

**Criterion 6- Governance, Leadership and Management (100)**

**Key Indicator- 6.1 Institutional Vision and Leadership (15)**

Metric No.		Weight age
6.1.1 QM	<p>The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.</p> <pre> graph TD     C[Commissioner of College Edu Raj.] --- A[Assistant Director Regional Office]     A --- P[PRINCIPAL]     P --- PTI[Physical Training Instructor]     P --- NT[Non-Teaching]     P --- T[Teaching]     P --- Lib[Librarian]     P --- AA[Assistant Account Officer]     PTI --- AA     NT --- OS[Office Supp.]     T --- AP[Assistant Professor]     T --- Assoc[Associate Profess]     OS --- Admin[Additional Admin. Officer Assistant Admin Officer Personal Assistant Senior/Junior Assistant Lab. Assistant IV Class]     </pre>	15

**Vision: -**

Government Girls College Shahpura is a pioneering institution of education with a vision which emanates from its motto “(“सा विद्या या विमुक्तये”)” means knowledge liberates. Our logo reflects the vision truly and it's understanding itself helps one to make better decisions. The Institute tries to evolve in the mind of young students the spirit of hard work and human rights. GGC Shahpura envisions a system that strives for an emancipator education which shapes objective, empathetic, unprejudiced and enlightened beings.

**Mission: -**

We, serve the cause of education with grit and vigour to reach out to girl students from diverse backgrounds which constitutes a large number of first Generation learners. An erudite, competent and focused pool of faculty members, strive to equip the students with higher knowledge, lifelong learning skills and groom them into responsible citizens. In order to be relevant to the ever evolving world of science and aesthetics, we endeavour to impart dialogic and participatory education to encourage critical temper with the help of class room lectures and modern curricula. GGC Shahpura, thus, enables the students to evolve into unprejudiced yet competitive individuals to productively serve the society.

Our Mission is to provide [opportunities](#) to the Young girls to shape their minds with moral and human and enhance knowledge through innovative ideas, discipline, integrity, confidence and creativity through a propitious teaching learning environment.

The leadership and governance of the college is well reflected in its vision and mission.

The vision of the College has been to **impart student-centric quality education and inculcate moral values in its pupils.**

Being accredited with “C” grade twice consecutively bears testimony to its illustrious and glorified history, growth, development, achievements, leadership, and governance over the years. The College has a defined organizational structure for effective decision making and execution of responsibilities.

**Nature of governance: The College comes under the Commissionerate of College Education Rajasthan, Jaipur headed by the Commissioner** who manages and administers the government colleges of the state, but at the college level the Principal is the head of the institution. He decentralizes duties and the senior faculty members are given charges of **Establishment section, Accounts section and Academic section** to shoulder various administrative responsibilities. **The Heads/ In charges of various departments act so by virtue of their seniority and are responsible for the functional activities of the Departments.** The performance of every employee, teaching or non-teaching, is appraised by the Principal and reviewed by the competent authority on annual basis covering various aspects of working/ behavior and overall performance.

**Regular meetings of the college development committee and stakeholders play a significant role in overall governance viz. planning, deployment, monitoring and execution of agendas pertaining to development, teaching, social responsibilities, and innovative practices. Perspective plans:** The administrative strategies are planned and executed both at the Commissionerate and at the institutional level. **The members of BOS receive feedback from students, teachers and *Vikas Samiti* and initiate modifications in the curriculum.** Action is taken on the feedback regarding teaching, institutional social responsibilities, augmentation of facilities and other areas within the purview of the principal. **Matters and requirements related to finance are forwarded to the Commissionerate for further action. Participation of the teachers in the decision making bodies of the institution:** The constitution of committees for specific purposes clearly reflect effective governance. More than **50 committees** are framed at the beginning of every academic session. **The Staff Council Meeting and respective committee meetings** are called periodically for efficient implementation of agendas related to teaching, curriculum, admission, examinations, students' union elections, co-curricular and extracurricular activities and any other significant matter related to the development of the institution. The committees are well supported by non-teaching staff. ***Mahavidlaya Vikas Samiti (College Development Committee):*** It works as the liaison between the society and the college. This committee is a big support and it helps in overall development. It also steers and helps in the effective implementation of strategic planning by giving feedback and generating finance.

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## Key Indicator- 6.2 Strategy Development and Deployment (12)

Metric No		Weightage						
6.2.1 QM	<p><b>The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.</b></p> <p>1. The college is governed by the Government of Rajasthan through the Commissionerate, College Education, and Rajasthan. At the college level, the Principal is the administrative head of the institution and various committees of the faculty members help him/her to run administration smoothly. The internal organizational structure and administrative set up can be seen as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Establishment</th> <th style="text-align: center;">Academic</th> <th style="text-align: center;">Accounts</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;">                     Keeps the record of Leave taken, postings, transfers and promotions of college employees. Updates personnel Information of teachers. Deals With pay scale/ Fixation details etc.. Deals With enquiries against employees                 </td> <td style="vertical-align: top;">                     Deals with admission of the students. Maintains all records pertaining to the students. Maintains liaison with the university to conduct annual exams, manage examination material and ensure disbursement of the amount received for examination duties. Forms time table and helps in Conducting semester and annual exams.                 </td> <td style="vertical-align: top;">                     Deals with payments of all kinds. Ensure, prepare and manage financial records Send budgets. Check expenditure.                 </td> </tr> </tbody> </table>	Establishment	Academic	Accounts	Keeps the record of Leave taken, postings, transfers and promotions of college employees. Updates personnel Information of teachers. Deals With pay scale/ Fixation details etc.. Deals With enquiries against employees	Deals with admission of the students. Maintains all records pertaining to the students. Maintains liaison with the university to conduct annual exams, manage examination material and ensure disbursement of the amount received for examination duties. Forms time table and helps in Conducting semester and annual exams.	Deals with payments of all kinds. Ensure, prepare and manage financial records Send budgets. Check expenditure.	8
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1. The Office of the Principal, Staff Council, Mahavidyalaya Vikas Samiti, Internal Quality Assurance Cell (IQAC) and various Committees works for the smooth functioning of the institute. The administrative and supervisory role is played by the Office of the Principal. The Staff Council is the highest decision making body of the college by which important decisions of the college are taken. The College Development Committee (Mahavidyalaya Vikas Samiti) takes important decisions about the development of the college and allocating funds for that purpose. The IQAC is responsible for ensuring standards among the teachers and teaching in the college. The other committee's works for their assigned roles.

**1. Service Rules:** The services of the employees and officers are governed by the Rajasthan Service Rules and the Control, Classification and Appeal rules and the UGC guidelines issued from time to time. The officers of the Rajasthan Government are supposed to follow the General Financial and Accounts Rules of the Rajasthan Government while transacting on behalf of the Government. The spirit of the rules expects only this much that an officer is expected to make Government dealings with the same financial prudence as one may use while doing one's own financial dealing exercise caution.

2. The recruitment of the teaching faculty is done by the Rajasthan Public Service Commissions (RPSC) and the recruited teachers are promoted only after fulfilling the criteria put forward by the University Grants Commission. The eligible teachers are recommended by the IQAC and the promotions are done by the Government accordingly.

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<p>6.2.2 Q<sub>n</sub>M</p>	<p><b><i>Institution implements e-governance in its operations</i></b></p> <ol style="list-style-type: none"> <li>1. Administration including complaint management</li> <li>2. Finance and Accounts</li> <li>3. Student Admission and Support</li> <li>4. Examinations</li> </ol> <p>Options:</p> <ol style="list-style-type: none"> <li>A. All of the above</li> <li>B. Any 3 of the above</li> <li>C. Any 2 of the above</li> <li>D. Any 1 of the above</li> <li>E. None of the above</li> </ol> <table border="1" data-bbox="324 514 1242 672"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Any Additional Information</td> <td><a href="#">View Documents</a></td> </tr> <tr> <td>Date Template</td> <td>View Documents</td> </tr> </tbody> </table>	File Description	Documents	Any Additional Information	<a href="#">View Documents</a>	Date Template	View Documents	<p>4</p>
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### Key Indicator- 6.3 Faculty Empowerment Strategies (33)

Metric No.		Weightage												
<p>6.3.1 Q<sub>n</sub>M</p>	<p><b><i>The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression</i></b></p> <p>Write description in a maximum of 500 words</p> <table border="1" data-bbox="332 1123 1250 1281"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Any Additional Information</td> <td><a href="#">View Documents</a></td> </tr> <tr> <td>Date Template</td> <td>View Documents</td> </tr> </tbody> </table>	File Description	Documents	Any Additional Information	<a href="#">View Documents</a>	Date Template	View Documents	<p>6</p>						
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<p>6.3.2 Q<sub>n</sub>M</p>	<p><b>Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years</b></p> <p>6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years</p> <table border="1" data-bbox="332 1680 1258 1753"> <thead> <tr> <th>Year</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>2021-22</th> <th>2022-23</th> </tr> </thead> <tbody> <tr> <td>Number</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	Year	2018-19	2019-20	2020-21	2021-22	2022-23	Number	0	0	0	0	0	<p>12</p>
Year	2018-19	2019-20	2020-21	2021-22	2022-23									
Number	0	0	0	0	0									

**Formula:**

$$\text{Percentage} = \frac{\text{Total number of teachers provided with financial support during the last five years}}{\text{Total number of full time teachers year wise during the last five years}} \times 100$$

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**6.3.3  
QnM**

**Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

**15**

6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Year	2018-19	2019-20	2020-21	2021-22	2022-23
Number	04	01	00	11	08

6.3.3.2 Total number of non-teaching staff year wise during the last five years

Year	2018-19	2019-20	2020-21	2021-22	2022-23
Number	00	00	00	00	01

$$\text{Percentage} = \frac{\text{Total number of teaching staff and non teaching staff attending such Programmes during the last five years}}{\text{Total number of full time teachers} + \text{total number of non teaching staff during the last five years}} \times 100$$

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## Key Indicator- 6.4 Financial Management and Resource Mobilization (10)

Metric No.		Weight age						
<b>6.4.1</b>  <b>Q1M</b>	<p><i>Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ non-government organizations) and it conducts financial audits regularly (internal and external)</i></p> <p>Institution manages its financial resources in a very effective and full proof manner. Guidelines and finance rules of state Govt. are strictly followed. The accounts section of college is computerized. Each transaction is supported by the vouchers. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred online and through Cheques. The following types of accounts are created:</p> <p><b>1.Receipts and Payment Accounts.</b></p> <p><b>2.Income and Expenditure Accounts.</b></p> <p>As per the need of each unit of the college, the funds are allocated or grants are applied for as per The State Govt. and UGC schemes for the building/development projects of the institution. Various committees put forth their purchase proposal to the college administration and after proper consideration, the administration takes decision over them. Income/expenditure is closely monitored by the accounts branch. Proper procedure for purchases is adopted according to the finance rules of the state govt. Institutional mechanisms for internal and external audit: The Auditor General, Government of Rajasthan and CAG office of the Central Government, do the external audit.</p> <table border="1" style="width: 100%; margin-top: 20px;"> <thead> <tr> <th style="text-align: left;">File Description</th> <th style="text-align: left;">Documents</th> </tr> </thead> <tbody> <tr> <td>Any Additional Information</td> <td><a href="#">View Documents</a></td> </tr> <tr> <td>Date Template</td> <td>View Documents</td> </tr> </tbody> </table>	File Description	Documents	Any Additional Information	<a href="#">View Documents</a>	Date Template	View Documents	<b>10</b>
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## Key Indicator- 6.5 Internal Quality Assurance System (30)

Metric No.		Weight age
6.5.1  QM	<p><b>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures &amp; methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities</b></p> <p>Since the establishment of IQAC, It is functioning as a scanner and monitor for quality education and advancement of the institution. To regularize the quality matters IQAC is playing a significant role in the college administration. The composition of the cell is also according the guidelines of UGC. IQAC gives suggestions for the enhancement of quality education and upliftment of facilities. Proposals of IQAC:</p> <ul style="list-style-type: none"> <li>• To Fulfill the needs of students from diverse backgrounds.</li> <li>• To develop learner centered environment.</li> <li>• To ensure the progress in academic performance, student feedback is collected on a regular basis and evaluation is made accordingly. Shortcomings are listed and action plan is formulated to overcome the flaws.</li> <li>• To encourages the Use of ICT pedagogy for better learning environment.</li> <li>• To prepare the Annual Quality Assurance Report (AQAR) to fulfil the parameters of NAAC.</li> <li>• To ensure the exposure of students towards knowledge of technology and awareness of environmental issues through Elementary Computer Science and Environment Studies</li> <li>• To introduce various skill development courses and activities and to organized Co-Curricular activities for overall development of students.</li> <li>• To make the campus more Eco friendly.</li> </ul> <p><b>Methodologies of operation: -</b></p> <ul style="list-style-type: none"> <li>• <b>The women cell</b> promote activities and programs regularly for awareness in various social issues and organizes self-defense and yoga training programs.</li> <li>• Along with classroom teaching the college arranges co-curricular activities throughout the year to enhance creative and critical thinking in the students.</li> <li>• Conducted webinars on different subjects such as RTI, joy of giving, literature and Society, Personality Development, Organic farming, Chemistry in everyday life etc....</li> <li>• Lecturers under IDEA cell on various topic such as stress management, Health and hygiene, Food and Nutrition, Social Problems related to women's, Women and society, women empowerment, Gender equality etc.....</li> <li>• Seminars and tests are conducted time to time to prepare students for research in future.</li> </ul>	15

- The whole campus is now Wi-Fi enabled and the departments also have access to computers and Internet. The students also have access to computers and internet.
- The library has access to Infflibnet by which faculty and students of the college can access books and journals online.

The college is constantly extending and expanding its resources in terms of infrastructure, equipment, classroom furniture, Library, and other campus facilities. The extension of IT infrastructure and other learning resources have been augmented since the last accreditation to keep pace with the changing technology. Some of the post accreditation quality initiatives include:

- **You tube** channel of college created and videos uploaded by faculty members to promote Online teaching and learning.
- Construction of new Classrooms with furniture
- Development of Video Conferencing Room and Establishment of well-furnished and well- equipped computer Lab, Smart classes room with projector.
- Library Automation and Infflibnet Facility
- New equipment’s purchased for Laboratories.
- Implementation of E-Governances in administrative and financial spheres.
- Summer camp organized by YDC Cell.
- Motivational lectures organized under Career Counseling Cell.
- Job fair organized under Placement Cell.
- Faculty participated in national/international conferences and invited as Key note speaker and chairperson in webinars.
- Plantation drive, say “NO TO POLYTHENE” campaign under NSS to make the campus green and clean.
- Water with R.O facilities

**Future Plan of action:**

- Working on MOU
- PG in Science
- Development of Sports Ground and Botanical Garden.
- Green Audit
- Water harvesting

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6.5.2  
Q<sub>n</sub>M

Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
2. Academic and Administrative Audit (AAA) and follow-up action taken
3. Collaborative quality initiatives with other institution(s)
4. Participation in NIRF and other recognized rankings
5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

Options:

- A. Any 4 or more of the above
- B. Any 3 of the above
- C. Any 2 of the above
- D. Any 1 of the above
- E. None of the above

Response:- C ( Any two of the above 1 & 4 )D

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