms for the college staff and by the State Government for its employees are available for the staff.**
- **Every academic year, our college organizes several motivational and developmental lecturers for the teaching and non-teaching staff.**
- **It has been now rendered mandatory by UGC for every lecturer to undergo 1 orientation and three refresher courses for the aspect of HRM the college leads Full support to those who want to take part in such courses.**

The Academic departments of the college often organize national or even international seminar webinar this enhances the knowledge of college teachers and also of the students

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

0

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)	<u>View File</u>

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

01

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)	View File

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

05

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)	View File

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

The Achievements of teaching and non- teaching staff members are monitored and updated in the college records. Performance appraisalsystem is implemented as per the guidelines from UGC and the state government. Each member of the staff fills up the annual

self-appraisaland files in the Institute.The principal after good judgment puts appropriate remarks and the four words it to higher authorities. Before this, the appraisals at the college level are informallydiscussed with concerned confidentially if required)and he/she is advised by the college administration accordingly. The principle often takes personal interest in improving the performance of members of staff. Besides this, the assessmentof the teachers comes also through the feedback forms which in turn indicates the teachers' quality by the students also. All the students from each and every class and section are expected to do so far all the teachers concerned with their classes. The identities of students are not disclosed. The feedback form has awell defined as set of questions that helps the students to evaluate the teaching capacity based on lecture understanding and define how far the teacher has succeeded in reaching out the students. These details are accessible to staff so as to help them just their performance. The Principal understand the students reflections and shares its collectively and individually across the staff. If there are any issues of concern the faculty member is facilitated to any issue toovercome the lacunae without lowering self extreme. whereverrequired counseling is provides to the member of teaching and non-teaching staff in order to help them to improve the professional capabilities . The head of the institution also uses evaluation in informal way to improve the services of the office staff.

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

College accounts are maintained by the account department. No expenses are done against and without their technical advice. The funds received under various heads are utilized as per the rules. Yet, if any lapses are discovered on a later scrutiny the same are rectified and the concerned authorities are duly apprised of the corrections.

- **Besides the above, there is also a provision of the audit of college accounts by an external auditor appointed or nominated periodically by the state government. Accountant general also audits our or accounts periodically. The representatives of accountant general conduct such audit of the college accounts does there exists absolute transparency in maintaining of the college accounts. Usually the audit is conducted every year incidentally the audit is underway while this report is being prepared.**

- **There have been no measure objections if there arises any objections. whatsoever, the same are removed with the college administration help.**

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 college major source of funding are as follows

- **Total fee collected from the students.**

- **Grant received from the State Government of Rajasthan.**
- **Various grants received from the UGC.**
- **Contribution by MLA /MP from the related funds.**

The government educational institution does not make any profits. College's accounts department makes the salary bills which are duly and Rose by the principal and the same are address by the state treasury. All other funds are utilized as per recommendation of the constant committee of which the college accountant is a permanent member. Principle's approval is a must and expert opinion of the accounts department of the college regarding proper and rule following utilization of funds is essential for any kind of expenses. The financial resource of the college are managed in every careful effective and transparent manner.

Each and every transaction is supported by the vouchers. All the collections are deposited in the bank and all the expenditure, recurring and non -recurring are incurred through bank cheque. Only duly authorized person (DDO) can operate through the bank. Most often the DDO is the head of institution.

State government periodically audits the college accounts by sending external auditors. Accountant general also audits our accounts periodically .Thus there exist absolute transparency in maintaining of the college accounts.

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

Principal is the chairperson of IQA cell and it works under the overall guidance of principal. The convener assigns the tasks to the members oftenforming sub-teams suitable for the task. The

requirement of the college with reference to various stakeholders are assessed , And an action plan in tune with the available budget of funds is made. The same is discussed with the team and corrections, if any , are made. Then, it is put before the principal and the levels of urgency, benefit, expenses and other modalitiesare discussed with him, on approval the plan is put into action.

The administrative system also looks after the quality education in the institution. The different committee set up by the institution are always aware of administrative needs. With the functioning of IQA cell the academic and the administrative system in the institution have been quite effective for the enhancement of quality education. The institution has a full proof mechanism to get the academic and administrative machinery of the institution in motion. The academic quality of the institution is maintained by the teaching and learning processes. The administrative quality is maintained by the effective functions carried out by various committees. the two mechanism are interdependent and, therefore, there is no scope for any failure in any system.

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

The government college Rajgarh has adopted a multilayer system where the top administration is the ultimate decision making body accountable to various stakeholders. The IQAC, the planning body, collects inferences from the learners and various committees through participatory interaction based on which it proposes comprehensive prospective plant to the top administration for approval and implementation. The chain of committees is in charge of implementation of developmental and academic activities assigned by the administration. The supervision by the administration and shows the proper implementation. The fair representation of learners ensures the transparency in the

process.

The Head of institution conducts meeting regularly and visits the classroom to ensure proper delivery of material and timely completion of course as per syllabus. TheIQACplay a major role in assuring quality of education imparted by the institution. . It is through students' active participation in classroom that the quality of education is maintained. Students are punctual and attend classes regularly. They also interact with the concern teachers and request for extra classes if needed. They approach the Teachers for solution of their problems related to their syllabus. Their participation is also assured by involving them in cultural and other activities. The students also approach the head of institution directly for redressedof their problems. The IQAC place special attention towards making suitable suggestions implementation of accepted suggestions and the monitoring of developmental programs adopted by the college for improvement of academics infrastructure, and grooming of the students through co- and extra-curricular activities.

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) | C. Any 2 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)	[View File](#)

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

Govt. College Rajgarh champions the cause of gender equity and sensitizes the staff and students to gender based challenges and concerns. Prescribed curricular in several (humanities) Honours programs provide platform to engage in discussions regarding gender disparities and factors producing and propagating gender inequities in our society. In addition to the curricular engagements, several co-and extracurricular programs highlight the centrality of addressing concerns and the need to transform the patriarchal society to a gender-equal society.

Gender Sensitization through Academic and extracurricular Programs:-

- **The Women cell at Rajgarh College formulates the annual plan to implement gender equity in principle and practice. Women cell organizes Poster Making competition on 'Save Girl Child Educate Girl Child', Mehndi competition, Solo Song competition, Rangoli competition, Panel Discussion on gender Issues throughout the year. A lecture was also organized on 'Time Management' for girls.**
- **Legal awareness programs are organized to raise awareness about laws on sexual abuse, sexual harassment at work place, civil and political rights of women etc. the college believes in not only heightening awareness among female students about their rights but also sensitizing towards gender issues.**

    Institutions shows gender sensitivity in providing

facilities such as-

- Safety and security
- Common room
- Counseling

- Response

- Safety and security

- CCTV cameras are installed at strategic locations for continuous surveillance of the premises and for heightening security in the college.
- Complaint and suggestion boxes are made available in the campus.
- The institution has constituted Women Cell, Women Redressal Cell, Anti Ragging Committee, Discipline Committee and Student advisory Committee to ensure safety and to protect the interest of students.

- Common room

- There is a separate common room for female students with all necessary facilities.

- Counseling

- An exclusive women cell has been constituted by the institution. Women cell officer and YDC convener counsel the girls students on a need basis on various issues like stress management, self esteem issues, lack of motivation, time management, friendship issues, emotional issues, behavioral issues adjustment issues etc.

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
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

- **Solid Waste Management.**
- **Liquid Waste Management.**
- **Biomedical Waste Management.**
- **Waste Recycling System.**
- **Hazardous Chemicals and Radioactive Waste Management.**

Response-

Rajgarh College implemented the following measures for degradable and non-degradable waste.

- **Solid Waste Management.-**

1. **Solid waste is segregated as degradable and non-degradable and handed over to the concerned authorities.**
2. **Each block and each floor is provided with dry waste**

collecting bins everyday and collected, the same is transported to the concerned places.

3. The college is striving to be a plastic free zone and in process of vertical garden and making the campus eco-friendly and greenery to reduce global warming.

4. The cartridges are refilled and are reused in the printers in the printers. UPS batteries are refurbished by the seller.

- **Liquid Waste Management.**

Water conservation has become the need of the day. Awareness among the students and staff on water conservation is created. The campus is zero water discharge campus i.e. no water is discharged outside the campus as the treated water is used for gardening.

1. **E-waste management-**

1. The E-waste includes a wide range of electronic and electrical items such as computers, printers, keyboards etc. Electronic machines and goods are put to optimum use. The institutions take efforts to minimize e-waste by repairing the computer peripheral and electronic components.

2. E-waste generated from various departments which cannot be reused or recycled, is being disposed off centrally through certified eco-friendly vendors.

3. Printers' cartridges are generally refilled and not disposed off. Wherever refilling is not possible, the cartridges are returned to the manufacturer.

4. UPS batteries are exchanged for a nominal cost (buyback offers) with the vendor new batteries.

- **Hazardous Chemicals and Radioactive Waste Management.**

1. The college generally does not generate any hazardous waste in any manner. However the college strives to generate minimal waste and tries to reduce the use of plastic whenever possible.

2. Use of pesticide and other harmful chemicals in the garden is replaced by adopting organic methods of gardening

whenever possible.
3. In order to dispose the acid fumes, chemistry lab is equipped with exhaust fans.
4. Mild chemicals are used for cleaning and maintaining campus.

Provide Web Link to –

- Relevant documents like agreements/MoUs with Government and other approved agencies.

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

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	View File
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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
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	**E. None 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	**E. None 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 a multi-ethnic culture where people belonging to religious, racial, cultural identities live together harmoniously.

Keeping this view in mind, Rajgarh college tries to maintain harmony and try to create goodwill among students.

Each and every students of the college along with faculty members are fully involved in the national developmental activities, national festivals and awareness relies. The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. These activities have a very positive activity on society's cultural and communal thoughts directly.

College thereby celebrates Independence Day, Republic Day, Gandhi Jayant, Rashtriya Ekta Diwas every year with great honour and respect. The programs organized by the college promote greater values of life, love, integrity, fraternity and patriotism in the minds of the students.

Rajgarh College has implemented several measures to make the college an inclusive campus-

- **Measures for equal opportunities**

1. **Govt. College Rajgarh strictly follows the reservation policies laid out by the Government of India for Admission of students and appointment of teaching and non-teaching**

staff. College ensures parity and transparency during the admission process.

2. Students from low socio-economic spectrum are granted fee concession in every academic session. The college also promotes several financial assistance/ scholarships provided by the Government of India, State Government to facilitate excess to financial assistance among students.

- Promotion of Diversity and Inclusivity-

1. 'Ek Bharat Shreshth Bharat' club was formed as per the order of Directorate College Education Rajasthan Jaipur in the college. Under this club various competition such as poster making competition, Essay making competition were organized in the context of the state of Assam in which NSS volunteers portrayed the folk culture of the state of Assam beautifully.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
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

Rajgarh College organizes activities that strengthen our constitutional values and deepen our allegiance and responsibility toward our nation. The national service scheme (NSS) is the body that commits to programs and activities to inculcate constitutional obligations and patriotism among students and staffs. Our institutions had arranged number of programs covering freedom of expression through which the students can get the courage to express them. Many of our teachers deliver lectures on the constitutional obligations, national unity and social harmony in the college, town and nearby villages.

- Democratic Values-

The college enshrines the sovereign and democratic values of our nations by commemorating some important days.

1. National Voter's Day is celebrated on 25th of January every year.
2. 26th January Republic Day is celebrated every year to commemorate the adoption of the constitutions. On this day flag is hosted. Speech on Constitutions formation and its importance are delivered by the faculty members and Principal of the college. The students get to know their duties towards their motherland and also the rights provided to each individuals by our constitutions.
3. The Independence Day is celebrated annually on August 15 by hosting the national pride Tricolour Flag at our college premises. Observance of this day makes us aware of our duties towards the nation and helps to promote patriotism and national unity. On this day we also remember all great personalities and freedom fighters that had played a very important role and sacrificed their lives for bringing independence.

- Citizen's Rights

1. The college facilitates and conducts Student Union Elections every year to ensure a democratic and safe space for students to voice their concerns.

- Programs instilling citizen's responsibilities-

1. College renders national service by organizing road safety awareness programs routinely. Students are informing about traffic rules and regulations and instill the importance of safeguarding human life.
2. To promote a sustainable environment, Swachchh Bharat Campaigns and tree plantations drives are organized.

File Descriptions View Documents

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	**D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	[View File](#)
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

Response

Rajgarh College celebrates national and international commemorative days to inculcate constitutional responsibilities to instill patriotic spirit and to foster unity among fellow citizens.

- **Independence Day and Republic Day are celebrated in the college by hoisting the Indian flag.**

- World Adivasi Day is celebrated on 9th August in the college to honour the tribes and recognized the specific challenges they face.
- 5th September Dr. S. Radha Krishnan Birth Anniversary is celebrated as Teacher's day with great fervor by the students to show their regards to the teachers.
- Hindi Diwas is celebrated on 14th September every year to celebrate the adoption of Hindi as the official language of the country.
- 2nd October Mahatma Gandhi Jayanti and Lal Bahadur Shastri Jayanti are celebrated in a befitting way.
- Covid 19 Jagrukta Abhiyan was organized on 9th October to Aaware the students to wear the masks to avoid the danger of pandemic
- 31st October Ekta Diwas, birth anniversary of Sardar Patel is celebrated as National Unity Day.
- Indira Gandhi Jayanti is celebrated on 19th November as National Integration Day.
- 26th November Constitution Day is celebrated by the College.
- 1st December World Aids Day is observed to raise awareness of the pandemic caused by the spread of HIV Infection.
- 10th December World Human Rights day is celebrated every year to raise awareness about people's social, cultural, and physical rights and to ensure the welfare of everyone.
- National Youth day is celebrated on 12th January to commemorate the birth of Swami Vivekanand amongst the youth.
- National Voters Day is celebrated on 25th January in order to encourage the students to take part in the political process.
- International Women's day is celebrated on 8th March, the goal is to create a gender equal world.
- International Yoga Day is celebrated on 21st June to mark the practice of self discipline and tradition of well being continuing for thousands of years in India.

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	View File
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.

Title of the practice

Green Initiatives in College Campus

Environmental degradation is the major issue throughout the world. Indian culture and traditions had always been aware and motivational towards the management and conservation of flora and fauna for the sustainable development of mother earth. PG students and staff members have taken initiative for plantation in campus. Each PG student has been given change of a particular plant. He/she waters it and takes care of it. When he leaves the college after completion of his study, the newly entered boy is given charge of the particular Tree Plantation and Environmental Awareness Committee and NSS volunteers provide necessary help and guidance to the students.

Goal-

- **Inculcating Indian values in students.**
- **Making them aware as the advantages of plantation.**
- **Making students thinks that environment saving efforts need to be carried out by every generation.**

Context-

- **College wants to utilize the potential of youth for environment protection.**
- **Most of the boys are from rural background and have good knowledge about how to take care of the trees.**
- **Using the leisure time of boys for a healthy purpose.**

Practice-

Students of NSS, M.Sc., Zoology and Botany participate in plantation programs by contributing their efforts in growing plants. Few perennial trees like Banyan, Neem, Shisham, Karanj are also planted in the college. Usually admissions are done during rainy season. Faculty members of different departments, NSS officers, volunteers and senior students introduce the newly admitted students of the college to this practice. They are guided and provide the required help. Students water trees at regular interval and thus contribute to environmental protection.

Evidence of success-

Trees have grown up now and front area of the college, playground and botanical garden have been developed and maintained duly. The practice has motivated the other students and they make small efforts on their own to save the environment.

Problems encountered and Resources Required-

The whole process is based on self motivation. A lot of fund is required to maintain the greenery and environmental development.

-

Best Practice Second

Social Responsibility and Community Outreach

-

Education without social commitment is incomplete. We work for the betterment of marginalized section of the society and help them through various outreach programs.

- This practice aims to foster the spirit of social service in our students so that they learn to recognize it as a large conditioning frame work of their education.

-
- We aim to generate awareness amongst students towards existing social disparities in income, education, health and nutrition and to instill compassion and empathy in the minds of youth towards the needs of underprivileged sections of the society.

The Context-

Social inequities and lack of opportunities characterize the lives of people from low socio economic background. Education is the only leveler of such disparities.

Government College Rajgarh imparts a holistic education with aim of sharpening of social sensibilities of the students. NSS volunteers are involved in community service empathically.

At present when the whole mankind of facing the problem of COVID-19, realizing its responsibilities NSS department of the college under the guidance of Program officers (NSS) and under the leadership of the Principal of the college have taken upon the task of creating awareness among masses through its NSS volunteers and faculty members.

The Practice-

Rajgarh College organizes programs to sensitize the people towards the needs of the day during the Corona pandemic. The NSS Volunteers regularly visit the neglected area of Rajgarh and adopted areas and interact with the occupants and discuss issues related to health, hygiene and education.

Evidence of Success-

During COVID-19 pandemic the NSS volunteers of the college went around the New Bus Stand, Mela Circle, and Vegetable Market to spread awareness about the precautions that are needed to be taken in the public place aimed the pandemic. The volunteers, while maintaining social distance, informed the general public about the need to keep their surroundings clean.

Problems Encountered and Resources Required –

Illiteracy and poverty are interrelated and deep-rooted problems of our society. Food is more important than health and safety. Convincing people to wear the masks is very difficult. Consistent continuous efforts are required to convince them to apply masks on their faces with very little success.

- Cost and Funding Issues

Planning visits to the destitute people require resources. For regular visit a large amount of funding is required. More financial resources and local partners in the comprehensive endeavor are required.

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

- Solid Waste Management.
- Liquid Waste Management.
- Biomedical Waste Management.
- Waste Recycling System.
- Hazardous Chemicals and Radioactive Waste Management.

Response-

Rajgarh College implemented the following measures for degradable and non-degradable waste.

- Solid Waste Management.-

1. Solid waste is segregated as degradable and non-degradable and handed over to the concerned authorities.
2. Each block and each floor is provided with dry waste collecting bins everyday and collected, the same is transported to the concerned places.
3. The college is striving to be a plastic free zone and in

process of vertical garden and making the campus eco-friendly and greenery to reduce global warming.

4. The cartridges are refilled and are reused in the printers in the printers. UPS batteries are refurbished by the seller.

- Liquid Waste Management.

Water conservation has become the need of the day. Awareness among the students and staff on water conservation is created. The campus is zero water discharge campus i.e. no water is discharged outside the campus as the treated water is used for gardening.

1. E-waste management-

1. The E-waste includes a wide range of electronic and electrical items such as computers, printers, keyboards etc. Electronic machines and goods are put to optimum use. The institutions take efforts to minimize e-waste by repairing the computer peripheral and electronic components.
2. E-waste generated from various departments which cannot be reused or recycled, is being disposed off centrally through certified eco-friendly vendors.
3. Printers' cartridges are generally refilled and not disposed off. Wherever refilling is not possible, the cartridges are returned to the manufacturer.
4. UPS batteries are exchanged for a nominal cost (buyback offers) with the vendor new batteries.

- Hazardous Chemicals and Radioactive Waste Management.

1. The college generally does not generate any hazardous waste in any manner. However the college strives to generate minimal waste and tries to reduce the use of plastic whenever possible.
2. Use of pesticide and other harmful chemicals in the garden is replaced by adopting organic methods of gardening whenever possible.
3. In order to dispose the acid fumes, chemistry lab is equipped with exhaust fans.

4. Mild chemicals are used for cleaning and maintaining campus.

Provide Web Link to –

- Relevant documents like agreements/MoUs with Government and other approved agencies.

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

7.2.3 Plan of Action For the next Year

Government College Rajgarh has identified the following plans of action for the next academic year –

- To create an atmosphere for holistic development of students, faculty members and support staff.

- To ensure physical and intellectual development as well as to promote sports activity.
- To facilitate continuous up gradation of knowledge and use of technology by both the students and teachers.
- To create awareness and initiate measures for protecting and promoting environment.
- To identify talent among students for various supports and cultural activities.
- To fulfill its social obligations in terms of formal and informal education, dissemination of knowledge, organizing programs and activities for the benefits of the community and other stakeholders.
- Evaluation on Teaching and Learning with the assistance of the student's feedback.
- Renovation of laboratories, up grading of computers and audio video system.
- Ensuring Wi-Fi connectivity in class rooms to facilitate learning experiments.