



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		GOVERMENT BIRLA COLLEGE, BHAWANIMANDI, JHALAWAR
Name of the head of the Institution		Dr. Manjula Tyagi
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07433222125
Mobile no.		9413730699
Registered Email		govtbirlacollege@gmail.com
Alternate Email		gbc_bwm@yahoo.in
Address		Jhalawar Road, Bhawani Mandi, Jhalawar, Rajasthan, Pin - 326502
City/Town		Bhawani Mandi
State/UT		Rajasthan
Pincode		326502

2. Institutional Status																			
Affiliated / Constituent		Affiliated																	
Type of Institution		Co-education																	
Location		Semi-urban																	
Financial Status		state																	
Name of the IQAC co-ordinator/Director		Dr. Anil Kumar Gupta																	
Phone no/Alternate Phone no.		07433222125																	
Mobile no.		9887435610																	
Registered Email		govtbirlacollege@gmail.com																	
Alternate Email		gbc_bwm@yahoo.in																	
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)		https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/generatePDF_agar/eyJpdjI6Ij15M3VaeG5CMnB1NGVvd0wwVHJlQ0E9PSIsInZhbHVlIjojOWxRaytET2o5MnJwXC9tYXpzd1h0Snc9PSIsIm1hYyI6IjRmY2ZlYjVjMmMyMDI1Yzk4NzIxNDgxZTlhNGY3YjQ3MWRjOTZhNTBhNWRjNjFlN2																	
4. Whether Academic Calendar prepared during the year		Yes																	
if yes, whether it is uploaded in the institutional website: Weblink :		https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_birla_college_bhawani_mandi/uploads/doc/2016.pdf																	
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>C++</td> <td>65</td> <td>2005</td> <td>28-Feb-2005</td> <td>27-Feb-2010</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	C++	65	2005	28-Feb-2005	27-Feb-2010
Cycle	Grade	CGPA	Year of Accreditation	Validity															
				Period From	Period To														
1	C++	65	2005	28-Feb-2005	27-Feb-2010														
6. Date of Establishment of IQAC			26-Aug-2013																
7. Internal Quality Assurance System																			

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Plantation	25-Jul-2016 1	55
Conducted different programs under Swachh Pakhwada in the Institute	01-Sep-2016 15	62
Disaster related training	24-Sep-2016 1	44
Hindi Divas Celebrations	04-Sep-2016 1	59
Programmes for blood donation camp	25-Sep-2016 1	77
Internal Academic Audit	08-Mar-2017 17	11
View File		

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt. Birla College, Bhawani Mandi, Jhalawar	NILL	UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC	2016 0	0
Govt. Birla College, Bhawani Mandi, Jhalawar	NILL	UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC	2017 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

1

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. To prepare for NAAC inspection. 2. Construct toilet for staff and students. 3. To enhance the learning resources by providing additional infrastructure. 4. Emphasis on ICT tool based learning. 5. To increase the NSS, NCC YDC interactions for the holistic development of students.

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

Plan of Action	Achivements/Outcomes
To prepare for NAAC inspection.	The work of preparing the report of the SSR of the NAAC is going on.
Apply and new construct a new science block.	Efforts are being made for this also.
Social Activity programmes.	Blood Donation, International Women's Day, Helping the Disabled organized etc.
Improve the drinking facilities for students and staff.	RO water system has been arranged for this.
Eco friendly approaches.	• Van Mahotsav are celebrated to promote planting of trees and encourage about to promote Green environment. • E-waste, Rain water Harvesting, Recycle of Waste water, Recycle of paper, Solid Waste etc. used for Clean and Green Environment.
Regular analysis based on quality indices are prepared by IQAC.	The indices made a good impact in improving the attendance, activity of students and teachers.
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14. Whether AQAR was placed before statutory body ?	No
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15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2017
Date of Submission	11-Feb-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The Institute has a webpage https://hte.rajasthan.gov.in/college/gbbhawanimandi on which the institution updates the requisite information: 1. Faculty Profile 2. Students database 3. Teaching plans 4. Time tables (Academic/Class and Personal) 5. Experiment's schedule 6. Attendance monitoring 7. Examination schedule 8. Class assignments record 9. Question bank preparation 10. Syllabus coverage monitoring 11. SMS to the parents and students 12. Faculty feedback by students 13. Icard generation 14. Roll call list generation 15. Subject allotment 16. Variety of reports pertaining to academic monitoring can be printed The institution has introduced Management Information System in daily administration in office, in library, examination work and in daytoday teaching and learning activities of the college.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

? The Institute is a government, affiliated College and so it follows the Curriculum designed by the Department of Higher Education, Rajasthan and the affiliating University of Kota, Kota. ? The College carefully follows the academic calendar of events prescribed by the Department of Higher Education, Rajasthan and specifying available dates for significant activities to ensure proper teaching -learning process and continuous evaluation. ? Theory and Practical classes are held according to the Time-Table which is prepared prior to the commencement of the academic year by a Time-Table Committee and is displayed on Notice Board & College webpage. ? The Institute encourages faculty members to attend Orientation/Refresher courses, workshops, FDPs and present papers in seminars to update themselves. ? Topper students are awarded in annual function. ? Weak students are taken into account separately. They are discussed with their parents. ? Students are given information about employment and other competition by teachers. ? Display boards/ notice boards outside the departments are used to display bulletins, announcement regarding, tests, assignments, lectures etc. ? College has Computer Lab which is being used to help students improve computer knowledge.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NILL	NILL	Nil	0	NILL	NILL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NILL	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NILL	Nill

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NILL	Nill	0
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NILL	Nill
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
NILL

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Part - I; ABST, BADM & EAFM	100	128	81
BA	Part - I; English Literature, Hindi Literature, Sanskrit, History, Economics, Political Science & Urdu	400	1212	400
BSc	Part - I (Bio); Chemistry, Botany & Zoology	88	304	88
BSc	Part - I (Mathematics); Chemistry, Physics & Mathematics	88	231	88
MA	Previous (Hindi)	60	Nil	34

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1570	58	9	1	10

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
10	10	18	0	0	2

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

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

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

? The mentoring system of college ensures that the students adapt to the dynamic learning environment and lead their ways into highly successful careers. The institute has an integrated mentoring system where the faculty acts as a link between the students and the institution and perform the following functions: - • Mentors coordinate with the parents regarding the progress of the students. • Mentors also keep track of the mentees performance during the session. • The HODs (Head of the Department) of various Departments also act as a mentor and monitor different activities of the students. Initiate administrative action on a student (when necessary). Give a detailed report of the mentoring system to the Head of the Institute time to time. ? Class teacher pay special attention to advanced learners and slow learners. Students are encouraged to participate in college activities as per their capacities, interests and talents. ? Teachers tell them about the week and strong points of the students. ? Identify Strengths, and build up a career based on the strengths Identify Weaknesses and consciously correct them Identify Opportunities for good placement, and training him to correct weaknesses and develop the required soft skills, moral values etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1628	10	1:163

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
20	10	10	0	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	NILL	Nil	NILL
2017	NILL	Nil	NILL

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Part - III	Year	20/04/2017	10/06/2017
BCom	Part - III	Year	31/03/2017	03/04/2017
BSc	Part - III	Year	01/04/2017	20/05/2017
MA	Final	Year	19/05/2017	30/06/2017

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

The institute follows all the evaluation reforms as prescribed by the University. In addition, the Institute has introduced measures on its own. The Examination Committee in the institute prepares the schedule for internal examination at the beginning of the academic year and is notified to the students and teachers well in advance. The College has an Internal Examination

Cell which displays all the circulars regarding examinations on notice boards from time to time. This examination cell is in accordance to the directives of the Higher Education Department and is conducted twice in a semester system and annual in annual examination system. The students were evaluated on the basis of unit tests, class tests, projects, assignments per term per subject. The students were evaluated on the basis of attendance in regular classes. The institution is keen on monitoring the performance of the students and reports to the Parents.

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

The Department of Higher Education, Jaipur, Rajasthan releases a comprehensive academic calendar for every session in the month of May / June of the preceding session. Simultaneously detailed schedules for NCC, NSS, Red cross, sports, personality development, and youth festivals are released by the concerned authorities/ agencies. The academic calendar contains the list of national, state, local and the institutional holidays. The notification for various examinations is issued by the university. So, the teachers have ample opportunity to plan teaching learning schedule and extracurricular activities well in advance. Committees are made by the principal to make the exam fair. Each committee performs its own functions.

2.6 – Student Performance and Learning Outcomes

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

<https://hte.rajasthan.gov.in/college/gbbhawanimandi/courses>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	English Literature, Hindi Literature, Sanskrit, History, Economics, Political Science, Urdu	271	259	95.57
BCom	BCom	ABST, BADM, EAFM	66	62	93.93
BSc	BSc	Bio and Mathematics	103	97	94.17
MA	MA	Hindi	24	24	100

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2.7 – Student Satisfaction Survey

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

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_birla_co

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
NILL	0	NILL	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NILL	NILL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NILL	NILL	NILL	Nill	NILL

[View File](#)

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NILL	NILL	NILL	NILL	NILL	Nill

[View File](#)

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NILL	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NILL	0	0
International	NILL	0	0

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

Department	Number of Publication
Commerce (ABST)	2
Arts (political Science)	1

Science (Chemistry)	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	0
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	NIL
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	2	0	0
Presented papers	1	1	0	0
Resource persons	0	0	0	0
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NIL	0	0
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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Swachh Bharat	NSS	Cleanliness Drive	3	66
Swachh Bharat	NSS	Plantation	3	52
Aids Awareness	NSS Red Ribbon	Rescue, Security Measures and Rally Organizing	5	42
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NILL	0	NILL	0
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NILL	NILL	NILL	Nil	Nil	0
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NILL	Nil	NILL	0
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
452868	452868

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Value of the equipment purchased	Newly Added

during the year (rs. in lakhs)	
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NILL	Null	NILL	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12557	30136	5	940	12562	31076
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NILL	NILL	NILL	Null
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	27	0	0	0	0	1	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	27	0	0	0	0	1	0	0	0

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NILL	Null

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
19384	19384	452868	452868

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

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students. Laboratory:- Laboratory equipment is routinely checked by a lab assistant. In case of a minor mistake in the equipment, the lab assistant is to be corrected. When a big mistake happens, a mechanic has to be called. Information related to equipment is maintained in the stock register. Computers:- The equipment related to computers and computers are regularly checked by the concerned committee. In case of any malfunction in the computers and related equipment, it is repaired by the concerned committee. Information related to equipment is maintained in the stock register. Library:- The library is maintained by librarian. All books are arranged in the cupboard according to the subject stream by librarian. Binding of torn books is processed. Books are given to students through I-cards and library cards. Internal audit is also conducted from time to time by the college. Sports:- The necessary goods and sports articles are purchased by the office of the principal as per the recommendations of the sport secretary and the advisor of the students. The college authority purchases them by calling quotations from the reputed sport outlets. Periodically necessary steps have taken by the authority to develop the sport activities of the students. A pavilion has also been made for the students within the campus, so that the students can enjoy the events of sports week, organized in the college. Some of the sports items are kept in boys'/girls' sport room. Carom board, Badminton, Volleyball, Handball, Tennis ball, Basketball, Football or any other sports equipment is issued to the students by depositing their student ID whenever they got free time in their schedule. Teachers can also issue these sports equipment by signing the Department Issue Register. The teachers of Department of Physical Education keep a well-maintained record of all the sports equipment. Procurement of new equipment is done by following a proper procedure. The equipment is purchased according to the requirement of the teams that practiced for the Inter-College, State, National and other Open and Invitational Tournaments. Department also maintain the record of student attending daily sports practice, their refreshment and other requirements related to their respective game Class rooms:- The maintenance of classrooms is a regular exercise. The cleanliness of classrooms is ensured by a group of Grade -IV workers and sweepers. After the admission process in every year, it is ensured that all the classrooms have adequate desks, benches. The fans and electrical appliances are checked wherever requirements are found the purchase committee are appraised of the requirements. The purchase committee makes the purchases after approval from the principal. There are projectors in as many as eight classrooms, besides smart classrooms.

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_birla_college_bhawani_mandi/uploads/doc/P1.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
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Financial Support from institution	NILL	0	0
Financial Support from Other Sources			
a) National	CM Scholarship	283	Nill
b) International	NILL	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NILL	Nill	0	NILL
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	Competitive examination	0	0	0	0
2016	Career counseling	0	0	0	0
2017	Competitive examination	0	0	0	0
2017	Career counseling	0	0	0	0
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NILL	0	0	NILL	0	0
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	0	B.Com.	Biology and Mathematics	NILL	NILL
2017	0	B.Com.	ABST, BADM & EAFM	NILL	NILL
2017	0	B.A.	Hindi Literature, English Literature, Sanskrit, Urdu, History, Political Science and Economics	NILL	NILL
2016	0	B.Sc.	Biology and Mathematics	NILL	NILL
2016	0	B.Com.	ABST, BADM & EAFM	NILL	NILL
2016	0	B.A.	Hindi Literature, English Literature, Sanskrit, Urdu, History, Political Science and Economics	NILL	NILL

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

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0

Any Other	0
View File	

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

Activity	Level	Number of Participants
Cultural activities	Institution level	14
Sports activities	Institution level	166
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	NILL	Nill	Nill	Nill	Nill	NILL
2017	NILL	Nill	Nill	Nill	Nill	NILL
View File						

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

5.3.2 Activity of Student Council representation of students on academic administrative bodies/committees of the institution (maximum 500 words) The College is determined to provide a safe and secure working environment for its employees as well as for the students. Students are actively involved to ensure a secure environment for both boys and girls. The College has a well-structured IQAC Team, Anti Sexual Harassment Cell, Equal Opportunity Cell, Gender Sensitivity Cell and Student Welfare Cell. Each of these committees has student representation to ensure transparency and reduce favouritism and partiality. College has formed a student council that consists of principal, senior faculty, administrative faculty and college toppers. Out of these toppers, one student is selected mutually as their representatives and rest of the students are the class representatives. Student council plays a key role in all the college activities. The representatives of the council actively participate in execution of the activities that are organized by the college. Some of the activities undertaken by the student council: - 1. Celebration of days: - Celebration of days like teacher's day, Guru Poornima, Independence Day. 2. Celebration of death and birth anniversaries of personalities that are of national or international Importance. 3. Students have representation in IQAC and the decision taken their in. 4. Student Volunteers disseminate information from college administration and other committees to all students. They assist the teachers in planning, organizing and executing various student-oriented activities. They act as mediators between students and teachers to share, discuss and solve their problems, if any and have free access to the principal. Students have strong representations in all cultural and sports and games committees and help in organization and management of events. 5. Participation in organizing industrial visits, study tours, competitions at college level Participation in NSS Camp, active participation of students in Blood Donation Camp either as donors/ as organizers. Organization of rallies, street plays etc on social issues like traffic awareness etc. Whole hearted contribution and participation in special winter camp. Organizing cleanliness campaign, yoga day, constitutional day etc. 6. NSS is one of the active units in our college that enhances the social and interpersonal skills of the students. Students are involved in planning and executing the yearlong activities of NSS including the

field work and survey conducted during the winter camp. These students receive a proper exposure to rural life and develop a rapport with the villagers to understand and resolve some of their social problems such as habits of cleanliness and hygiene, importance of literacy and eradication of superstitions.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Institution practices Decentralization and Participative Management. The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. 1. Principal Level: - Principal is the member secretary of the governing body and chairperson of the IQAC. The principal in consultation with the teachers of different committees for planning and implementation of different academic, student administration and related policies. 1. Internal Quality Assurance Cell (IQAC) 2. Library Management Committee 3. NSS Committee 4. Students Welfare Committee 5. Annual Prize Distribution Committee 6. Prospectus Committee 7. U.G.C. Affairs Committee 8. Website Development committee 9. Students Grievance Redressal Committee 10. Purchasing and Building Maintenance Committee 11. College Students Monitoring Committee 12. Sports Committee 13. Time Table Committee 14. Admission Committee 15. Sexual Harassment Prevention 16. Women's Grievance Redressal Committee 17. College API committee 18. Cultural Events Committee 2. Faculty level:- Faculty members are given representation in various committees/cells nominated by the principal and the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees which have been nominated by Principal and ? Placement and career counselling cell ? Discipline Maintenance committee ? Event Management committee ? College Infrastructure Cleanliness, Girls Common Room, Water Supply maintenance cell ? SC/ST Equal Opportunity Committee ? Class Room Mentors ? Disaster Management Committee ? Parent Meet Committee ? Examination (University College Level) Committee 3. Students Level:- For the development of students, various cells and clubs are established at college level. Students are empowered to play important role in different activities. Functioning of different roles and responsibilities at various clubs and committees for further reinforces decentralization. 4. Non-Teaching Staff Level:- Non teaching staff also represents in the governing body and the IQAC. Suggestion of non-teaching staff are considered while framing policies or taking important decisions.

Participative Management:- The institution promotes the culture of participative management at the strategic level, functional level and operational level. **Strategic level:-** The Principal, governing body, Teachers and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, code of conduct-discipline, grievance, support services, finance etc. **Functional level:-** Faculty members share knowledge among themselves, students and staff members while working for a committee. Principal and faculty members are involved in joint research and have published papers.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	college follows online admission system prepared by DCE, Jaipur, Rajasthan. The admission of students is done based on the norms laid down by the University of Kota and college education. Committees are formed by the principal to see all the work related to the admission. Under these committees comes the Committee on Arts, Commerce and Science. In-charge of these committees is also made. Who looks after the work related to the admission and keeps the document safe. All information related to admission is given on the college notice board, newspapers and web link.
Industry Interaction / Collaboration	Our institute is making an effort to start cooperation with various industries. For this RTM, Bhawani Mandi is being contacted.
Human Resource Management	To maintain a mental and physical health of the students varied programs are conducted for the teaching and administrative staff. International yoga day celebration for teachers, sports competition for staff and students is conducted. Staff members are given medical leave and special leave during any medical emergency. Staff is motivated to attend the external faculty development too. As a part of motivation, every staff has to fill in the appraisal forms at the end of the year for self-evaluation and evaluation by the authorities. On duty is provided for pursuing higher studies, courses, FDP conferences and exam duties.
Library, ICT and Physical	All labs classrooms are well equipped

<p>Infrastructure / Instrumentation</p>	<p>for interactive teaching learning. Upgradation as well as updating of all labs and classrooms is done in accordance to revised syllabus. The college is situated on a spacious campus of 46 beegha with a state of art infrastructure. It has all the basic facilities like laboratories (science, computer lab), smart classroom, seminar halls, facilities for physically challenged, CCTV surveillance etc. Library is the soul of the college highlight being spacious reading room, textbooks and reference books. College takes due care of its maintenance and beautification.</p>
<p>Research and Development</p>	<p>Students and teachers are motivated to take interest in research work. They are also encouraged to attend workshop and seminars related to research work.</p>
<p>Examination and Evaluation</p>	<p>College has its systematic procedure for conducting examination as per the university guidelines, Examination committee of college conducts meeting prior to the university examination for fair Examination and also takes in to account to reduce malpractices. Teacher takes regular monthly tests and the scores of these tests incorporate in the final assessment.</p>
<p>Teaching and Learning</p>	<p>Teaching and Learning:- Our College has adopted the following methods to impart knowledge to students:- Chalk and Talk method Group discussion One to one teaching Audio visual aids Quiz Creative writing Interactive sessions Projects and Assignments Videos, Movies and Documentary films Models and other aids, and preserved specimens Weak students are given special attention Toppers are awarded in the annual function</p>
<p>Curriculum Development</p>	<p>The college follows the syllabus prepared by the university of Kota, Kota. The college follows the DCE, Jaipur for other activities.</p>

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

E-governance area	Details
<p>Planning and Development</p>	<p>1. All Administrative offices are computerized. 2. Internet Leased Line is provided. 3. Wi-Fi access is provided. 4. Attendance of Staff members is governed by Biometric machines. 5. Notices are forwarded through college Webpage, WhatsApp</p>

Group, emails etc. 6. The college has a website. 7. Updation committee which updates all the information related to college, courses, activities to be conducted, examination notices, scholarship notices and all the other information.

Administration

All the procedures like admission, examination form filling, results, etc are done digitally. To achieve the target of Paperless work, Staff uses digital modes of communication like email, WhatsApp facility for data collection from Departments, to prepare notices and activity reports. The college has Biometric attendance for teaching and nonteaching staff. The college campus is equipped with CCTV cameras installed at various places. The college is connected through high-speed internet bandwidth of 4 MBPS. College has fully automated 247 internet facility. The institute is having 26 computer sites equipped with internet facility. The institute records attendance of faculty and other staff members through bio metric attendance.

Finance and Accounts

Survey and other details of the employees related to finance are maintained through IFMS system. Tender for various requirements of the institute given on the college webpage. The college conducts regular audits of annual books of accounts. The administrative office keeps all financial records separately as per the events and transactions made for. The administrative office maintains the books of accounts properly which helps in auditing procedure. All the receipts like student's fees, their outstanding fees are recorded through the software. The main expenditure components like payments to vendors, salary payments to teaching, nonteaching, and visiting staff, all the payments related to tax like professional tax, Tax deducted at source (TDS), etc.

Student Admission and Support

The College has online mechanism for the admission purpose wherein students can go for online admissions. The fees for each course can be paid online. The college has extended helping counter for the students which provides them several services such as Admission form Filling, Examination form filling as

well as Scholarship Form filling at one place only. The service centre provided at college is free of cost. Information about the courses, admission criteria, fee structure, extracurricular activities offered is published on college.

Examination

The necessary infrastructure and human resources are well in place at college for organizing the university examination on the manual examination. The institute has the separate, examination control room equipped with ITC tools required for examination purpose viz. Computer system, internet facility, printer, Scanner Machine.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	NILL	NILL	NILL	Nil
2016	NILL	NILL	NILL	Nil

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	NILL	NILL	Nil	Nil	Nil	Nil
2017	NILL	NILL	Nil	Nil	Nil	Nil

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NILL	0	Nil	Nil	0

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

0	0	0	0
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6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teaching old pension scheme New pension scheme Gratuity PL Encashment, Medical reimbursement SI Maternity and CCL for women employees DA as GOI, HRA, PL Encashment, Medical reimbursement and apart from the salary as per UGC scale	Old pension scheme New pension scheme Gratuity PL Encashment, Medical reimbursement SI Maternity and CCL for women employees DA as GOI, HRA, PL Encashment, Medical reimbursement and apart from the salary as per UGC scale	Reservation as per state govt policy Weightage in admission to meritorious students - NCC cadets, NSS volunteers of national award winners and Rovers and Rangers on the basis of their accomplishments Student accident Insurance and various Scholarships by state Govt.

6.4 – Financial Management and Resource Mobilization

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

The institution conducts financial audit by our internal accounts staff as well as an audit by the registered CA firm at the end of each financial year Here in Govt. Birla college, Bhawani Mandi during the years all the expenses made by the university and by its different units were audited by three different wings of the audit system viz. INTERNAL AUDIT, GOVERNMENT AUDIT or FINANCIAL AUDIT and the audit team deputed by the DCE, Jaipur. All expenses such as of revenue nature are audited by the Internal audit. Besides, any such expenditures involving payment from the grants received from the state govt. and the UGC is audited by viz. the Internal audit, the financial audit and the audit team deputed by DCE, Jaipur. Audit of accounts of Govt. Birla college, Bhawani Mandi is also conducted by the DCE, Jaipur from time to time. The audit team deputed by the DCE, Jaipur does the 'TEST CHECKING of various types of accounts relating to the funds especially received from the State government and University Grants Commission (UGC). The audit team deputed by the DCE, Jaipur also audits stock registers, and conducts audit of DCE, Jaipur, audit of Works department of the college and audit of all Plan Expenditures of the college. The Internal Audit of the college makes a thorough audit of the expenditures of the college.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
MLA Fund	1200000	Class Rooms
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	No	NILL	Yes	Principal
Administrative	No	NILL	Yes	Principal

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

1. On occasions like College Annual Day and Admissions, the College organizes Open House for interaction between Parents and Faculty. 2. The performance of the students in the examinations is communicated to the parents. 3. Suggestions were taken into consideration given by the parents for further improvement.

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

1. Awareness programme for Support Staff on Health and Hygiene. 2. Training on various service rules has been organised. 3. Academic / Study leaves are granted to encourage higher education.

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

1. Standardization of feedback forms. 2. AQAR report for session. 3. Vacant teaching and non-teaching posts should be filled on regular basis Post.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	NILL	Nil	Nil	Nil	0
2017	NILL	Nil	Nil	Nil	0

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NILL	Nil	Nil	0	0

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

Percentage of power requirement of the University met by the renewable energy sources

1. Cleanliness Program. 2. Plantation. 3. Motivating the students and the staff members like pooling the vehicle, walking, using bicycle etc. 4. Solar Panel rooftop is under process. 5. Water harvesting system. 6. Decomposition of waste material of plants.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1628

Provision for lift	No	0
Ramp/Rails	Yes	1628
Braille Software/facilities	No	0
Rest Rooms	No	0
Scribes for examination	Yes	1628
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	20/09/2016	1	Plantation in college campus	Cleaning, weeding old plants and installing tree guards	62
2016	1	1	24/09/2016	1	National Service Scheme Foundation Day	Rally on voter awareness, female feticide and drug free society.	52
2016	1	1	28/11/2016	1	Cleanliness campaign	Cleaning of main road of village Gujar ka Kheda and Bhawani Mandi city	51
2016	1	1	01/12/2016	1	AIDS Day	Various programs on prevention and protection	66

						n against AIDS	
2016	1	1	25/09/2016	1	Blood donation camp	Blood donated	77
2017	1	1	25/01/2017	1	Voter day celebration	Voters were made aware about the voter	44
View File							

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

Title	Date of publication	Follow up(max 100 words)
NILL	Nil	NILL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Teacher's day	05/09/2016	05/09/2016	52
Celebration of Independence Day	15/08/2016	15/08/2016	30
Celebration Gandhi Jayanti	02/10/2016	02/10/2016	36
Cleanliness campaign	01/09/2016	15/09/2016	40
AIDS Day	01/12/2016	01/12/2016	53
Blood donation camp	25/09/2016	25/09/2016	77
Celebration of Republic Day	26/01/2017	26/01/2017	39
Yoga Day Celebration	21/06/2017	21/06/2017	20
Women's Day Celebration	08/03/2017	08/03/2017	25
Voter day celebration	25/01/2016	25/01/2016	44
View File			

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

1. Recycling of wastage. 2. Planting of plants trees (both perennial seasonal) inside the campus. 3. Water Management – Waste Water Recycling and Rain-Water Harvesting. 4. Institute encourages staff and student to use bicycle for local transportation. 5. Attempt to make college tobacco free. 6. Encouragement for reuse of paper on back side and through email for applications by the staff. 7. Declaration of Polythene Free zone in the college and active participation in Drives for Banning of Polythene in the state.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. NSS volunteers donate their labour for village cleanliness and institutional

premises. They generate awareness regarding cleanliness among villagers through collaborative work, slogans, songs and street plays. 2. Plantation programme

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

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_birla_college_bhawani_mandi/uploads/doc/D1.pdf

7.3 – Institutional Distinctiveness

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

? The Government Birla College is the only government college in Bhawani Mandi. This college is spread over 46 bighas of area. It is in a pollution-free area, which is 5 kilometers from the original town. Due to co-education in this college, both boys and girls come to study from far away villages. This college is surrounded by greenery. Piplya dam is built behind this college. This dam and greenery further enhance the beauty of the college. ? The college aims at creating a hatching ground for the students to develop their hobbies and achieve success in life. ? Despite being in the backward area, PG classes are also running in it. Currently PG classes are in Hindi, ABST and chemistry. Presently 1647 students are studying in this college. ? Accordingly moving along with the objectives of NAAC, the college conducted activities on universal values, human values, environmental protection, professional ethics, important days like birth and death anniversary of personalities of national and international importance, days of national importance, etc. ? Communication with the students, continuous Mentoring helped them to keep themselves strong even during the pandemic. ? To achieve vision, and mission of the college the IQAC motivates the faculty to adopt Innovative practice in teaching and learning process. Institution has promoted the use of ICT based teaching learning process through internet, which helps the young minds to increase their learning capacity and global competencies. ? The institution takes care of environmental consciousness by taking various initiatives such as tree plantation, use of solar energy and optimal use of natural lights in classrooms and laboratories. The institution has also taken necessary steps to upkeep the college campus clean and greenery. An effort has been made to enrich the storage of ground water in the college campus by constructing rain harvesting system.

Provide the weblink of the institution

https://hte.rajasthan.gov.in/dept/dce/university_of_kota/government_birla_college_bhawani_mandi/uploads/doc/I.pdf

8.Future Plans of Actions for Next Academic Year

Future plans of the institute are primarily aiming at scaling the intellectual environment of the institute. This includes aiming at inducting a better quality of students, faculty and intellectual output. ? Introduction of some more PG courses. ? Get the track made for running. ? Making a stand for the vehicle. ? Develop lawns. ? Develop Botanical Gardens. ? Managing an e-library ? Construct walls around the college. ? Setting up the IGNOU centre. ? Get the canteen built. ? To arrange free books for poor students. ? Implementing certificate course. ? Applying for 2nd cycle of NAAC. ? Attempt to improve research work. ? Introduction of new vocational courses. ? Efforts for financial support from various government and non-government funding agencies for the betterment of academic, research and physical facilities in the institution. ? Enhancing social compatibility of students by giving better opportunity of social interaction through activities of NSS, sports and cultural activities. ? To purchase recent subjects related books, e-books, journals, e-journals and magazines. ? To enhance

library infrastructure.