SELF STUDY REPORT

For Accreditation

NATIONAL ASSESSMENT & ACCREDITATION COUNCIL

GRAMIN MAHILA MAHAVIDYALAYA

Shivsighpura, Sikar-332024
Rajasthan, India.

2013

SELF STUDY REPORT

SUBMITTED TO

NAAC

For Accreditation

2013

ग्रामीण महिला शिक्षण संस्थान समिति, सीकर
1986 से महिला सशक्तीकरण के लिए प्रयासरत
1986
विद्या विनयेन शोभते
Empowering Women Since 1986

Submitted by

GRAMIN MAHILA
MAHAVIDYALAYA

SHIVSINGHPURA, SIKAR-332024

RAJASTHAN, INDIA

www.gmsssikar.com

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Executive summary

Gramin Mahila Mahavidyalaya (here in after will be called college) shivsinghpura, Sikar is run and managed by Gramin Mahila Shikshan Sansthan Samiti, Sikar, which is a non government, non political and nonprofit making organization exclusively dedicated to women education and women empowerment. The college is located on Sikar-Loharu state highway near Sikar only 5 Km away from proposed the site of Shekhawati University and is well connected with all major cities by rail and road. It came into existence on June 06, 2003. The main aim of the college is to provide quality education to the weaker section of the society at the affordable cost. After getting no objection certificate from the Government of Rajasthan, the college has been granted permanent affiliation from the University of Rajasthan, Jaipur and has been registered under section 2(f) and 12(b) of University Grant Commission, New Delhi.

The college covers 18.5 acre area. The academic building of the college has well furnished classrooms, fully equipped laboratories, specious and well furnished administrative office and computerized library. There is a silver jubilee hall with the capacity of 2000 girls to sit in. The college organizes various cultural activities, seminars, extension lectures, debates, workshops and ceremonial functions in the hall. College is in a comfortable zone so far health service is concerned. The services of a permanent full time nurse and an ambulance are available in the primary health centre. The Samiti runs a well managed hostel exclusively meant for the college girls. Well designed quarters for Hostel-wardens and staff are available in the campus. A water harvesting tank has also been constructed to conserve rain water in the college campus.

It is worthy to mention here that the college and its hostel have their own Zen Set and overhead tank for water supply. Situated away from the hustle and bustle of the city the college has its own well developed grass lawns, botanical garden with wide variety of trees and plants essential for eco-friendly environment. Extended sports facilities with well measured courts compel the girls from all over Rajasthan to come to the college to quench their thirst for their development and knowledge. What attracts the girls the most is availability of qualified dedicated and disciplined faculty members in UG, PG and in professional courses run by the college.

MANAGEMENT COMMITTEE (2013-14)
Election date: 16th Oct., 2013

S.NO.	NAME	OCCUPATION	DESIGNATION
1.	Shri C.S. Arya	Educationist	President
2.	Smt. Sampat Batar	Educationist, Retd. R.E.S.	Vice-President
3.	Prof. H.R. Godara	Educationist, Retd. Lecturer Govt. P.G. College	Secretary
4.	Shri Surajmal	Agriculturist, contractor	Treasurer
5.	Shri M.L. Choudhary	Retd. Bank Manager	Asstt. Secretary
6.	Shri Laxman singh	Advocate	Member
7.	Shri Ratan singh	Educationist	Member
8.	Prof. Naurang lal	Educationist, Former Director of College Education, Govt. of Rajasthan	Member
9.	Prof. Shivnath singh	Educationist, Retd. Principal Govt. P.G. College	Member
10.	Prof. J.D. Saini	Educationist, Retd. Joint Director of Education Govt. of Rajasthan.	Member
11.	Prof. Gumana Ram	Educationist, Retd. Principal Govt. P.G. College	Member
12.	Shri Sundaram Verma	Agro Scientist	Member
13.	Dr. Bharti Choudhary	Medico	Member
14.	Dr. Sushila Dhaka	Lecturer, Govt. P.G. College	Member
15.	Dr. Jubeda Mirja	Lecturer, Govt. P.G. College	Member
16.	Shri. Kanti Prashad	Business & Social Service	Member
17.	Dr. D.S. Chouhan	Professor, University of Rajasthan	Member, University Nominee
18.	Shri Noparam verma	District Education Officer, Sikar	Member, Ex officio
19.	Dr. D.N. Sharma	Principal, Gramin Mahila P.G. College, Shivsinghpura Sikar	Member, Ex officio
20.	Shri B.S. Ruhela	Principal, GMSS Sr. Sec. School, Shivsinghpura	Member, Ex officio
21.	Dr.(Mrs.) Priya Mathur	Lecturer in Chemistry, GM P.G.College, Shivsinghpura	Member, Ex officio

List of Successive Principals:

The college has been serving the cause of education under the stewardship of the following Principals:

S.No.	Principal	Period
1.	Prof. H.R. Godara	28th June 2003 to 15th Jan.,2009
2.	Dr. G. Bhagchandani	15th Jan., 2009 to 31st May., 2011
3.	Dr. Priya Mathur	01st June, 2011 to 30th Sep., 2011
4.	Dr. D.N. Sharma	01st Oct., 2011 to continue

Profile of the College

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name :	Gramin Mahila Mahavidyalaya	
Address :	Village: SHIVSINGHPURA , P.O. - KUDALI, Via.- KATRATHAL, Dist. SIKAR	
City :	SIKAR	State : RAJASTHAN
Website :	www.gmsssikar.com	

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr.D.N. Sharma	O: 01572-248204 R:	9414399065	248204	dnsharma_10@rediffmail.com
Vice Principal	Dr.Priya Mathur	O: 01572-248204 R: 01572-250488	9460866992	248204	priyarm_68@rediffmail.com
Streering Committee Co-ordinator	Mr. Mahesh Sharma	O: 01572-248204 R: 01572-259530	9414664927	248204	msharmaskr@gmail.com-

3. Status of the Institution:
   Affiliated College   √
   Constituent College
   Any other (specify)

4. Type of Institution:
   a. By Gender
      i.   For Men
      ii.   For Women   √
      iii.   Co-education

b. By Shift

i. Regular   √

ii. Day

iii. Evening

5. It is a recognized minority institution?

Yes

No   √

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

-

6. Sources of funding funding:

Government

Grant-in aid

Self-financing   √

Any other

7. a. Date of establishment of the college: **06/06/2003**.

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

University of Rajasthan, Jaipur

c. Details of UGC recognition:

Under Section	Date, Month & Year	Remarks(If any)
i. 2 (f)	17/06/2011	
ii. 12 (B)	17/06/2011	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/ clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	N.A.	N.A.	N.A.	N.A.
ii.	N.A.	N.A.	N.A.	N.A.
iii.	N.A.	N.A.	N.A.	N.A.
iv.	N.A.	N.A.	N.A.	N.A.

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes		No	√

If yes, has the College applied for availing the autonomous status?

Yes		No	.

9. Is the college recognized?

a. by UGC as a College with Potential for Excellence (CPE)?

Yes		No	√

If yes, date of recognition: .... (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes		No	√

If yes, Name of the agency .... and
Date of recognition: .... (dd/mm/yyyy)

10. Location of the campus and area in sq. mts:

Location *	Rural
Campus area in sq. mts.	18.58 acres
Built up area in sq. mts.	10698 m²

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.
   - Auditorium/seminar complex with infrastructural facilities: Yes
   - Sports facilities
     - play ground
     - swimming pool
     - gymnasium

√
✓

   - Hostel
     - Boys' hostel

     i.   Number of hostels
     ii.   Number of inmates
     iii. Facilities (mention available facilities)

-
-
-

   - Girls' hostel

     i.   Number of hostels
     ii.   Number of inmates
     iii. Facilities (mention available facilities)

1
395

   - Working women's hostel

     i.   Number of inmates
     ii.   Facilities (mention available facilities)

N.A.

- Residential facilities for teaching and non-teaching staff (give numbers available — cadre wise)
- Cafeteria — Yes
- Health centre – Yes

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance- YES
Health centre staff –

Qualified Doctor	Full Time		Part Time	√
Qualified Nurse	Full Time	√	Part Time	

- Facilities like banking, post office, book shops   Partialy
- Transport facilities to cater to the needs of students and staff   Yes
- Animal house   No
- Biological waste disposal   Yes
- Generator or other facility for management/regulation of electricity and voltage   Yes
- Solid waste management facility   No
- Waste water management   No
- Water harvesting   Yes

12. Details of programmes offered by the college (Give data for current academic year)

S. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	B.A B.Sc. B.Com. B.C.A.	3 Years 3 Years 3 Years 3 Years	10+2 10+2 10+2 10+2	Hindi & English		951
	Post-Graduate	M.Sc. Bot. M.Sc. Zoo. M.Sc. Che. M.A. Geog.	2 Years 2 Years 2 Years 2 Years	B.Sc. B.Sc. B.Sc. B.Sc./B.A.	Hindi & English		146
	Integrated Programmes PG	-	-	-	-	-	-
	Ph.D.	-	-	-	-	-	-
	M.Phil.	-	-	-	--	-	-
	Ph.D	-	-	-	-	-	-
	Certificate courses	-	-	-	-	-	-
	UG Diploma	-	-	-	-	-	-
	PG Diploma	-	-	-	-	-	-
	Any Other (specify and provide details)	-	-	-	-	-	-

13. Does the college offer self-financed Programmes?

Yes	√	No	

If yes, how many?

09

14. New programmes introduced in the college during the last five years if any?

Yes	√	No		Number	02

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments	UG	PG	Research
Science	Botany	Yes	Yes	
	Zoology	Yes	Yes	
	Chemistry	Yes	Yes	
	Physics	Yes		
	Mathematics	Yes		
Arts	History	Yes		
	Political Science	Yes		
	Public Adm.	Yes		
	Sociology	Yes		
	Economics	Yes		
	Home Science	Yes		
	Hindi Literature	Yes		
	English Literature	Yes		
	Sanskrit	Yes		
	Geography	Yes	Yes	
	Physical Education	Yes		
Commerce	ABST	Yes		
	EAFM	Yes		
	B. Adm.	Yes		
Any Other (Specify)	B.C.A.	Yes		

16. **Number of Programmes offered under** (Programme means a degree course like BA, BSc, MA, M.Com.)

    a. annual system   √

    b. semester system

    c. trimester system

17. **Number of Programmes with**

    a. Choice Based Credit System   All

    b. Inter/Multidisciplinary Approach

    c. Any other (specifies and provides details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

| Yes | | No | √ |

If yes,

a. Year of Introduction of the programme(s)...... NA......... (dd/mm/yy)

and number of batches that completed the programme.

b. NCTE recognition details (if applicable):
Notification No.: ....NA..............
Date   : ....NA.............. (dd/mm/yy)
Validity   : ....NA..............

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

| Yes | | No | √ |

19. Does the college offer UG or PG programme in Physical Education?

| Yes | | No | √ |

If yes,

a. Year of Introduction of the programme(s).................... (dd/mm/yy)

and number of batches that completed the programme

b. NCTE recognition details (if applicable)
Notification No.: ....NA....................
Date: ....NA............... (dd/mm/yy)
Validity: ......NA............

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

| Yes | | No | √ |

20. Number of teaching and non-teaching positions in the Institution

Position	Teaching faculty						Non teaching Staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/University/State Government Recruited										
Yet to recruited										
Sanctioned by the Management/society or other authorized bodies Recruited					16	17	10			02
Yet to recruit										

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.					02	03	05
M. Phil.					01	02	03
PG NET/SET					01	02	03
Temporary teachers							
Ph.D.						01	01
M.Phil.					03	01	04
NET/SET					10	02	12
PG						06	06
Part-time teachers							
Ph.D.							
M. Phil.							
PG					02		

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

$$\boxed{17}$$

23. Furnish the number of the students admitted to the college during the last four academic years.

	Year 1 (2013)		Year 2 (2012)		Year 3 (2011)		Year 4 (2010)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC		68		50		43		39
ST		15		07		08		06
OBC		863		841		844		766
General		128		72		70		62
Other		03		04		03		05

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is	941	146	-	-	-
Students from other states of	10	-	-	-	-
NRI students	-	-	-		
Foreign students	-	-	-	-	-
Total	951	146			

25. Dropout rate in UG and PG (average of the last two batches)

UG	4.10	PG	1.40

26. Unit Cost of Education
(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component

$$\boxed{\text{Rs. 6833.55}}$$

(b) Excluding the salary component

$$\boxed{\text{Rs. 1270.15}}$$

27. Does the college offer any programmes in distance education mode (DEP)?

Yes		No	√

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes		No	√

b) Name of the University which has granted such registration.

-

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes		No	√

28. Provide Teacher-student ratio for each of the programme/course offered.

Name of Programme/course	Teacher Student Ratio
B.Sc.	1:34
B.A.	1:34
B.Com.	1:13
B.C.A.	1:5
M.Sc. Botany	1:13
M.Sc. Chemistry	1:15
M.Sc. Zoology	1:13
M.A. Geography	1:8

29. Is the college applying for

Accreditation:

Cycle 1	√	Cycle 2		Cycle 3		Cycle 4	

Re-Assessment: [ ]

(*Cycle 1refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation*)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: …N.A………….… (dd/mm/yy) Accreditation Outcome/Result………..

Cycle 2: …N.A………….. (dd/mm/yy) Accreditation Outcome/Result………..

Cycle 3: ……N.A……….. (dd/mm/yy) Accreditation Outcome/Result………..

* *Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.*

31. Number of working days during the last academic year.

[295]

32. Number of teaching days during the last academic year

(*Teaching days means days on which lectures were engaged excluding the examination days*)

[182]

33. Date of establishment of Internal Quality Assurance Cell (IQAC)
IQAC   03/06/2013 (dd/mm/yy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.
AQAR (i) ……………. (dd/mm/yy)
AQAR (ii) ……………. (dd/mm/yy)
AQAR (iii) ……………. (dd/mm/yy)
AQAR (iv) ……………. (dd/mm/yy)

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

Criterion I
Curricular Aspects

Criteria - wise Inputs

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision:

- To be a premier Institution that offers best quality teaching and imparting Higher Education to the Girls of this economically backward rural area of Sikar District.
- The College promotes the advancement of academics/ professional knowledge both in creation and dissemination, by not only producing successful graduates and Post-graduates but also continuously improving learning environment to its constituents, while maintaining high ethical, multicultural and global standards.
- To produce Girls who excel and become leaders in their chosen profession, contributing to community, the nation and the world.
- To bring about amelioration of the people of this backward area in Social and Educational aspects.
- To prepare individuals of the highest moral fiber.

Mission:

- To offer a wide range of choices for study at UG/PG Courses to the students coming from different socio-economic and geographical backgrounds.
- To provide quality education and spread the benefits of education to women by synchronizing tradition with modernity and blending professional and vocational education with traditional courses for women's development.
- To impart ethical values to the Girls for ensuing the harmonious functioning of society.

- To introduce innovative programmes that will significantly contribute to the prosperity of the region.

Objectives:

In order to fulfill its stated vision and mission the college is committed to:

- Providing a range of inclusive quality education, training and social care.
- To impart Higher Education to the students of this backward rural area of Sikar district.
- Assisting students to achieve their full potential through the concepts of learning as a continuing and perpetual process and by the promotion of an inclusive learning culture.
- Incorporating individual learning and training programmes formulated to the needs of the students who will lead to the nationwide recognized qualification
- Managing college resources effectively and efficiently to meet the needs of the students and staff.
- Creating excellent human resources through integration of multidimensional Personality Development Programmes in order to produce world class professionals.

Communication of Vision and Mission Statement to the Girls, teachers and Stakeholders:

- It is communicated to the students through college prospectus, college magazine "PRAYAS) and during the induction program.
- The college website shows the vision and mission statements.
- Communication of vision and mission statement during staff meetings and parent teacher meet.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

Development and deployment of action plans for effective implementation of the curriculum is given below:

- Recruitment of qualified staff through proper selection process.
- Preparation of Academic Calendar before the start of the session.
- Time Table preparation.
- Subject wise Lesson plans preparations and approval of the same for theory and practicals as per University norms.
- Laboratory practical work and its periodic updating monitoring of teaching and learning by HOD/ concerned senior staff.
- Organizing Guest lectures by experts.
- Industrial visits.

1.1.3   What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

The teachers receive the support from the University and Institution in the following ways for effectively translating the curriculum and improving their teaching practices.

1. The teachers are encouraged to participate in Orientation Courses and Refresher Courses organized by UGC Academic Staff Colleges of various Universities.

2. The University conducts the workshops, orientation classes and seminars whenever new curriculum in theory or practical is introduced. The teachers are deputed to participate in these programmes.

3. The University suggests the reference books for newly introduced syllabus. The Institution procures these books for the benefit of the teachers and students.

4. The Institution arranges the Guest Lectures on the newly included topics by inviting imminent subject experts.

5. Senior faculty members deliver demo lectures to junior faculty members for improving their teaching practices.

1.1.4   Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on

the Curriculum provided by the affiliating University or other statutory agency.

Institutional contribution for effective curriculum delivery:

- Providing infrastructural facilities – Books, Lab equipment, Chemicals, Instruments, Computers, Models and Charts.
- Preparation of Time-tables, teaching schedules and attendance registers.
- Recruitment of required teaching and non-teaching staff.
- Organizing the orientation programmes at the Institution level.
- Individual P.C's have been allotted to all P.G. departments. Internet access is also provided so that faculties can keep themselves updated in their respective subject.

1.1.5   How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

The college allows the outside organizations like District Industries Department, Health and Medical Department, Judiciary, Prominent Non-Governmental organization and other segments to make documentations and arrange seminars for awareness of students' community.

Many innovative ideas are acquired by our Faculty members during Board of Studies meetings in the University. Moreover, most of our faculty members visit outside for participation in the workshop and also for attending National and International seminars as well. It develops/inculcates ability for curriculum development/effective operationalisation of it.

The college network interacts with stakeholders from industry, research bodies and the university in effective operationalisation of the curriculum. The Managing Committee includes experts from the academics, and civil society who ensure effective implementation of the curriculum.

1.1.6   What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

- Staff members of the institution take initiative for development of curriculum.
- Discussions on curriculum during staff meetings.
- Feedback from subject teachers.
- Feedback of student's performance.
- Feedback from alumni and management.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating University) by it? If 'yes', give details on the process (Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

No, Being an affiliated college, the college does not develop its own curriculum.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

Analyzing and ensuring the stated objectives of curriculum are achieved through curriculum.

- By Feedback received from its stakeholders.
- By effective teaching learning process.
- By implementing relevant government educational strategies.
- By promoting education among economically backward classes.
- By voluntarily working for environmental awareness.

1.2   Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

The main goal of the college is to Enrich, Enlighten & Empower the women.

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

N.A.

1.2.3 Give details on the various institutional provisions with

reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- Range of Core / Elective options offered by the University and those opted by the college

At UG (Arts) level there are eleven subjects to offer for the girls. The girls seeking admission in B.A. Part-I have to offer three subjects. At UG (Science) level the subjects are Physics, Chemistry, Mathematics, Zoology and Botany. There are two combinations: one P.C.M. and other C.B.Z. and the students pursuing the B.Sc. degree course have to opt for one combination only. Four compulsory papers in B.A., B.Sc. and B.Com. Part-I Gen. Hindi, Gen. English, Elementary Computer and Environmental studies have to be cleared only once during three years of degree course. The PG Arts level, there are two subject English Literature and Geography. The students have to complete the PG courses during two years. At PG Science level three subjects of Chemistry, Botany and Zoology are available. The girls have to clear their PG course in the duration of two years. There is no provision of semester system.

- Choice Based Credit System and range of subject options

UG Arts:

There are five set of combinations of subjects at UG level. The girls are free to choose any three subjects out of these available sets.

Set I	: Hindi Lit. / Geography
Set II	: Sanskrit Lit. / English Lit. / Physical Education
Set III	: Economics / Home Science
Set IV	: Political Science/ Public Adm.
Set V	: History/ Sociology

UG Commerce:

There is only one set of combination for Commerce girls.

Combination: Accountancy and Business Statistics, Business Administration, Economic Administration and Financial Management.

UG Science:

At UG Science level, the student is free to have one out of the two combinations. There is no other provision for the Science girls.

Combination I : Chemistry, Botany, Zoology

Combination I : Physics, Chemistry, Mathematics

Professional Courses: B.C.A.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.
Yes, the college offers self-financed programmes both at UG and PG level.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.
Though the college does not provide additional skill oriented programmes yet it is providing communication and language skills through career guidance cell.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?
Not yet.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?
The College being affiliated to the University does not have the option of formulating its own curriculum. The College ensures that the University curriculum is followed in Toto. The College

academic calendar is prepared every session with the active involvement of the College Examination Committee and Heads of the Departments. The Principal ensures that the curriculum framed by the University is implemented in such a way that it reflects the mission and vision of the Institution. Regular feedback obtained from the stakeholders is monitored and evaluated by the IQAC.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

The College, being affiliated to the University, does not have the option of formulating its own curriculum. Nevertheless, a sincere effort is made to modify and enrich the curriculum to suit the intellectual requirements of students in the fast paced life through the involvement of faculty, department and other stakeholders.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

Being a girl's college gender issue is not applicable, climate change, environmental education is imparted, awareness regarding Human rights is generated & ICT skill is developed through computer education.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- moral and ethical values

  The Students are motivated by way of special lectures regarding moral & ethical values.

  - Yoga and meditation programmes are arranged.
  - Self-realization programs in collaboration with the Art of Living are organized.
  - Spiritual discourses are arranged.

- Community orientation programmes such as Blood Donation camps, Visits to old age homes etc are organized.

- employable and life skills

Life skills and employment related guidance is offered through demonstration by district employment officer. A career counseling cell has also been established to provide relevant information to the job seekers. The College arranges essay writing, recitation of poetry, cultural programmes, competitions, seminars, workshops etc.

- better career options

The college provides computer facility for all students to develop their skills of basic computer operating principles like MS office, Internet operations etc.

- community orientation

For servicing the community and the nation our college NSS volunteers participate in various social activities. Extension lectures are also organised for community orientation.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

Feedback from the stakeholders is receiving through oral responses and through response sheets. For the feedback responses from alumni and parents we arrange the special meetings. Feedback from the students is received though reports submitted by the students as prescribed in the curriculum and their relevance to the later are debated.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

Since education is a tool for empowerment the students hence feedback taken on various enrichment programmes in the form of interactions, discussions and suggestions are analyzed by external coordinators and a summative report of the same is submitted to the Principal. The Institution makes sure that the programmes offered in the curriculum include contribution to national development, fostering global competence among girls.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?
The college communicates suggestions & recommendations in designing and developing the curriculum to the University authorities.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?
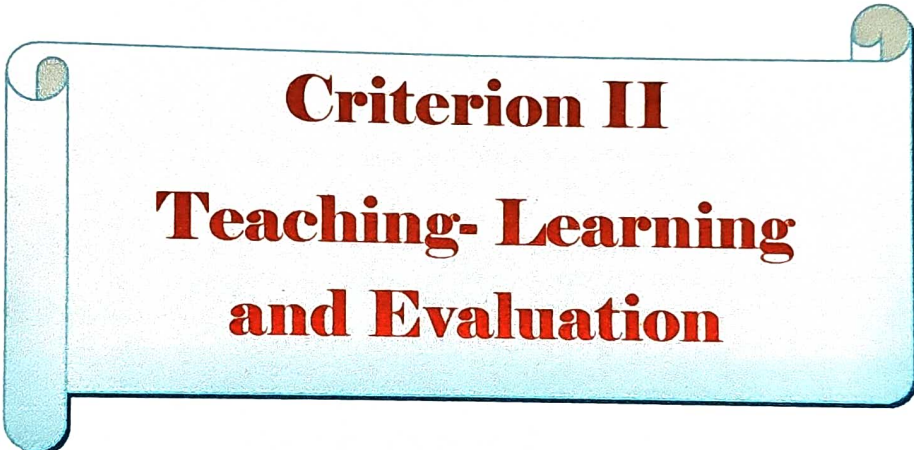No such formal mechanical exists at present. However, efforts are being made to have some sort of mechanism to obtain feedback from students and stakeholders on curriculum.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)
Any other relevant information regarding curricular aspects which the college would like to include.
No New programmes / courses were introduced by the institution during the last four years. But at present the institution is planning to start new programmes such B.Sc. Nursing, Military Science, animation & forestry & wild life etc.

Criterion II
Teaching- Learning and Evaluation

CRITERION II: TEACHING – LEARNING AND EVALUATION
2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

- Before the commencement of the new academic session the prospectus is made available to the students. All relevant information regarding the admission procedure, infrastructure, fee & scholarships, various activities of the college, achievements of the students in academic as well as sports and other activities is conveyed through the prospectus.
- The college has its own website from where students can gather information regarding the college. E-mail queries, if any, are responded to promptly.
- Advertisements in the local newspapers.
- During all important functions the Principal transmits the same information to the audience.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

- To ensure transparency in the Admission process, for all the courses, applications are invited in advance, a merit list is prepared.
- The Career Counseling Cell also helps of girls. Admission registers of all the classes are prepared where details, such as, the student's name, father's name, period-wise allotment of timetable, section, pass percentage, remarks as to student's preferences of period especially in the case of the village students, are entered.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

- Students for general courses like BA are selected on merit cum first-come first- served basis depending upon the number of seats available especially in Commerce and Computer courses.
- The Counseling Cell of the college guides the aspirants for professional courses to make their choice according to their aptitude and ability.

The table below shows the maximum and the minimum marks of students at entry level for every UG and PG programme, in comparison with the nearest well performing college.

S.No.	Programme	Our College		Other College	
		Minimum %	Maximum%		
1.	B.A. Part-I	41.20	84.00		
2.	B.Sc. Part-I-Biology	52.20	86.31		
3.	B.Sc. Part-I-Math's	52.00	84.60		
4.	B.Com. Part-I	44.40	67.80		
5.	B.C.A. Part-I	-	-		
6.	M.Sc. Botany	58.88	73.33		
7.	M.Sc. Zoology	58.00	74.81		
8.	M.Sc. Chemistry	59.25	80.07		
9.	M.A. Geography	47.16	68.83		

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes, there is an Admission Committee, a Career Counseling and Placement Cell to review the admission process and student profiles annually. Admission coordinators and supervisors are appointed to regulate the admission process. The outcome of such an effort results in bringing about transparency, streamlining and systematizing the admission process, following up of reservation policy strictly as per provision of the government and selection of meritorious and disciplined girls from the weaker sections.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

* **SC/ST/OBC:** All applicants of these categories are given priority in the admission as per government policy.

* **Women:** The college is exclusively for women.

* **Differently abled:** The number of physically handicapped girls is limited and so almost all such students are easily admitted.

* **Economically weaker sections:** Freeships and other concessions are available to them. Even candidates with low percentage are accepted, if seats are available.

* **Minority community:** There is a provision of Rajasthan Government Scholarship for them at the time of admission.

* **Any other:** NA

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

| Programmes | 2010-11 | | | 2011-12 | | | 2012-13 | | | 2013-14 | | |
	Number of applications	Number of Student Admitted	Demand Ratio	Number of applications	Number of Student Admitted	Demand Ratio	Number of applications	Number of Student Admitted	Demand Ratio	Number of applications	Number of Student Admitted	Demand Ratio
B.Sc.	111	106	1:1	114	110	1:1	237	230	1:1	209	201	1:1
B.A.	213	208	1:1	207	200	1:1	151	145	1:1	167	162	1:1
B.Com.	11	08	1:1.3	17	15	1:1.1	20	19	1:1	19	18	1:1
B.C.A.	17	15	1:1.1	11	11	1:1	06	05	1:1.2	Nil	Nil	Nil
M.Sc. Botany	22	15	1:1.4	27	20	1:1.3	24	20	1:1.1	26	20	1:1.2
M.Sc. Chemistry	31	25	1:1.2	33	29	1:1.1	37	30	1:1.2	33	28	1:1.1
M.A. Geography	21	20	1:1.1	11	09	1:1.2	19	17	1:1	14	12	1:1.1
M.Sc. Zoology	16	16	1:1	12	12	1:1	13	12	1:1	25	20	1:1.2

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently- abled students and ensure adherence to government policies in this regard?

The college makes best possible efforts to cater the needs of differently-abled girls. Polio affected girls are allotted their time-table in such a manner that their classes are held on the ground-floor. They are given priority in submitting their forms, issuing of books in the library and other such matters. Such girls are treated on humanitarian grounds. As per Govt. policy ramp facility has been provided to them.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

The institution assesses the girl's needs by providing knowledge and skills through career guidance cell & knowledge centre.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

Girls have free approach to the concerned teacher for any kind of academic help. Girls can also have the guidance of faculties in selecting the subject.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

The college along with NSS unit conducts various activities to promote environmental awareness among staff and students. Various programs on women empowerment are organized by the college such as "save girl child", women rights, legal awareness programme for women etc. Moreover the university curriculum includes 'Environmental studies' as a compulsory subject for all the girls of UG classes.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

Through the process of interview, counseling and group discussions the advanced learners will be identified. According to their interests and abilities they will be specially trained.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

Class wise results are computed, analyzed and use the data as information to check the risk of drop outs of all sections.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

- Teaching plans is framed according to academic calendar.

- Teacher-wise teaching plan is monitored at regular intervals.
- For learning process audio-visual aids are also used along with traditional teaching. Extension lecturers by subject experts are also arranged for exposure of teachers and taughts.
- Apart from evaluation of students performance in the university annual examinations, internal assessment is also conduct by concerned subject teachers.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

The IQAC conduct its meeting from time to time to discuss admissions & review the teaching work-load, results and infrastructure facilities to improve the teaching learning process.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The learning is made student centric by adopting innovative teaching methods. The faculty motivates the students to participate in classroom interaction. Discussion sessions are arranged after the completion of the topic. All the girls are encouraged to participate in classroom discussions. The advanced learners are encouraged by teachers for paper presentation. After presentation of paper question answer session is fixed to check the learning process.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

"PRAYAS" magazine is published every year by the institute which reflects the critical thinking, creativity and scientific aptitude among the girls.

2.3.5   What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The college has two computer labs along with internet facility to cater to the needs of the girls. Many faculties make use of new innovative methods for teaching. The teaching faculty in the institution use both non-projected and projected teaching aids to ensure the effective learning. The non projected aids like blackboard/chalk board/marker board are used.

Through the use of models, illustrations, samples and specimens the process of teaching – learning is made more interesting and effective. Audio tools coupled with computers and advanced software tools are used to train students in the areas of spoken English and communication skills. Some classrooms are e-class with all multimedia facilities.

The institution is equipped with, LCD projectors and the entire faculty has access to the internet. The institution has a collection of eBooks and multimedia content such as encyclopedias, video lecture series, animated demos and documentary movies to update the students with current knowledge. Teachers avail this modern facility for their class room teaching as and when they require.

2.3.6   How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

In order to expose the students and faculty to advanced level of knowledge and skills, the college takes up the following initiatives:

- Students are assigned with various creative tasks, such as report-writing, press release, video filming, recording, and questioning the resource persons during seminars & workshops.
- The college library subscribes various journals related to different Subjects. In addition to reference books, magazines latest CD/DVD and books/ e-books,

publications are added in library stock for knowledge up gradation.

- Newspapers and Internet are used on daily basis to keep track of the latest advancements in a particular field.
- Seminars on burning topics are organized from time to time in the college. Prominent scholars and people from corporate circles are invited to exhibit their pedantry for the benefit of the students.
- The institution conducts educational and industrial visits and study excursions to develop the interest of students in their respective subjects.
- The faculties regularly attend refresher courses and update their knowledge in their respective disciplines.
- The usage of internet facilities, research journals and daily newspapers help the students and faculty keep abreast of the recent developments.
- The faculty is encouraged to attend national and international seminars, workshops and symposia conducted at various universities and research institutes.
- Seminars and guest lectures by eminent scholars are organized to help both the students and faculties to keep pace with the recent developments in their subjects.

2.3.7 Detail (process and the number of students \ benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

S. No.	Date	Initiated by	Topic	No. of Students Benefitted
1.	20/10/2011	Dr. Alka bhatia	Domestic violence & women harassment	600
2.	04/11/2011	Mrs. Indra Choudhary	Consumer protection for household	700
3.	09/01/2012	Dr. Prathvi Singh	Chemical Kinetics	320
4.	19/01/2012	Dr. Deepak Sexena	Career guidance and personality development	800
5.	02/02/2012	Sh. M.L. Vidyarathi	Spiritual of Science	850
6.	18/09/2012	Prof. C.M. Kataria	Role of Hindi in National Movements	800
7.	10/12/2012	Dr. Ramesh Poonia Dr. Suman Choudhary	Human rights- Rights and challenges	850
8.	07/01/2013	Dr.B.L. Gorsi	Atomic and Molecular Term Symbol	350
9.	27/11/2013	Sh. Sitendra Soni	Changing paradism in Geography	250
10	04/12/2013	Dr. N.S. Rathore	Bio technology as a tool for advanced agriculture	400

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faulty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The following innovative teaching approaches/methods have been adopted by the faculty during the last four years:

- Illustrating through examples or experiments, particularly by science teachers.
- Teachers employ collaboration to assess student's abilities to work as a team, leadership skills, or presentation abilities by conducting group projects and discussions etc.
- Newer teaching methods, such as, LCD Projector, Slide Projector, OHP Projector, computer, and other modern devices are also used.

2.3.9   How are library resources used to augment the teaching-learning process?

The library caters the needs of readers as it contains required number of books on various subjects. The girls and faculties are motivated to read the books of the library simply because they have thrust to get advance knowledge. The faculties and students are attracted to the library because it provides vast opportunities to enhance and enrich their knowledge. The library contains more than 8000 titles on various subjects.

There is a separate library for the P.G. classes. The faculty informs the girls about the availability of books in the library. Every student is given two cards for borrowing books from the library. The book bank facility reduces the economic burden of underprivileged girls.

2.3.10   Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

The institution is completely free from political interference and no loss of working days by strikes and lock-outs hence we are able to stick to the schedule. The curriculum for every class is completed well within the time frame. All the faculties of the institution are aware of their responsibility. They somehow manage to complete the syllabus by taking extra classes. When a faculty is on leave, the proxy arrangement by other faculty also helps to complete the course in time.

2.3.11   How does the institute monitor and evaluate the quality of teaching learning?

Meetings of management, parents, student council, alumni and the staff are arranged from time to time in the college. Their response about the quality of teaching-learning is taken into consideration. Moreover, within the institution, the principal often arranges meetings with the departments. In these meetings, issues related to teaching –learning process are discussed. If there is any barrier in the process of teaching, the principal tries to overcome it by taking immediate action. Moreover, we have a students' council also, which consists of representatives from all class. If students have any query

regarding learning process, they can ask their representatives to overcome it. The representatives in their meetings with the staff and principal explain the problem and the institution takes necessary steps to improve the situation.

2.4   Teacher Quality

2.4.1   Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc./D.Litt.							
Ph.D.					02	03	05
M.Phil.						01	01
PG. NET/SET					02	02	04
Temporary Teachers							
Ph.D.							
M.Phil.							
PG. NET/SET					14	10	24
Part- Time Teachers							
Ph.D.							
M.Phil.							
PG					02		

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The college provides competent faculty as per the demands of respective courses. The college is already running the subjects which cover topics of Biotechnology, IT, Life Sciences and Bioinformatics. The college appoints temporary/adhoc staff in addition to the permanent staff to fulfill its requirements.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination of staff for development programmes

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	Nil
HRD programmes	Nil
Orientation programmes	Nil
Staff training conducted by the university	Nil
Staff training conducted by other	Nil
Summer / winter schools, workshops, etc.	01

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- Teaching learning methods/approaches
- Handling new curriculum
- Content/knowledge management
- Selection, development and use of enrichment materials
- Assessment
- Cross cutting issues
- Audio Visual Aids/multimedia

- OER's
- Teaching learning material development, selection and use

c) Percentage of faculty

* invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies.

* participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies

* presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The institution extends full support for the academic development of the faculty. Applications for research grants for major and minor projects are encouraged, recommended, and forwarded. The institution allows the necessary reference books, magazines and journals in the library for the research activities.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

None

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

Evaluation of teachers by the students

- There is a suggestion box where the students can drop their complaints, if any. The contents of the complaint are analysed on a monthly basis &

suitable measures are taken to redress the grievances.

- A Performa designed according to UGC & NAAC instructions is also used annually to get students' feedback on teachers.

Evaluation of teachers by the external Peers

- External peers in the form of visiting Professors and subject experts visit in the college during Workshops/Seminars/Conferences. Some of them interact with teachers and convey their opinion to the concerned authorities. This leads to an informal evaluation of teachers by the external peers

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- To ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes, the institution takes the following measures:
- The evaluation methods are communicated through the Prospectus, Notice Board, and through announcements in the class rooms.
- The progress of the students is monitored by the teachers through class tests, written assignments, oral tests, group discussions & interactive sessions.
- If attendance of a girl falls short the parents are intimated & the girl is advised to attend the class regularly.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

The university has introduced the system of internal assessment where the faculty evaluates the girl's performance throughout the session. The institution conducts 03 terminal tests and assignments in respective subjects in P.G. classes.

2.5.3   How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The institution ensures effective implementation of the evaluation reforms of the university and those initiated by the institution on its own through Academic Council & IQAC.

2.5.4   Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

Three terminal tests and assignments are conducted; record is maintained and communicated to the parents.

2.5.5   Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

For overall development of the girls they exposed to behavior, language and communication skills through career counseling and guidance cell.

2.5.6   What is the graduate attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

The students who are well behaved and proved their excellence in all dimensions are supported good by appreciations, scholarships and awards.

2.5.7   What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

For redressal of grievances regarding evaluation at college level, the student is convinced by her performance in the test and assignments by showing answer booklets. Regarding grievance at university level, the applications of the girls is forwarded to university with principal's comments.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

Students are advised to attend regular classes. The faculty members are expected to prove their academic excellence. Students performance and learning outcome is judged by

- Three terminal tests and assignment.
- University annual examination.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

Results		Year					
		2008	**2009**	**2010**	**2011**	**2012**	**2013**
Pass percentage	**UG**	95.77	96.42	96.23	95.04	93.18	95.91
	PG	88.52	82.67	100.00	94.02	90.24	87.19
Number of first classes	**UG**	304	355	373	343	318	434
	PG	04	19	30	25	46	45
Number of distinctions	**UG**	24	57	37	34	33	78
	PG						-
Ranks (Gold Medalist)	**UG**			01	01		-
	PG						-

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

Term-wise strategy is formed for completion of syllabus and for conducting terminal tests and assignments.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

The courses offered in the college were chosen according to need of the persisting social atmosphere of the area. Encouraging the students for study their subject seriously and systematically itself is the major initiative by our institute.

2.6.5　How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

The results declared after the completion of every session are the clear Indications of the progress in student learning. Besides this the institution has the feedback system where the grievances of the students will be taken care and the barriers of learning will be removed. The data and information's will be analysed and decisions will be taken accordingly to overcome the barriers of learning.

2.6.6　How does the institution monitor and ensure the achievement of learning outcomes?

Class wise results are computed, analysed and use these data as information to check the learning outcome.

2.6.7　Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

The performance record of the best learners and performers is kept as an indicator for the girl's community with special reference to the slow learners and poor performance.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

The management is planning to introduce the latest innovative teaching methods.

Criterion III
Research, Consultancy and Extension

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

Applied for

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Not yet constituted

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

Under consideration on priority.

- autonomy to the principal investigator
    N.A.
- timely availability or release of resources
    N.A.
- adequate infrastructure and human resources
    Available
- time-off, reduced teaching load, special leave etc. to teachers
    Will be provided according to eligibility
- support in terms of technology and information needs
    Available
- facilitate timely auditing and submission of utilization certificate to the funding authorities
    N.A.
- any other
    Nil

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

Organized a workshop on scientific aptitude dated on 13/02/2012 to 18/02/2012.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Faculty involvement for guiding student research is being encouraged.

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

The following workshops/ training programmes/sensitization programmes were conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.
A six day work shop from 13th Feb, 2012 to 18th Feb., 2013 conducted by Dr. P.C. Vyas ex. Chairmen RBSE, Ajmer on Scientific journalism.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.
None

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?
Researchers of eminence were invited to deliver the extention lecturers. They interacted with faculty members and guided them regarding research programmes.
Dr. P.C. Vyas Ex chairman R.B.S.C.
Dr. P. Singh Prof. Emeritus
Prof. J. D. Saini Ex Joint Director College Education
Dr. B.L. Gorsi Ex HOD Chemistry, S.K.College, Sikar
Prof N.S. Rathore Ex- director Seed Corporation, Rajasthan

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?
Nil

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

Symposia on Global Warming and outside geographical survey by P.G. student

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research?

Give details of major heads of expenditure, financial allocation and actual utilization.

Not till now, but under consideration on priority.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

Provision for seed money is being made from session 2013-14 and onwards.

3.2.3 What are the financial provisions made available to support student research projects by students?

Nil

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Under plan

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

Lab facilities are available for research work.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

Nil

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.
Nil

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?
Research facilities regarding lab, library, space and equipments are available within the campus.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?
Planning is being done for upgrading the needs of researchers in the new–emerging areas.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.
Nil

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?
Nil

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?
Research-literature cell is available in library.

3.3.6 What are the collaborative research facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.
Not available till now.

3.4   **Research Publications and Awards**

3.4.1   Highlight the major research achievements of the staff and students in terms of

* Patents obtained and filed (process and product)
  Nil

* Original research contributing to product improvement
  Nil

* Research studies or surveys benefiting the community or improving the services
  Nil

* Research inputs contributing to new initiatives and social development
  Nil

3.4.2   Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?
No

3.4.3   Give details of publications by the faculty and students:

* Publication per faculty :   02

* Number of papers published by faculty and students in peer reviewed journals (national 13/ international 05)

* Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

* Monographs

* Chapter in Books   : 01

* Books Edited   : 02

* Books with ISBN/ISSN numbers with details of publishers   : 02

> * Citation Index
> * SNIP
> * SJR
> * Impact factor
> * h-index

3.4.4 Provide details (if any) of

> * Research awards received by the faculty.
>   06

> * Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally
>   Nil

> * Incentives given to faculty for receiving state, national and international recognitions for research contributions.
>   Nil

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The concept of consultancy service is not popular in the institution; hence it does not have such systems and strategies

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The institution has limited scope for consultancy services. The people of the town seek consultation from the principal or the faculty provides consultancy service such as legal advices, calculating income tax, filling income tax return, translating and drafting English documents pertaining to administration, banking, commerce, court & equity markets etc.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institution is encouraging the staff to generate the concept of consultancy service more effectively.

3.5.4   List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.
Nil

3.5.5   What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?
No such policy has been formed so far because services are provided free of cost to the needy persons regarding the above-mentioned matters.

3.6   Extension Activities and Institutional Social Responsibility (ISR)

3.6.1   How does the institution promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?
The institution promotes social activities through NSS units. It organizes camps and participates in social work in collaboration with various NGOs. Apart from regular activities, it organizes cleanliness drive, village camps, traffic awareness camps, old-age house visits, superstition removal campaigns, eye check-up camps, domestic animal health awareness camps to promote institution neighborhood community network and student engagement in such activities. All these activities engage students in social work and develop a desired social concern among them thus making them responsible citizens.

3.6.2   What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?
The institution has three NSS units. Every year 300 girls are registered as volunteers of the units and the program officers guide and motivate them to participate in the programs of social awareness and upliftment of society. Such activities of the unit promote responsibility among them and make them responsible citizens. Moreover, one Ranger unit also promotes these social activities. The institution also organizes various programs to

involve all the alumni by inviting those who are actively working with NGOs or running an NGO to encourage the girls.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?
The college solicits stakeholder perception on the overall performance and quality of the institution through feedback mechanism.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.
With small budgetary provisions the institution is organizing various extension and outreach programmes like sports, culture and NSS.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?
College promotes participation of students and faculty in extension activities through NSS, ranger and NGOs.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?
N.S.S. unit often carries out literacy awareness programme for the children of slum areas. The main focus of this programme is for the underprivileged children who are unable to have any access to school education. Moreover, the Unit also carries out various social awareness activities through plays, reciting poems, arranging rallies by writing slogans on the walls of various buildings of different village areas. A conscious effort towards the health awareness of the poor people is also made by organizing free health check-up including blood group, sugar, Hb. eye- sight etc.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify

the values and skills inculcated.

The institution always tries to generate a social concern among its students by means of the above mentioned programmes. The students become aware about surrounding social and economic conditions. The extension activities give them an opportunity to express their concern and skill. These activities enhance their self-confidence and inculcate values and skills towards social responsibility which ultimately helps them to develop their personalities. The students learn how to express their sympathies towards the unprivileged during these programs.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The institution often invites prominent citizens, alumni and local NGO's to participate in its programs of community development. It also organizes some programs in the surrounding areas so that local people can take part in the social awareness programs of community.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The institution endeavors to have constructive relationship with various NGOs and other institutions of the locality for various out rich and extension activities.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

Gramin Mahila PG College and one out of three NSS programme officers have been awarded at state level for NSS activities and excellent work done by unit, three girls have been awarded Governor's Medal in Rangering. One ranger has qualified the written examination for President's award.

The college has been awarded "Best College for NSS Extension activities" by the Department of Higher Education, Govt. of Rajasthan in the year 2011.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The institute is trying its best to keep in touch with other setups of research.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.
Nil

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.
Required academic infra structure facilities are available for academic up gradation.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.
Nil

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

(a) Curriculum development

Curriculum development is the jurisdiction of the university.

(b) Internship

Some girls got selected by companies and NGOs.

(c) On-the-job training

Girls selected by companies are trained by them.

(d) Faculty exchange and development

NIL

(e) Research

Nil

(f) Consultancy

Consultancy work related with career development and jobs are monitored by carrier development and guidance cell.

(g) Extension

Extension activities help the institution by interacting with the prominent citizens in getting first hand experiences and information's thus this helps in framing the areas of extension activities for future prospects.

(h) Publication

"PRAYAS" is published by the institution every year.

(i) Student Placement

The girls at UG and PG levels are well informed about jobs available to them. State and national level newspapers also provide relevant informations according to their requirements.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

The institution is seriously thinking about these initiatives.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

The institution is planning for more effective linkage and collaborations.

Criterion IV
Infrastructure and
Learning Resources

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

(a) Academic activities?

As regards the academic activities, all infrastructure facilities are available. There are sufficient class rooms both for UG and PG classes. We have well-equipped, furnished and quite rich undergraduate and postgraduate libraries. The libraries consist of texts, reference, fiction books along with encyclopedias and other essential literature. We subscribe for journals, magazines and newspapers. Spacious, well furnished reading halls are available in the library. Library is computerized with internet facility. Laboratories have all the necessary equipments, chemicals and animals.

(b) Co-curricular activities?

The relevant and sufficient facilities are available in the college for co-curricular activities viz. debate-competition, literary activities, and essay writing etc. for enhancing academic horizon of the students. The science exhibition is also organized in the college campus during the session.

4.1.2 Detail the facilities available for
   a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

   Classrooms, tutorial space, laboratories and equipments for teaching, learning & research along with a big Siler Jubilee Hall for seminars with world class facilities which has the capacity of 2000 participants to sit in. There is a unique Botanical garden having large variety of plant species and herbs.

b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

There are three NSS units and one Ranger unit in the College. Football, Volleyball, Badminton, Table tennis, Basketball, Cricket, kho-kho play ground facilities are available along with all athletic equipments.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

Session	Budget (INR)
2009-10	2220122.00
2010-11	1295576.00
2011-12	166282.00
2012-13	267422.00
2013-14	80000.00

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities? Normal infrastructure facilities are available viz. ramp etc

4.1.5 Give details on the residential facility and various provisions available within them:

- Hostel Facility – Accommodation available

  There is one hostel with107 rooms which can accommodate 393 girls. This hostel is well equipped, well furnished and well protected with uninterrupted power and water supply.

- Recreational facilities, gymnasium, yoga center, etc.

  THE RECREATIONAL FACILITIES:

Cultural activities of annual function are conducted in Silver Jubilee Hall and literacy and cultural week activities are conducted in open air plate form of the college.

- Computer facility including access to internet in hostel

  No

- Facilities for medical emergencies
  The institution runs its own dispensary for medical facilities. Serious cases are referred to city govt. hospital.
- Library facility in the hostels
  Yes
- Internet and Wi-Fi facility

  Only internet facility is available.

Recreational facility-common room with audio-visual equipments

  Yes
- Available residential facility for the staff and occupancy
  Yes
- Constant supply of safe drinking water
  Yes
- Security
  Yes

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?
FIRST-Aid box is always available in the staff-room for first-Aid treatment for girls and staff members by member of Health Care Committee. For emergency cases an Ambulance and 24 hour nursing facility is provided.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

IQAC:

The formal meetings of IQAC take place in the office of the IQAC coordinator.

Grievances Redressal Cell:

A suggestion box has been placed near the Principal's office. The girls are asked to put their suggestions and grievances into the Suggestion Box. This box is opened periodically by the members of the Grievance Redressal Committee of the college. After discussion with the principal, the necessary action is taken.

Women's Cell:

The institute is exclusively for women hence there is no need for separate women cell.

Career Counseling & Guidance Cell:

There is a separate room for Career counseling and Guidance and Placement cell along with knowledge centre. A special notice board is also allotted to the cell for displaying all the relevant news and notices for the girls.

Health Centre:

The college has a Primary Health Centre equipped with necessary instruments and First Aid kit with ambulance facility.

Canteen:

The college has recently started a refreshment stall for the staff and students of the college where light snacks and refreshments are available.

Recreational Space for Staff:

A Common staff room and a separate recreational room are available

Drinking Water:

Two new water coolers/RO systems have been installed for providing pure and safe drinking water for students and staff.

Auditorium:

There is no auditorium in the college. The Silver jubilee hall having the seating capacity of 2000 students is used for the purposes of auditorium

4.2   Library as Learning Resources

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, the college has an advisory committee for the library.

1. All the HODs are member.
2. Librarian is member secretary and senior most HOD are convener.

Functions of the advisory Committee

1. To help the library staff in updating and arranging all books systematically.
2. To make girls aware of how to locate books by using the catalogues.
3. To guide the library staff to keep books and the library neat and clean.
4. To select new books and magazines for display.
5. To purchase useful reference books and textbooks recommended by HODs.
6. To maintain a record of all books properly.

4.2.2 Provide details of the following:

* Total area of the library (in Sq. Mts.)

2259 sq feet

* Total seating capacity

Total seating capacity for users is 200

* Working hours (on working days, on holidays, before examination days, during examination days, during vacation)

a) On working days

| 10.00AM -05.00PM |

(b) On holidays

| None |

(c) On Examination days

| 10.00AM -05.00PM |

* Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

Not yet provided.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

The institution has a transparent method for purchasing books for the library. Out of the total grant received by the college, specific amount is allotted to all the departments in proportion to the number of students in the department. The Principal holds a meeting of all the HODs and discusses their requirements regarding the books and journals related to their subjects.. The faculties of the college often place order with prior permission of the principal to the concerned publishers and other e-stores to procure the specific books that are not readily available in the market

Library Holdoings	2009-10		2010-11		2011-12		2012-13	
	Numbers	Total Cost INR	Numbers	Total Cost INR	Numbers	Total Cost INR	Numbers	Total Cost INR
Text Books	639	110858	2046	279659	16	3328	400	53114
Reference Books	-	-	01	795	1	500	97	68600
Journals/ Periodicals	08	1454	11	6180	20	30564	20	31364
E resources	-	-	-	-	01	-	01	-
Any Other	08	4746	07	3132	07	4979	10	6080

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

* OPAC.

* Electronic Resource Management package for e-journals.

Nil

* Federated searching tools to search articles in multiple databases.

Nil

* Library Website.

The institution has its own website.

* In-house/remote access to e-publications.

Nil

* Library automation.

Under process

* Total number of computers for public access.

Two

* Total numbers of printers for public access.

One

* Internet band width/ speed.

2 Mbps

* Institutional Repository.

More than 7000 books.

* Content management system for e-learning.

Nil

* Participation in Resource sharing networks/consortia (like Inflibnet)

Nil

4.2.5 Provide details on the following items:

* Average number of walk-ins.

300

* Average number of books issued/returned.

100 books per student

* Ratio of library books to students enrolled.

1:6.77

* Average number of books added during last three years.

2500 books

* Average number of login to opac (OPAC)

Not yet provided

* Average number of login to e-resources.

20

* Average number of e-resources downloaded/printed.

10

* Number of information literacy trainings organized.

Nil

* Details of "weeding out" of books and other materials
  Nil

4.2.6 Give details of the specialized services provided by the library
  * Manuscripts
    Nil

  * Reference
    Yes

  * Reprography
    Provided

  * ILL (Inter Library Loan Service)
    Nil

  * Information deployment and notification (Information
    Deployment and Notification)
    Available in college library

  * Download
    Nil

  * Printing
    Nil

  * Reading list/ Bibliography compilation
    Yes

  * In-house/remote access to e-resources
    Yes

  * User Orientation and awareness
    Advisory committee and Library generate user awareness

  * Assistance in searching Databases

  * INFLIBNET/IUC facilities
    Nil

4.2.7 Enumerate on the support provided by the Library staff to the
  students and teachers of the college.
    The library staff is always ready to help the students and
    teachers in providing library facilities. They keep the library

noise free so that students can read and write peacefully in the library. Newly purchased books are also displayed in the library so that students and teachers can easily come to know about latest publications in the subjects of their interest. The students are also helped by the library staff to access the book of their need.

4.2.8   What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

Till today only one physically challenged student has taken admission. Keeping in view the admissions of such category the institution has planned to construct library building on the ground floor. For this purpose budget has been allocated.

4.2.9   Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

We have a suggestion box in the library, where users can give their feed back or suggestions. The library advisory committee opens the box periodically and analyzes the feedback. Accordingly strategies are made for improving the library services.

4.3   IT Infrastructure

4.3.1.   Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with Configuration (provide actual number with exact configuration of each available system)

  50 computers are available in college which is used in computer lab, BCA lab, office, library and laboratories of P.G. Departments. Record is maintained in office.

- Computer-student ratio

  1:20

- Stand alone facility

- LAN facility

Under process

- Wifi facility
  Under Process

- Licensed software
  Partially available

- Number of nodes/ computers with Internet facility
  Three broadband connections of 2 mbps speed each.

- Any other
  Nil

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?
Internet service is available in the college for faculty. All the computers are with the facility of Internet. The Principal office, the Administrative office, NAAC room and the departments have the facility of internet. The ratio of computer and the students is approximately 1: 20. Each department of the college is equipped with computer with internet facility having three broadband connection of 2 Mbps speed each.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?
Three broadband connections are available.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Session	Budget allotted for computer (INR)
2009-10	11917.00
2010-11	Nil
2011-12	5458.00
2012-13	4560.00

How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

Computers are available for specific use in all departments. The facilities liberally take help of the ICT resources to enrich their prescribed curriculum with the help of internet. The college has adequate computer facility for its faculties. Multimedia projectors, OHPs are available for the faculty use. Four classes are equipped with projectors and other multimedia facilities along with Audio visual aids. Internet facility and Library is open for faculty members for learning materials.

4.3.6   Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

The institution keeps student at the center of teaching – learning process. When chalk and talk method is used, the center of the talk is the student. Now the time has changed, the institution also tries to keep up itself with the modern era by adding more and more ICT facilities for the teaching –learning process. The use of these new devices and gadgets play a vital role in imparting quality based education. The institution also encourages the staff to undergo training on the computer aided teaching. Moreover, the department of higher education, Rajasthan Government has also initiated e-learning classes for all the colleges of higher education in Rajasthan. These online classes are also availed by the institution for its students. This institution facilitates the students in the college to get benefit of this online learning class. Well equipped multimedia classes, LCD, projector, Laptops and other technological devices are available to the faculty for computer aided teaching.

4.3.7   Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

YES, at present the college has avail connectivity of the National Knowledge Network.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

a. Building

Newly constructed building.

b. Furniture

Having new furniture and equipments hence no financial resources are required for maintenance.

c. Equipments

Budget allotted for extension and maintenance of Labs and computers.

d. Computer

Budget allotted for extension and maintenance of computers.

e. Vehicles

Four year's maintenance figures are to be given.

f. Any other

Nil

Session	Budget For (INR)				
	Vehicle	Laboratory		Computer	Furniture
		Permanent	Consumable		
2009-10	149894.00	176268.00	83537.00	11917.00	60795.00
2010-11	22808.00	41791.00	51133.00	–	258938.00
2011-12	247129.00	84347.00	141324.00	5458.00	–
2012-13	233481.00	66140.00	3384.00	4560.00	1200.00

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

Maintenance and upkeep of the infrastructure are monitored by a sub-committee authorized by the management.

4.4.3   How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

The institution takes up calibration and other precision measures for the equipment/instruments at 50 mega hertz ± %.

4.4.4   What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

The major steps taken for location, upkeep and maintenance of sensitive equipment are given below:

- There is deployment of an electrician for location, upkeep and maintenance of sensitive equipment.
- There is installation of voltage stabilizers and transformers for equipment to control voltage fluctuations.
- Equipments are placed at proper & safe places.
- The college has its own power substation with line of 11,000 volts.
- There is an overhead water tank with submersible water pump for constant supply of water

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

Rest rooms
There are separate rest rooms for the girls, male and female faculty members in the institution.

Vehicle parking
The institution has a well planned covered parking area near the entrance of the institution.

Guest house
Under plan

Telephone

There is an STD PCO inside the college for the convenience of the students. Even the phone at the receptionend is available to the students in case of emergencies.

Transport

The college has two 30 seater buses and one 52-seater bus. These buses are used to transport the students for various activities.

Public Address System

Provision has been made in the hostel.

Criterion V
Student Support and Progression

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the institution publishes its Prospectus in every academic session. The following information is provided to students through these documents:

PROSPECTUS

The prospectus imparts information regarding the vision, mission, facilities, facilitators, policies and programmes of the institution. It is a comprehensive document that covers the course content, salient features, subject combinations, specialization and scope of each of the courses/disciplines. A step by step guidance for all eligibility conditions, rules and regulations. It also exposes the students to the development activities and support services available in the college. The fee and fund structure, guidelines for scholarships, stipends and fee concessions are given in detail. The prospectus also provides information regarding the amenities of the hostel along with the rules for the boarders. The institution ensures its commitment and accountability through these documents.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The scholarships and freeships are given to the students as mentioned below

1. Concessions in the tuition fees are given to the orphan, poor and needy girls.
2. Institution awards the **Shikshan Protsahan Rashee** (2000 INR) to the girls who secure I rank in the class in university examination.

3. Institution awards the **Shikshan Protsahan Rashee** (1000 INR) to the Arts and Commerce girls, who secure 75% or above marks in university examination.
4. The Institution awards the **Shikshan Protsahan Rashee** (1000 INR) to the Science girls, who secure 80% or above marks in university examination.
5. Institution gives the **Shikshan Protsahan Rashee** (1500 INR) to the girls belonging to SC/ST categories.
6. Institution awards the **Shikshan Protsahan Rashee** (1500 INR) to the girls who participate in State level Games and (2000 INR) to girls who participate in National level Games
7. Institution awards the **Shikshan Protsahan Rashee** (1000 INR) to the orphan girls.
8. Institution also gives financial support to extraordinary girls such as Gold medalist.
9. Institution awards concession in Tuition fee to those girls Who are belonging to BPL families, whose parents are expired, "Shaheed's" daughters and employees' daughters.

1. Financial support for students:

Scholarship By Government	Number of students benefitted	Amount (INR)
2009-10	25	84893.00
2010-11	18	34850.00
2011-12	24	54000.00
2012-13	129	417900.00

Scholarship By Institution	Number of students benefitted	Amount (INR)
2009-10	144	170000.00
2010-11	172	193000.00
2011-12	129	156000.00
2012-13	139	198500.00

Any other Financial Support (Tuition Fees Exempted)	Number of students benefitted	Amount (INR)
2009-10	Nil	Nil
2010-11	16	58500.00
2011-12	15	57500.00
2012-13	18	88500.00

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

The following table shows the percentage of benefitted students for last four sessions.

Session	Total students	Benefitted Students	Students Benefitted
2009-10	869	169	19.44 %
2010-11	972	206	21.19%
2011-12	974	168	17.24%
2012-13	1071	286	26.70%

5.1.4 What are the specific support services/facilities available for

- Students from SC/ST, OBC and economically weaker sections
- Scholarship is given.
- Reservation in admission.
- Remedial coaching is provided.
- economically weaker sections are given financial support.

- Students with physical disabilities
- Classes of students with physical disabilities are
- Confined to the ground floor
- The institution has two specially built ramps for the students with physical disabilities.
  An elevator is also in the pipeline to meet the needs of the students with physical disabilities

- Overseas students
- A provision of special kitchen and special meals for the overseas students has been made.
- Courses are taught in the English medium.

- Students to participate in various competitions/National and International
- Special coaching classes are taken and guidance is given.
  Career guidance is provided.

- Competitive books & magazines facility is provided.
- Internet facility is provided

- Medical assistance to students: health centre, health insurance etc.
- The college's dispensary caters the health problems of the students & provides them with medical aid.
- A 24 hour Ambulance Service is also available.
- Service of a qualified doctor is provided on call.

- Organizing coaching classes for competitive exams
- Special coaching classes are arranged and guidance is given.

- Skill development (spoken English, computer literacy, etc.,)
- Spoken English classes are arranged
- Communication skills are developed by interactions.
- Computer literacy is imparted to U.G. students of part-I.

- Support for "slow learners"
- Peer learning-Meritorious students are asked to help the slow learners.
- Remedial classes are organised for such slow learners.
- Their daily homework is checked to monitor their progress.
- They are guided to take coaching from experts in the field.
- Special tests are conducted for them.

- Exposures of students to other institution of higher learning/ corporate/business house etc.
- Industrial visits are arranged for trade fair along with news-paper houses, T.V. channel houses and business houses for exposure of students.

- Discussions with managers of various financial Institutions (viz. Banks, LIC etc.) and corporations are arranged to inspire students.

- Publication of student magazines
- The "PRAYAS" magazine is published annually.
- To provide platform for students to realize their creative potential and to tone up their writing skills.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

For entrepreneurial skill innovative information is provided by " Jila Udyog Kendra" authorities.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

* Additional academic support, flexibility in examinations

  This support is provided through extension lectures and

  Seminars etc.

* Special dietary requirements, sports uniform and materials
  These requirements are fulfilled.

* Any other
  Nil

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Yes, support & guidance are provided to the students in preparing for competitive exams and no. of students qualified in various competitive exams is as follow:

Exam	No. of Selected Students
NET	10
SLET	03
GMAT	04
Civil Services	03
Defense services	09
Other services	51

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

Academic:

All the teachers of the college help and guide students in their academic as well as personal matters. At the time of admission, they are helped by the faculty present in choosing the right and appropriate subject. They are informed about the scope and nature of various subjects. They are given right kind of counseling for examination, pattern, both internal and external in and out the classroom.

Career Counseling:

The college has formed a career counseling committee for students. They inform students about better career opportunities. Related advertisements are displayed on the notice board. Moreover, they also arrange lecturers of expert teachers and seminars for counseling students.

Personal and psycho-social Counseling:

The students, during the course of their studies in the college come across various issues. The college has a women's cell, students counsel, health and hygiene cell etc.
These cells guide students in many personal, social and psychological matters. Moreover, the programmes by these cells also focused on their psychological and social issues.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different

employers (list the employers and the programmes).

1. We have a career guidance and counseling cell to help the students for employment. The cell guides them in seeking self-employment as well as public employment.

2. Various types of employment advertisements are displayed on the notice board in the college.

3. Professional experts from various fields are invited to guide the students.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes, there is a grievance redressal cell in the institution. The functions of the cell are as under:

1 To collect suggestions and complaints from the suggestion box time to time.

2 To sort out the suggestions and grievances.

3 To consider the suggestions sympathetically and try to solve them in amicable manner.

4 To inform the concerned faculties or the principal about the students' grievances and ask to improve the shortcomings if there is any.

5 To create positive and healthy academic atmosphere in the college campus.

Moreover, a suggestion box is also kept outside the Principal's office. The box is opened periodically by the members of grievances redressal cell. The cell discusses the grievances with the principal. The principal takes action depending on the gravity of the grievance. There is a Student Council in the college which collects and communicates grievances to the Principal. Students can also hand over their grievances to the HODs or the Principal. Staff can also approach the principal and the management with their grievances. Grievances are mostly regarding infrastructure. Some major grievances of the students during last four years are:

- The facility of pure drinking water is available. On the suggestions of the students, the institute made provision for cool purified water for the students.

5.1.11   What are the institutional provisions for resolving issues pertaining to sexual harassment?

Yes, there is a Mahila Prakosth in the institution. This examines such type of matters if any (till now no such matter has been reported). With the help of head of the institution the teachers solve the problems. Constant vigilance is kept by the college authorities to prevent sexual harassment of the student and the staffs.

5.1.12   Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

As per the regulation act 2009 on curbing the menace of ragging in higher Educational Institution, the college has constituted an anti-ragging committee under the chairmanship of the principal. However no case of ragging has been reported in our college so far.

5.1.13   Enumerate the welfare schemes made available to students by the institution.

The girls who have performed well in their academics and extra-curricular activities such as games, debates etc. they get fee concession.

1. Concessions in the tuition fees are given to the orphan, poor and needy girls.

2. Institution gives the **Shikshan Protsahan Rashee** (2000 INR) to the girls who secure I rank in the class in university examination.

3. Institution gives the **Shikshan Protsahan Rashee** (1000 INR) to the Arts and Commerce girls, who secure 75% or above marks in university examination.

4. The Institution gives the **Shikshan Protsahan Rashee** (1000 INR) to the Science girls, who secure 80% or above marks in university examination.

5. Institution gives the **Shikshan Protsahan Rashee** (1500 INR) to the girls belonging to SC/ST categories.

6. Institution gives the **Shikshan Protsahan Rashee** (1500 INR) to the girls who participate in State level Games and (2000 INR) to girls who participate in National level Games

7. Institution gives the **Shikshan Protsahan Rashee** (1000 INR) to the orphan girls.

8. Institution awards special financial support to Gold medalists.

9. Institution gives concession in Tuition fee to girls those belonging to BPL family, whose parents are expired, "Shaheed's" daughters and employees' daughters.

10. The institution has been providing book bank facilities. The students need not spend money to buy textbooks from the market. The economic burden of their parents is lessened by this welfare facility.

11. Those who have secured first class in last University exam are provided books free of charges from the library.

12. The institution offers medals and other prizes to meritorious students who have achieved notable results.

13. Outstanding sports students and achievers of other activities are also awarded medals, prizes and kits for achieving good rank in such activities

5.1.14 **Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?**

Yes, there is an alumni association whose activities are as follows:

1. The association co-ordinates and co-operates with the college authorities to interact with the students of the college.

2. It organized a programme on "how to prepare for the final exams" this year, which was conducted by the members of the Alumni Association.

3. The association generates funds for various natural calamities such as earthquake, floods, Tsunami etc.

4. The association often organizes a welcome and introductory programme for newly admitted U.G. and P.G. students.

5.2   Student Progression

5.2.1   Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student Progression	2010-11	2011-12	2012-13	2013-14
UG to PG	34.52	27.14	27.84	44.30
PG to M.Phil.				
PG. to Ph.D				

5.2.2   Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

The following is a statement of the pass percentage of the college in comparison with the colleges of the affiliating universities within the city/district.

Programme: B.A.

S.No.	Class	Pass percentage				Remarks
		2010	2011	2012	2013	
1.	B.A. Pt-I	97.24	95.96	86.02	96.42	
2.	B.A. Pt-II	100.00	98.08	99.58	93.83	
3.	B.A.Pt-III	97.56	97.07	98.64	98.00	

Programme: B.Sc.

S.No.	Class	Pass percentage				Remarks
		2010	2011	2012	2013	
1.	B.Sc. Pt-I	82.85	87.63	90.29	93.83	
2.	B.Sc. Pt-II	98.73	94.44	96.23	95.28	
3.	B.Sc. Pt-III	97.82	96.00	83.14	97.40	

Programme: B.Com.

S. No.	Class	Pass percentage				Remarks
		2010	2011	2012	2013	
1.	B.Com. Pt-I	-	87.50	91.66	83.33	
2.	B.Com. Pt-II	-	-	100	87.50	
3.	B.Com. Pt-III	-	-	-	100.00	

Programme: B.C.A.

S. No.	Class	Pass percentage				Remarks
		2010	2011	2012	2013	
1.	B.C.A. Pt-I	100	92.85	100	100	
2.	B.C.A. Pt-II	100	100	100	100	
3.	B.C.A. Pt-III	-	87.5	100	88.23	

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment? The college, through the Career Counseling Cell, informs the students about the available options for higher studies. The college has linkages with several institutions of higher education inside and outside the state to facilitate admissions of students of this college in the programmes offered there.

Although the college does have a placement cell, it organizes training programmes to appear in competitive examinations and Interviews for jobs. Moreover, several skills based programmes are being run which have helped students to gain entrepreneurial skills and self-employment.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The college is aware of the issues of high dropout rate. To prevent this, special remedial classes and tutorials are arranged for students who are at risk of failure and dropout. To stop incidents of dropout due to financial constraints, the college provides assistance from the Students' Aid Fund. The Teachers Association of the college also plays a significant role in providing extra teaching assistance to brilliant and needy students.

5.3   Student Participation and Activities

5.3.1   List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

A Sports and Games

The college has excellent facilities for various sports and games like Volleyball, Badminton, Basket ball, Kabaddi, Kho-Kho etc and for athletics. Regular coaching is given for these events in the campus. Besides the regular events at the college level, the College provides the venue for University of Rajasthan inter colligates cross country Championships-2013.

Participation and Achievement Data

The college is always proud of the excellent performance of its girls in sports and games. We have quite a good number of international players in various items. Given below is the list of players in the past four years.

Table showing the number of National, State and Inter University Players

2011-12:

Games	Institution level	Inter-collegiate	Inter-University	Inter-state	National
Kabaddi	07	08			
Kho-Kho	09	12	02		
Volleyball	06	07			
Handball					
Table-tennis					
Badminton	10				
Athletics	17	06			

2012-13:

Games	Institution level	Inter-collegiate	Inter-University	Inter-state	National
Kabaddi	07			02	
Kho-Kho	09	12	02	05	
Volleyball	06			03	
Handball		10	01	05	02
Table-tennis		05		02	
Badminton	12				
Athletics	57			03	

2013-14:

Games	Institution level	Inter-collegiate	Inter-University	Inter-state	National
Kabaddi					
Kho-Kho		12	01		
Volleyball		07			
Handball		09	02		
Table-tennis		04			
Badminton					
Athletics					
Cross country		02			

Events

Girls have participated in various events at college; inter collegiate, state and national levels. A large number of students have been selected to the university, state and national teams through selection trials and they have won many contests.

Art and Culture

Girls of our college participate in extracurricular activities at various levels such as college, intercollegiate, and state levels. Students have won prizes in many activities in which they participated. They have participated in cultural events like group dance, theme dance etc.

Other Extra Curricular Activities

Apart from the above - said sports and cultural activities, the institution also encourages the girls to participate in extracurricular activities. It is worthwhile to mention that the students who participated in such programmes have benefited in more ways than one.

Participation Data

Students of our college have participated in extra-curricular activities at various levels - college, intercollegiate,state, national levels. Students have bagged prizes in various activities like quiz, speech etc.

Students Participation in Extra-Curricular Activities

S.No.	Details of Events with place	Date(s)	Prize
1.	99th National Science at Orrisa	3rd to 7th Jan. 2012	**2nd**

Yearly Campus Programme Calendar

In addition to the above mentioned activities, it is the usual practice of the institution to conduct events like Freshers delight. Teachers Day, Annual function, Sports week, and Cultural programme to encourage the cultural talents of the girls. The following table shows the yearly campus programme calendar for the last four years.

Yearly Campus Programme Calendar

Particulars	2009-10	2010-11	2011-12	2012-13
Freshers delight	25/07/2009	17/07/2010	21/07/2011	18/07/2012
Sports week	19/12/2009 to 24/12/2009	20/12/2010 to 24/12/2010	20/12/2011 to 24/12/2011	19/12/2012 to 24/12/2012
Cultural programme	19/12/2009 to 24/12/2009	20/12/2010 to 24/12/2010	20/12/2011 to 24/12/2011	19/12/2012 to 24/12/2012
Annual Function	28/12/2009 to 29/12/2009	27/01/2011 to 28/01/2011	27/01/2012 to 28/01/2012	26/01/2013 to 27/01/2013
Farewell Programme	13/02/2010	10/02/2011	12/02/2012	23/02/2013

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

The institution has the following major student achievements in co-curricular extra-curricular and cultural activities at different levels: University / State / Zonal / National International, etc. for the previous four years:

Major Student Achievements (2009-10)

At Inter-college Level
- Monita Sharma (Debate)
- Gurupooja Verma (Debate)

Major Student Achievements (2010-11)

At Inter-college Level
- Manju Jakhal (Poetry)
- Jyoti Arya (Poetry)
- Ramrati godra (Essay Writing)
- Savita (Solo Song)
- Priyanka Talania(Poetry)
- Sunita Poonia (Solo Dance)

Major Student Achievements (2011-12)

At National Level
- Priyanka Pareek (Essay Writing)

At Inter-college Level
- Sweta Ruhela (Essay Writing)
- Rachna Swami (Essay Writing)
- Pinki Kumari (Essay Writing)
- Kriti Fogawat (Debate)
- Jyoti Arya (Speech)
- Monita Sharma (Essay Writing)
- Alka Sharma (Poetry)

Major Student Achievements (2012-13)

At Inter-college Level
- Jyoti Chohan (Solo Song)
- Tnuja Saran (Fancy Dress)
- Gyatri Bijarnia (Essay Writing)
- Sudesh Kumari (Essay Writing)
- Pinki Bijarnia (Debate)

5.3.3   How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The institution maintains friendly and healthy atmosphere in its campus. There are suggestion boxes in the library and on the first floor of the building. The graduates of the college, employers, parents and students are free to give their opinions and suggestions on the performance and quality of the institutional provisions. Employers are requested from time to time to send their feedback for improvement.

5.3.4   How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The institution has a definite vision on development of various creative skills of the girls. The training and encouragement is aimed at encountering the complexities of future challenges. The faculty with experience and exposure in this particular area guide the girls to explore new possibilities within them. The college tries to develop creative skill of its girls by organizing essay competitions. Moreover, the girls are motivated to write short poems, articles etc. The college has allocated one special display board for such creative writings. Moreover, the college publishes its magazine **"Prayas"** every year. This magazine provides an opportunity to the girls to elevate their academic height.

5.3.5   Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Yes, the college has an elected Student Union. The election of this student union is under the norms of election commission of India. The class representative for each class is made through good academic record and they elect their president and other union members.

Major activities of the college student Union
The major activities of the student union are:
- To organize functions like Talent Hunt and Farewell party.

- To conduct the assembly, maintain discipline and cleanliness in the institution.
- To bring forward the grievances of the students to the notice of the authorities.
- To create a link between administration & students.

Funding of this Council

Most of the financial requirements of the student union are met by the college.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

The student representations are included in the following academic and administrative bodies.

1. Library committee

Smt. Vijaylaxmi	(Librarian)	Convener
Dr. Sangeeta Gerva	Lect. in Hindi	Co-convener
Dr. Sandeep Kumar	Lect. in Econ.	Member
Mr. Mahesh Sharma	Lect. in Botany	Member
Mr. Subhash Panwar	Lect. in Zoology	Member
Mr. Mukesh Soni	Lect. in B.Adm.	Member
Gayatri	B.Sc. Part-III	Member

2. Sports and Games Committee

Dr. Saroj Kumari	Lect. in Phy. Edu.	Convener
Smt. Manoj Jat	Lect. in History	Co-Convener
Dr. Nidhibala Shekhawat	Lect. in Zoology	Member
Dr. Sandeep Kumar	Lect. in Eco.	Member
Mr. Sandeep Choudhary	Lect. in Comp.	Member
Mr. Bhanwar Lal	Lect. in Pub. Ad.	Member
Mr. Naresh Kumar	Lect. in Geo.	Member
Ms Anita Bhasker	B.A.Part II	Member

3. Educational Tour Committee

Smt. Nirupama Gupata	Lect. in Zoology	Convener
Mr. Mahesh Sharma	Lect. in Botany	Co-convener
Dr. Nidhibala Shekhawat	Lect. in Zoology	Member
Dr. Saroj Kumari	Lect. in Phy. Edu.	Member
Smt. Manoj Jat	Lect. in History	Member
Mr. RamlalSingh	Lect. in Geo.	Member
Shaiphali Sharma	M.Sc. Pre. Botany	Member

4. Cultural Committee

Smt. Savita Singh	Lect. in Home Sc..	Convener
Dr. Nidhibala Shekhawat	Lect. in Zoology	Co-convener
Smt. Vijaylaxmi	(Librarian)	Member
Ms. Nirmala Mishra	Lect. in Maths.	Member
Ms. Upasana	Lect. in English	Member
Ms. Ishika Sharma	Lect. in Physics	Member
Ms. Deepika Jangir	Lect. in Chemistry	Member
Annu Kanwar	B.C.A. Part-III	Member
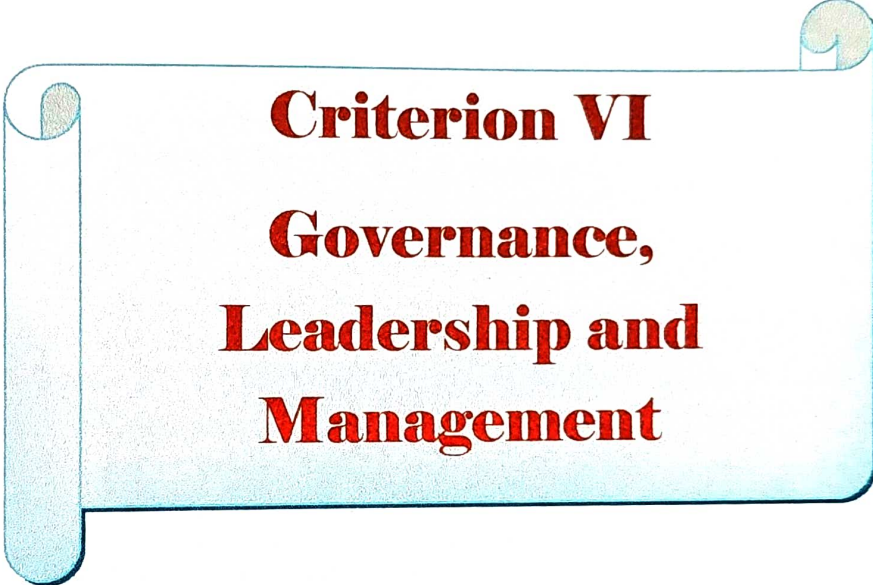
5. Antiragging Committee

Smt. Manoj Jat	Lect. in History	Convener
Dr. Sangeeta Gerva	Lect. in Hindi	Co-convener
Smt. Savita Singh	Lect. in Home Sc.	Member
Dr. Saroj Kumari	Lect. in Phy. Edu.	Member
Ms. Deepika Jangir	Lect. in Chemistry	Member
Ms. Nirmala Mishra	Lect. in Maths.	Member
Farida Bano	M.Sc. Final Zoo.	Member

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution. Any other relevant information regarding Student Support and Progression which the college would like to include.

Yes. The institution networks and collaborates with former faculty and the Alumni. During Alumni Meet the institution seeks suggestions and advice on the academic and co-academic growth of the institution.

Criterion VI

Governance, Leadership and Management

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

The institution was established by the great visionary and its founder president Sukhavir Singh Batar. Education was on the top of his priority. He wanted to build an ideal society. He had the missionary zeal. The institution upholds the great ideals and the missionary objectives and shall continuously pursue steps most conducive to the attainment of the aims and objects. The institution shall try to instill the sense of patriotism, healthy citizenship, civic sense, democratic values, secularism, social equality, justice, upliftment of the weaker section of the society in the girls. Major thrust of the institution has been on service to mankind.

The management and the administration try to motivate the staff to work hard for nation–building, adhering to the significant human values and look forward to achieve excellence to compete with the global standards. It is possible only when the personality development of a girl is taken care of.

Enlighten enrichment and the enhancement of the girl as a human being is our prime goal. As and when the experienced retired professors visit the college they motivate the teaching and non teaching staff of the college so as to achieve the vision and mission. The head of the institution and the teachers have requested to the members of BOS and Senate of the University of Rajasthan to include certain aspects relating to our vision. Our utmost efforts are to mould, shape, inculcate and imbibe the aims and objectives of our institution in the girls. For this purpose additional efforts are made through seminars and discussions. The institution has clear distinctive characteristics from other institutions. The welfare of the society has always been kept in the minds of the present office bearers of the management. The institution has the prime

objective to impart quality education to the girls belonging to the lowest strata of the society who cannot afford their education in cities because of paucity of the funds.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The institution is managed by the Gramin Mahila Shikshan Sasthan Samiti Sikar. The management, the principal, the IQAC and the staff are always stepping in together for designing and implementation of quality policy. The principal of the college always provides leadership to the system. The principal keeps on meeting the college management committee frequently to discuss various policy matters and their execution. The college management committee also meets the staff to discuss the issues pertaining to academic matters and students' progress. The principal ensures that all provisions of the university, norms of Government and UGC are observed. The principal provides academic leadership to various Head of the departments and plans strategies for academic excellence. All the faculties are actively involved in decision- making process. The recommendations of the various committees and head of departments are submitted to the principal and he takes suitable decisions for their implementation. Hence, the top management, the principal and the faculty members are involved in the decision- making process to sustain and enhance the quality of education

6.1.3 What is the involvement of the leadership in ensuring:

- The policy statements and action plans for fulfillment of the stated mission.
- Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.
- Interaction with stakeholders.
- Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders.
- Reinforcing the culture of excellence.
- Champion organizational change.

The office of the Gramin Mahila Shikshan Sasthan Samiti Sikar. is situated in the college campus. The management committee collects information about the various aspects of college from the head of the institution and faculties. The management encourages the involvement of all the concerned staff members in the process of decision making. The college has constituted different committees of teacher and members of the non-teaching staff which play an important role in the planning and implementation of activities in different aspects of institutional functioning. The personal interaction of the principal with various stakeholders, the faculty, the non teaching staff, the students, and the guardian play an important role in this respect. The participatory role of the management encourages and sustains the involvement of the college staff, which is necessary for the efficient and effective running of the college. The principal being the Head of the institution bears the ultimate responsibility for the smooth running of the college. The role of the principal of the college is multi-dimensional. The principal is responsible for implementing the decisions taken by the management

6.1.4   What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

In the beginning of the academic year, a meeting of IQAC is held. On the basis of this meeting important decisions regarding new policies for improvement are submitted to the management through principal. The management discusses the proposals of IQAC with the principal and they together form new policies for implementation. The principal then, assigns the responsibilities to the faculty members. He appoints the conveners for various committees and nominates the members of committees in consultation with the respective conveners. Official notice is issued along with the guidelines defining the roles and responsibilities of the committees. Each committee chalks out the action plan and submits it to the principal for approval. The committees carry out the activities of the action plan and at the end of the academic year the performance report of the work done during the session is submitted to the head of the institution and the coordinator of IQAC.

6.1.5   Give details of the academic leadership provided to the faculty by the top management?

The management of the college is in constant touch with head of the institution. The Management holds meetings frequently to discuss the problems and issues related to college development, administration, appointments infrastructural needs and student participation. In the management meetings, the principal and nominated members of faculty remain present to provide informations and suggestions, if any.

The principal holds separate meetings with the staff and fixes up their responsibilities and accountability. If the situation demands, the president of the Management Committee holds meeting with the teachers to communicate directly and bestow the responsibilities. The teaching as well as the non-teaching and supporting staff follows all the instructions in the interest of the institution

6.1.6   How does the college groom leadership at various levels?

The management always encourages the involvement of the staff for effective and efficient improvement of the institutional progress. The management through the head of the institution involves the staff members in various activities related to the development of the college. The staff members are involved in some committees of the management. The principal is a nominated member of the management and is entitled to remain present in all the meetings of the management

6.1.7   How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The entire administration is managed by several bodies or units. The power of administration is delegated to different constituents of administration. The basic structure of administration of organization is decentralized in the following manner:

PRESIDENT

↓

SECRETARY

↓

PRINCIPAL

| HOD | Faculty | Non-teaching staff | Office Staff |
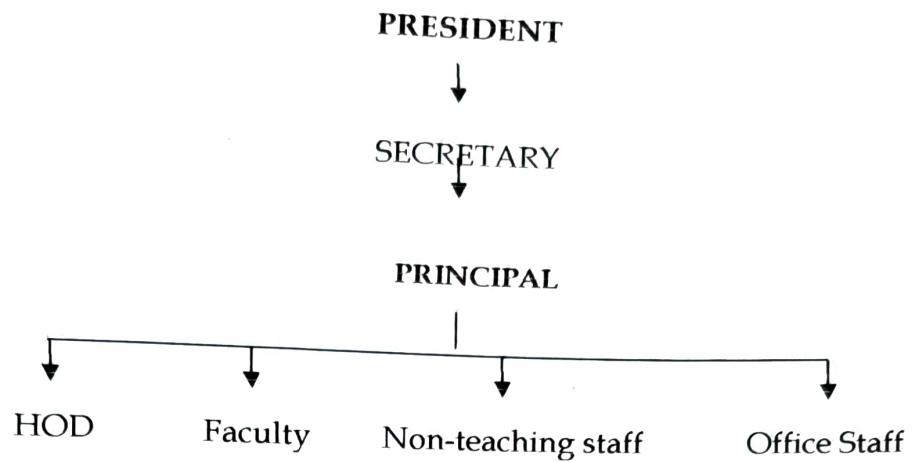
The success of the institution depends on its decision- making process, strategic planning and teamwork. The members of the Management, the principal, Heads of various Departments, Office Supervisor and Conveyors of Committees play vital role in the entire administrative process. The vital decisions concerning academic and administrative issues are generally unanimous and collective. All bodies of the college are involved in the decision making process.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

The management participates actively in all academic activities of the college. They remain present in all the functions held in the institute to encourage the students and faculties. They always provide their guidance and support.

Internal Organizational Structure

The Management

↓

PRINCIPAL

↓

IQAC

↓

Conveners of Committees

↓

H.O.D

↓

O.S.

↓

Non Teaching Staff
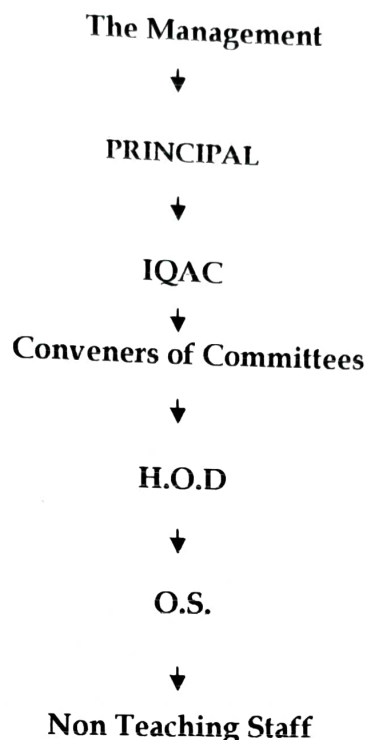
6.2   Strategy Development and Deployment

6.2.1   Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes, the institution has formally stated quality policy. A number of steps have been taken to develop and enhance the quality policy of the college. All the constituents of the college work for the enhancement of quality education. The decisions taken in the meetings of IQAC are put before the staff meetings. These decisions are discussed in detail. Opinions and suggestions from the staff members are also considered. The principal forms various committees for development. All the faculty members work hard to achieve these goals and thus to maintain the quality policy.

6.2.2   Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The college intends to widen the scope and range of the courses offered. After its inception in 2003 it has introduced many courses and programmes to facilitate the learning. From July 2010 the college has started commerce Faculty.

The institutional development particularly infrastructure development is looked after by the management. It consists extension of building, providing additional facilities, introduction of new courses, inclusion of new faculty, inviting visiting Professors. The management constitutes several committees for further academic growth and infrastructure development of the college. The members of these committees consider several factors while preparing future plans. The factors which are kept in mind are:-

- The changing scenario in the field of education.
- The needs of students /society.
- The conditions of time and place.
- The economic factors
- The relevance and usefulness of plan.

6.2.3 Describe the internal organizational structure and decision making processes.

The organizational structure and its various statutory bodies of the college management are as under
   (1) The General Body
   (2) Management executive body
   (3) Sub administrative Committees

The hierarchy of management executive committee is
   (1) President
   (2) Vice- President
   (3) Secretary
   (4) Joint –Secretary
   (5) Treasurer and six executive committee members.

The members of the general body elect the president and executive members. The Executive committee carries out the smooth functioning of the institution. The president appoints several Sub- Committees to carry out specific works of the institution. Thus the entire administration is divided among several units for effective management.

The internal administration of the college is headed by the principal, as the head of the institution. He is entitled to attend all the meetings held by the management. He with the concent of executive body runs the college. He monitors the administrative and academic issues. He forms different committees from the

teaching and non-teaching staff for the smooth functioning of the administration. Each committee is headed by the convener.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- Teaching & Learning
- Research & Development
- Community engagement
- Human resource management
- Industry interaction

The quality improvement strategies of the institution are as under.

(1) The teachers are well qualified and well versed in their subjects.

(2) They keep themselves update with the latest trends in their respective subjects by attending seminars, conferences, workshops, symposium, orientation programme, and refresher courses.

(3) The library is well furnished with the latest books on almost all subjects so that it provides ample opportunities of reading to teachers and students.

(4) The teachers continue to pursue research activities and they have added research related degrees like M.Phil. and PhD.

(5) The college possesses necessary infrastructure, which is conductive to healthy educational environment.

(6) The college has NSS units for carrying out extension and outreach activities connecting community.

(7) Teachers use innovative learning methods

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The management and the head of the institution are always in interactive mode with each other. The management obtained information from students, parents, faculties and the public with regards to the teaching quality, extracurricular activities and infrastructural facilities etc. In the meeting of the management the information obtained from different sources are discussed among

the executive members. After thorough discussions and deliberation the existing systems and activities of the college are reviewed and decisions regarding the implementation of new policies are taken accordingly.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The Management is always encouraging and supporting the involvement of the staff in improving the institutional process. The management involves principal and the staff members in various activities and decision making process related to the curricular, extra-curricular and administrative development of the college. The staff members involve themselves through various committees such as Admission Committee, Women cell Counseling and Placement Committee, Discipline Committee, Anti-ragging Committee, Sports Committee, etc. The representatives of each committee are free to give suggestions and opinions during the meetings with the Management. These suggestions are considered before making any decisions.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Resolution Made	Status of Implementation
(1) Lab construction	Yet not constructed
(2) Additional section in mathematics	Yet not permitted by university

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

No, the parent university has no provision for the status of autonomy to an affiliated institution.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

The College has placed a suggestion box outside the Principal's office where grievance notes are dropped. This enables students, staff, alumni, parents, and public at large to drop in a note concerning any matter related to any aspect of the College. The Principal periodically examines and reviews them. Depending on the matter, the Management, the HoDs and concerned faculty are consulted. After interactions and discussions corrective action is taken by the principal.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?
No instances of court cases against the institution.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?
Regarding the institutional performance, the feedback from outgoing students, alumni, parents and prominent persons is obtained from the suggestion-box. The contents of suggestions and grievances are analysed and discussed by the concerned authorities. A solution is resolved in wider interest of the institution and the stakeholders. Now the institution is planning to introduce a mechanism for analyzing the feedback through a questionnaire.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?
Regarding professional development of teaching and non teaching staff the following initiatives are taken:-
1. The faculty of all departments is encouraged to attend subject-related seminars. Duty leave is granted for the same purpose and the HODs ensure that students are meaningfully engaged when the faculties are absent.
2. The faculties are also encouraged to enhance their educational qualification. A present three faculties of the institution are pursuing Ph.D.
3. This is ensured by providing training to the staff in various fields including use of ICT.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The institution always encourages the faculties to initiate new educational programmes and trainings for their academic excellence. The teachers are granted leaves and TA if they go to attend any university level, state level, national or international seminar, conference or workshop. For organizing any academic programme or workshop, the management has positive approach in providing financial assistance. The institution has organized one workshop.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Every staff members is asked to fill up the self appraisal proforma at the end of academic session. The principal sends these proforma with his comments to top management for review.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The review report of management regarding the performance appraisal is communicated to the concerned faculty member. The faculties are encouraged to evaluate their performance on the basis of the results. The students are asked to give their suggestions regarding the teaching process. The teachers are asked to evaluate their performance on the basis of the remarks given in the self-appraisal and communicated them by the management. The self-appraisal method helps the faculties in finding their own drawbacks, weaknesses and strength. They become more conscious about their professional duties. Self appraisal method is a technique to know the sincerity, dedication and job satisfaction of the faculties.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The welfare measures are:

1. Welfare fund: there is a teacher welfare fund operated by the committee headed by principal. The employees may borrow money as per their requirement depending on their salary.
2. Free medical aid is given to all the employees of the institution.
3. Free education is provided to the wards of employees of the institution.
4. Free uniform is given to class IV, chowkidar, guards and driver of the transportation.

6.3.6   What are the measures taken by the Institution for attracting and retaining eminent faculty?

Payments are made as per government norms. Opportunity for the self respect and expression are given to the faculties. The management has impartial attitude towards them. They are also given special facility for research, timetable adjustment for research work, allowed to go for post doctoral fellowships. They are also given special leave facility and financial incentives for participation in seminars. The institution has also secured a distinguished position as one of the leading institutions of Rajasthan state by its constant endeavors. All these factors of the institution attract good faculties

6.4   **Financial Management and Resource Mobilization**

6.4.1   What is the institutional mechanism to monitor effective and efficient use of available financial resources?

All financial matters are monitored by management executive committee for effective and efficient use. Resources mobilization is managed by a financial sub -committee headed by president.

6.4.2   What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

Financial accountability is at two levels; through Government auditors who visit the College for a thorough evaluation of

money received and spent, and the management who receives copies of the audited statements of accounts of college. A recognized Chartered Accountant does the annual review and analysis of the accounts for presentation. The College Management accounts are also reviewable by the Income Tax authorities, since the Gramin Mahila Shikshan Sasthan Samiti Sikar is a non-profitable educational trust. There is no note of disapproval or recovery against the management. The Government audit has been completed till 2013. No recoveries have been claimed by the Government. At the internal level there is a full time accountant. He keeps an eye on day to day transactions and gives his report periodically to management. External auditing is done by Mr. D. D. Sharma, Chartered Accountant.

6.4.3   What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The Institution receives fund through fees, donations and MLA & MP LADs. The deficit is managed through donations. The institution is applied for UGC grants also.

6.4.4   Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

Photo states of audited accounts of the institution for last four years are enclosed in the **annexure**.

6.5   **Internal Quality Assurance System (IQAS)**

6.5.1   Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? .6 If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

d. How do students and alumni contribute to the effective functioning of the IQAC?

e. How does the IQAC communicate and engage staff from different constituents of the institution?

Yes, the institution is having its IQAC. Following is the composition of the same:

Principal	: Dr. D.N.Sharma
Vice Principal	: Dr. Priya Mathur
Vice Principal	: Smt. Saroj Rayal
Coordinator	: Mr.Mahesh Sharma
Member	: Smt. Nirupama Gupta
Member	: Dr. Sandeep Kumar
Member	: Mr. Pradeep Kumar

Within the existing academic and administrative system, the institution has developed mechanisms of its own for the quality assurance. The academic quality of the institution is evaluated on the basis of the performance of the students in their examinations. The teachers also judge the student's academic abilities by means of question-answer and written tests. The weak students are helped by the teachers to improve their academic quality by taking extra classes and providing books and literature. The administrative system also looks after the quality education in the institution. The different committees set up by the institution are always aware of the administrative needs.

The academic and administrative systems in the institution have been quite effective to the enhancement of quality education. The academic quality of the institution is maintained by adopting innovative teaching and learning methods. The administrative quality is maintained by the effective functions carried out by the office staff, the principal and various committees. The two mechanisms are interdependent and, therefore, there is no scope for any failure in any system. Head of the institution conducts

meetings as and when required and visits the class rooms to ensure proper delivery of the material and timely completion of course.

The management always has positive attitude at the recommendations given by IQAC. Last year IQAC proposed for the following reforms in the system.

- To deposit the fees directly in the bank by the students.
- To start new courses.
- Formation of Student Council.
- To introduce E-class for teaching-learning process.
- To include more members in it.
- To install CCTV cameras in the campus for effective and efficient monitoring.

Most of the above mentioned reforms were approved and implemented during the academic year 2012-13 &2013-14. IQAC has four external members in its committee. The IQAC included two new members from the town from this year. Two external members of IQAC are from the Alumni Association of the college. It plans to extend the number of members in it. As the institution has started to form Students Council from the last year, IQAC may involve two student representatives in it. The students play a major role in assuring quality of education imparted by the institution. It is through their active participation in classrooms that the quality of the education is maintained. The institution has internalized the best practices in order to improve the functioning of the academic and administrative systems. The insistence on student's participation in academic and administrative matters has improved the quality of education and administration in the institution. Their inclusion in IQAC is also a part of this vision of the institution. The students come forward to maintain the best practices evolved through academic and administrative systems. The administration in the institution is maintained by the involvement of the staff at every level. The examinations are held quite smoothly by the active participation of the staff. The teachers have been quite supportive to the academic needs of the students by offering them reading material and tutorials

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The institution is constituted into academic, sports, cultural and administrative components. These components are further divided into sub-component. All the aspects of the college follow an integrated framework for quality assurance. Following are the guidelines:

- To reinvent ourselves to meet the national and international standards.
- To encourage innovation, experimentation and research.
- To create learner- oriented environment.
- To inculcate the spirit of healthy competition.
- To observe professional ethics and moral standard.
- To maintain democratic set-up and free environment for growth.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

Yes, the institution provides training to its staff for effective implementation of quality assurance procedures regarding to computer skills, cultural skills through workshops. The required goals are achieved through collaborative and collective efforts.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

- The college undertakes its academic audit from time to time by analyzing results of sessional tests and university exams. It also takes stock of its academic infrastructure. After thorough analysis by IQAC and academic council of the college, strategies are evolved to raise the graph of achievements and widen the horizons. The university also does its audit in terms of general inspections at the time of introduction of new courses. There have been several inspections of this nature by the university in the past four years. The inspection committee checks infrastructure available, the library, books & journals, the number of

faculty in the department concerned and the success scope of the course.

- This audit definitely improves the quality of the institutional programmes. They are geared up toward their goals, for example the review of results brings out the low, average and high performance. Thereafter each student is taken care of according to her capacity. Remedial courses are conducted for the weak students and special guidance is provided to the high performers.

- Many times new additions are made in the infrastructure to improve the teaching learning process. Every department keeps on adding equipment, books, journals, software for the benefit of the students.

6.5.5   How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The college follows all university rules, UGC guidelines and instructions and maintains standards in teaching-learning process, conduct of examination & evaluation. It also avails many welfare schemes offered by these agencies, conducts academic and co-academic programmes as per the calendar of the University.

6.5.6   What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

- **Feedback from the students**

  The student council of the College keeps the Heads of Departments and the Principal well-informed about their difficulties regarding certain courses and the performance of the teachers. There is a suggestion box where the students can drop their complaints, if any. The contents of the box are analysed on the monthly basis and suitable measures are taken to redress the grievances. A Performa designed according to UGC & NAAC, instructions is also used annually to get students' feedback on teachers.

- **Feedback from the Parents and Alumni**

  The College remains in touch with the Parents by sending the report of the performance of their wards. Where need be, they are called for meetings with the concerned teachers. During their interaction, the suggestions and reviews regarding teaching – learning process are taken. Alumni in their meetings or through their connection with the Faculty give their opinions regarding the teaching – learning process of the College. Such feedbacks go a long way in improving the quality of the teaching – learning process in a sense that a teacher comes to know about his/her strengths and shortcomings and improves his/her shortcomings and even better his/her strengths. Students also are guided as per their capacity to improve their skills.

- **Review of Results**

  The Feedback Committee reviews results, both terminal and final and finds out advanced and slow learners on the basis of their performance on the basis of the review, special tests and instructions to the students are given to enhance their performance

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?
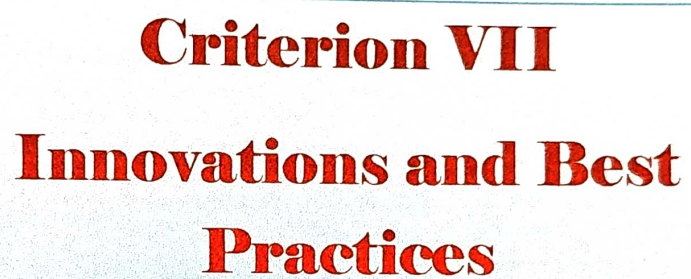
- Instructions regarding the quality assurance are communicated to the faculty members, especially the newly appointed ones, in the beginning of the session through meetings with the Principal.
- Students are also made aware of such policies through orientation programmes conducted by the administration and by the heads of departments.
- The college informs the external stakeholders about its policies through prospectus, other publications and advertisements in newspapers and local TV channels. It makes extra efforts to send its publications to the individual members of the management, officers of education department, other bodies and industrial-units to which the college is related.

Any other relevant information regarding Governance

Leadership and Management which the college would like to include.

Management has framed "Service-Rules" and Personnel-Policy for the betterment and welfare of the institution and staff and girls. This will be a guiding example for other educational institutions. This reflects the effective and transparent Governance and Leadership of the management.

Criterion VII

Innovations and Best Practices

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

There is no formal mechanism for Green Audit. Even than the institution take all possible steps to make the campus lush-green and eco-friendly. The use of plastic bags is avoided in the campus to declare the entire campus as "No Plastic Zone'. The girls and staff have planted more than 500 tree saplings during various tree plantation programmes organized by the institution and all these trees are taken care of and maintained by the institution.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

* Energy conservation

    The college classrooms are airy and well ventilated. The institution strictly observes to see that no electric equipments run unnecessarily. Thus enough measures are taken to use electricity carefully. In order to reduce electricity consumption classroom have been provided with CFLs in place of the traditional tube lights and bulbs.

* Use of renewable energy

    The college has made arrangements for the parking of the vehicles of the students and staff near the entrance. This helps in keeping the campus as much as clean.

* Water harvesting

    Water harvesting system is in existence

* Check dam construction

    Nil

* Efforts for Carbon neutrality

    In order to reduce pollution and unnecessary wastage of vehicle fuel the College does not allow four wheelers by students in campus. The campus is also smoke free. The

dead leaves and waste papers are not allowed to be put on fire.

* Plantation

  The college NSS units often organizes Tree-plantation programme in and outside the campus. These planted trees are also maintained carefully by the college authorities. As a result of these efforts the entire campus is lush-green and eco-friendly.

* Hazardous waste management

  Arts, Science & Commerce faculties are run in the college, therefore it does not deal with any hazardous waste.

* e-waste management

  Nil

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

(1) " Yoga" for best health management.

(2) Uninterapted power backup round the clock(24 hrs)

7.3 Best Practices

7.3.1 Elaborate on any two best practices **in the given format at page no. 98,** which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

(1) Dispensary with ambulance facility for health consultation.

(2) Lush green and eco-friendly campus with unique "Botanical Garden".

Format for Presentation of Best Practice

1. **Title of the Practice**

   "Towards greener and friendlier campus".

2. **Goal**

   To keeps the campus green and Clean.

3. **The Context**

   Still more number of trees to be planted. The environment committee is planning to plant more number of trees in the campus. The challenging tasks are maintaining the planted trees because water is the main constraint problem during summer. Though we have a good "**Water Harvesting Tank**" even than that becomes dry during summer.

4. **The Practice**

   The environment Committee is working towards this issue in the campus. The members of the committee involve NSS volunteers for tree plantation. Students other than NSS volunteers are also involved on a particular occasion so that everyone may participate in this campaign.

   Uniqueness: the management asks the students to bring some seedlings or seeds at least one from their homes or from nearby place and try to grow them in the college campus. The management also helps the team to acquire the plants.

   Constraints: Water is the major constraint in this respect but this can also be overcome by planting drought resistant plant species.

5. **Evidence of Success**

   500 plants were planted through the project, 10 dustbins outside the buildings and one dustbin for each class room were kept. Students are advised to keep their class rooms clean. Students are following it therefore the campus is dust and dirt free. There is a unique Botanical Garden with diverse variety of plants.

6. **Problems Encountered and Resources Required**

   Inspite of the fact that students are following the advice to clean the campus, the campus appears the unclean because death leaves rugs and dusts that come with rains and winds. But the college admistration remains alert and gets it clean in no time.

7. **Notes (Optional)**

    An uninterrupted power supply for smooth running the institution gives an impetus to the girls to get admission in this college.

8. **Contact Details**

Name of Principal	: Dr. D.N. Sharma
Institutional	: Gramin Mahila Mahavidayalaya
Distt.	: Sikar
Pin Code	: 332024
Work phone	: 01572-248204
Mobile	: +919414399065
Website	: www.gmsssikar.com
e.mail	: gmpgcollege@gmail.com

Evaluative Report of the Departments

3. Evaluative Report of the Departments

Department of Botany

1. **Name of the department:-** DEPARTMENT OF BOTANY

2. **Year of Establishment:-** 2003

3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**
    UG & PG

4. **Names of Interdisciplinary courses and the departments/units involved.**

5. **Annual/ semester/choice based credit system (programme wise).**
    Annual

6. **Participation of the department in the courses offered by other departments.**
    The department has to follow the University pattern; it followed the Annual   system from the time of its establishment in 2003.

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**
    Nil

8. **Details of courses/programmes discontinued (if any) with reasons**
    Nil

9. **Number of teaching posts**

Post	Sanctioned	Filled
Professor		
Associate Professor		
Asst. Professor	03	03

10. Faculty profile with name, qualification, designation, specialization (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	Experience
Mahesh Sharma	M.Sc. NET SET	Lecturer	Environmental Biology	9 Years
Pradeep Kumar Jakhalia	M.Sc. M.Phil, NET, SET	Lecturer	Plant Biotechnology	5 Years
Vijeta Dhaka	M.Sc.	Lecturer	Seed Pathology	1 year

11. **List of senior visiting faculty**
    Nil

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty.**
    Nil

13. **Student -Teacher Ratio (programme wise).**
    40:3 (P.G.) and 250:3 (U.G.)

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled.**
    01

15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

Name	Qualification
Mahesh Sharma	M.Sc., NET, SET
Pradeep Kumar Jakhalia	M.Sc., M.Phil., NET, SET
Vijeta Dhaka	M.Sc.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.
Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil

18. Research Centre /facility recognized by the University.
Nil

19. Publications: Nil

a) Publication per faculty
Number of papers published in peer reviewed journals (national / international) by faculty and students.

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

* Monographs

* Chapter in Books

* Books Edited

* Books with ISBN/ISSN numbers with details of publishers

* Citation Index

* SNIP

* SJR

* Impact factor

* h-index

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

a) National committees

b) International Committees

c) Editorial Boards....

22. Student projects: Nil

a) Percentage of students who have done in-house projects including inter departmental/programme.

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies.

23. Awards / Recognitions received by faculty and students.
Nil

24. List of eminent academicians and scientists / visitors to the department.
Nil

25. Seminars/ Conferences/Workshops organized & the source of funding.
a) National: Nil
b) International: Nil

26. Student profile programme/course wise:

Name of Course/ Prog.	Applications Received	Selected	Enrolled	Pass Percentage
B.Sc. Part-I	142	142	136	
B.Sc. Part-II	96	96	96	
B.Sc. Part-III	53	53	53	
M.Sc. Prev.	22	20	18	
M.Sc. Final	12	12	12	

27.   Diversity of Students

Name of Course	Percentage of Students from the Same State	Percentage of Students from the other State	Percentage of Students from abroad
UG			
PG	100 %		Nil
		Nil	Nil

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
Data not available

29.   Student progression

Student Progression	Against % enrolled
UG to PG	15 %
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed - Campus selection - Other than campus recruitment	Nil
Enterpreneurship/self employment	Nil

30. Detail of Infrastructural facilities

a) Library

   Separatedepartmental library is available.

b) Internet facilities for staff & students.
   One computer with internet facility.

c) Class rooms with ICT facility

d) Laboratories
   one lab.

31. **Number of students receiving financial assistance from college, university, government or other agencies.**

Nil

32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts.**

33. **Teaching methods adopted to improve student learning.**

Using ICT , class room interaction , Group discussion , Seminars conducted by students

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities.**

Nil

35. **SWOC analysis of the department and Future plans.**

Strengths
- Good placement.
- Value Added Course
- Providing Guidance for Competitive and Entrance Exams.

Weaknesses
- Shyness and inferiority complex of the students.
- Require some more apparatus.

Opportunities
- Quality education through affiliation of University of Rajasthan.
- To fulfill the demand that occurs in private and govt. sectors.

Challenges
- To fulfill the demand occurring in the competitive world.
- To educate and train the rural Students.
- To educate the girl students for economic independence .

Department of Chemistry

1. Name of the department:- **DEPARTMENT OF BOTANY**

2. Year of Establishment:- 2003

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
   UG & PG

4. Names of Interdisciplinary courses and the departments/units involved.

5. Annual/ semester/choice based credit system (programme wise).
   Annual

6. Participation of the department in the courses offered by other departments.
   The department has to follow the University pattern; it followed the Annual system from the time of its establishment in 2003.

7. Courses in collaboration with other universities, industries, foreign institutions, etc.
   Nil

8. Details of courses/programmes discontinued (if any) with reasons
   Nil

9. Number of Teaching posts

Post	Sanctioned	Filled
Professor		
Associate Professor		
Asst. Professor	04	04

10. Faculty profile with name, qualification, designation, specialization (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	Experience
Dr. Priya Mathur	M.Sc. Ph.D.	Lecturer	Organic Chemistry	16 Years
Deepika Jangir	M.Sc. NET	Lecturer	Organic Chemistry	2 Years
Naveen Maharia	M.Sc. NET	Lecturer	Inorganic Chemistry	2 Years
Deepika Muwal	M.Sc. NET	Lecturer	Organic Chemistry	1 Years

11. **List of senior visiting faculty**
    Nil

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty.**
    Nil

13. **Student -Teacher Ratio (programme wise).**
    60:4 (P.G.) and 489:4 (U.G.)

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled.**
    01

15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

Name	Qualification
Dr. Priya Mathur	M.Sc., Ph.D.
Deepika Jangir	M.Sc., NET
Naveen Maharia	M.Sc, NET
Deepika Muwal	M.Sc., NET

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.**
    Nil

17. **Departmental projects funded by DST - FIST; UGC, DBT,**

ICSSR, etc. and total grants received
Nil

18. Research Centre /facility recognized by the University.
Nil

19. Publications: 04

a) Publication per faculty
Number of papers published in peer reviewed journals (national / international) by faculty and students.

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

* Monographs

* Chapter in Books

* Books Edited

* Books with ISBN/ISSN numbers with details of publishers

* Citation Index

* SNIP

* SJR

* Impact factor

* h-index

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

d) National committees

e) International Committees

f) Editorial Boards....

22. Student projects: Nil

a) Percentage of students who have done in-house projects including inter departmental/programme.

c) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies.

23. Awards / Recognitions received by faculty and students.
Nil

24. List of eminent academicians and scientists / visitors to the department.
Nil

25. Seminars/ Conferences/Workshops organized & the source of funding.
a) National: Nil
b) International: Nil

26. Student profile programme/course wise:

Name of Course/ Prog.	Applications Received	Selected	Enrolled	Pass Percentage
B.Sc. Part-I	203	201	189	
B.Sc. Part-II	180	180	176	
B.Sc. Part-III	106	106	105	
M.Sc. Prev.	30	28	26	
M.Sc. Final	29	29	29	

27. Diversity of Students

Name of Course	Percentage of Students from the Same State	Percentage of Students from the other State	Percentage of Students from abroad
UG	100 %		
PG	100 %		

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
Data not available

29. **Student progression**

Student Progression	Against % enrolled
UG to PG	30 %
PG to M.Phil.	–
PG to Ph.D.	–
Ph.D. to Post-Doctoral	–
Employed • Campus selection • Other than campus recruitment	–
Enterpreneurship/self employment	–

30. Detail of Infrastructural facilities
   a) **Library**
      Separatedepartmental library is available.

   b) **Internet facilities for staff & students.**
      One computer with internet facility.

   c) **Class rooms with ICT facility**

   d) **Laboratories**
   Two lab.

31. **Number of students receiving financial assistance from college, university, government or other agencies.**
   Nil

32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts.**

33. **Teaching methods adopted to improve student learning.**

Using ICT , class room interaction , Group discussion , Seminars conducted by students

34. Participation in Institutional Social Responsibility (ISR) and Extension activities.

Nil

35. SWOC analysis of the department and Future plans.

Strengths
- Good placement.
- Value Added Course
- Providing Guidance for Competitive and Entrance Exams.

Weaknesses
- Shyness and inferiority complex of the students.
- Require some more apparatus.

Opportunities
- Quality education through affiliation of University of Rajasthan.
- To fulfill the demand that occurs in private and govt. sectors.

Challenges
- To fulfill the demand occurring in the competitive world.
- To educate and train the rural Students.
- To educate the girl students for economic independence.

Department of Geography

1. **Name of the department:-** DEPARTMENT OF GEOGRAPHY

2. **Year of Establishment:-** 2010

3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**
   UG & PG

4. **Names of Interdisciplinary courses and the departments/units involved.**

5. **Annual/ semester/choice based credit system (programme wise).**
   Annual

6. **Participation of the department in the courses offered by other departments.**
   The department has to follow the University pattern; it followed the Annual system from the time of its establishment in 2003.

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**
   Nil

8. **Details of courses/programmes discontinued (if any) with reasons**
   Nil

9. **Number of Teaching posts**

Post	Sanctioned	Filled
Professor		
Associate Professor		
Asst. Professor	03	03

10. **Faculty profile with name, qualification, designation, specialization (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Experience
Mr. Ram lal	M.A. M.Phil. NET	Lecturer	4 Years
Mr. Sanjay Kumar Sharma	M.A. NET	Lecturer	3 Years
Mr. Naresh Kumar	M.A. NET	Lecturer	3 Years

11. List of senior visiting faculty
    Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty.
    Nil

13. Student -Teacher Ratio (programme wise).
    24:3 (PG); 248:3 (UG)

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled.
    01

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Name	Qualification
Mr. Ram lal	M.A., M.Phil., NET
Mr. Sanjay Kumar Sharma	M.A., NET
Mr. Naresh Kumar	M.A., NET

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.
    Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University.
Nil

19. **Publications:** Nil

a) Publication per faculty
Number of papers published in peer reviewed journals (national / international) by faculty and students.

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

* Monographs

* Chapter in Books   : 01

* Books Edited

* Books with ISBN/ISSN numbers with details of publishers

* Citation Index

* SNIP

* SJR

* Impact factor

* h-index

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

g) National committees

h) International Committees

i) Editorial Boards....

22. **Student projects:** Nil

    a) Percentage of students who have done in-house projects including inter departmental/programme.

    d) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies.

23. **Awards / Recognitions received by faculty and students.**
Nil

24. **List of eminent academicians and scientists / visitors to the department.**
Nil

25. **Seminars/ Conferences/Workshops organized & the source of funding.**
a) **National:** Nil
b) **International:** Nil

26. **Student profile programme/course wise:**

Name of Course/ Prog.	Applications Received	Selected	Enrolled	Pass Percentage
M.A. Prev.	11	11	11	
M.A. Final	12	12	12	

27. **Diversity of Students**

Name of Course	Percentage of Students from the Same State	Percentage of Students from the other State	Percentage of Students from abroad
UG	100 %		
PG	100 %		

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**
Data not available

29. Student progression

Student Progression	Against % enrolled
UG to PG	100 %
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	Nil
Enterpreneurship/self employment	Nil

30. Detail of Infrastructural facilities

  a) Library

   Separate departmental library is available.

  b) Internet facilities for staff & students.
   One computer is available with internet facility.

  c) Class rooms with ICT facility

  d) Laboratories
   one lab.

31. Number of students receiving financial assistance from college, university, government or other agencies.
   Nil

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts.

33. Teaching methods adopted to improve student learning.
   Using ICT , class room interaction , Group discussion , Seminars conducted by students

34. Participation in Institutional Social Responsibility (ISR) and Extension activities.
   Nil

35. SWOC analysis of the department and Future plans.

Strengths

- Good placement.
- Value Added Course
- Providing Guidance for Competitive and Entrance Exams.

Weaknesses

- Shyness and inferiority complex of the students.
- Require some more apparatus.

Opportunities

- Quality education through affiliation of University of Rajasthan.
- To fulfill the demand that occurs in private and govt. sectors.

Challenges

- To fulfill the demand occurring in the competitive world.
- To educate and train the rural Students.
- To educate the girl students for economic independence.

Department of Zoology

1. Name of the department:- DEPARTMENT OF ZOOLOGY

2. Year of Establishment:-   2003

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
   UG & PG

4. Names of Interdisciplinary courses and the departments/units involved.

5. Annual/ semester/choice based credit system (programme wise).
   Annual

6. Participation of the department in the courses offered by other departments.
   The department has to follow the University pattern; it followed the Annual   system from the time of its establishment in 2003.

7. Courses in collaboration with other universities, industries, foreign institutions, etc.
   Nil

8. Details of courses/programmes discontinued (if any) with reasons
   Nil

9. Number of Teaching posts

Post	Sanctioned	Filled
Professor		
Associate Professor		
Asst. Professor	03	03

10. Faculty profile with name, qualification, designation, specialization (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	Experience
Mrs. Nirupama Gupta	M.Sc. M.Phil.	Lecturer	Endocrinology	20 Years
Dr. Nidhibala Shekhawat	M.Sc. Ph.D.	Lecturer	Environment Science	5 Years
Mr. Subhash Panwar	M.Sc. M.Phil. NET	Lecturer	Entomology	10 Years

11. **List of senior visiting faculty**

    Nil

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty.**

    Nil

13. **Student -Teacher Ratio (programme wise).**

    40:3 (P.G.) and 250:3 (U.G.)

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled.**

    01

15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

Name	Qualification
Mrs. Nirupama Gupta	M.Sc., M.Phil.
Dr. Nidhibala Shekhawat	M.Sc., Ph.D.
Mr. Subhash Panwar	M.Sc., M.Phil., NET

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.**

    Nil

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**

    Nil

18. Research Centre /facility recognized by the University.
Nil

19. Publications: Nil

a) Publication per faculty
Number of papers published in peer reviewed journals (national / international) by faculty and students.

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

* Monographs

* Chapter in Books

* Books Edited

* Books with ISBN/ISSN numbers with details of publishers

* Citation Index

* SNIP

* SJR

* Impact factor

* h-index

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

j) National committees

k) International Committees

l) Editorial Boards....

22. **Student projects:** Nil

   a) Percentage of students who have done in-house projects including inter departmental/programme.

   e) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies.

23. **Awards / Recognitions received by faculty and students.**
     Nil

24. **List of eminent academicians and scientists / visitors to the department.**
     Nil

25. **Seminars/ Conferences/Workshops organized & the source of funding.**
     a) National: Nil
     b) International: Nil

26. **Student profile programme/course wise:**

Name of Course/ Prog.	Applications Received	Selected	Enrolled	Pass Percentage
B.Sc. Part-I	142	142	136	
B.Sc. Part-II	96	96	96	
B.Sc. Part-III	53	53	53	
M.Sc. Prev.	25	20	20	
M.Sc. Final	09	09	09	

27. **Diversity of Students**

Name of Course	Percentage of Students from the Same State	Percentage of Students from the other State	Percentage of Students from abroad
UG			Nil
PG	100 %	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
     Data not available

29.   **Student progression**

Student Progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	Nil
Entrepreneurship/self employment	Nil

30. Detail of Infrastructural facilities

　　a) **Library**

　　　Separate departmental library is available.

　　b) **Internet facilities for staff & students.**
　　　One computer is available with internet facility.

　　c) **Class rooms with ICT facility**

　　d) **Laboratories**
　　　one lab.

31. Number of students receiving financial assistance from college, university, government or other agencies.
Nil

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts.

33. Teaching methods adopted to improve student learning.
　　Using ICT , class room interaction , Group discussion , Seminars conducted by students

34. Participation in Institutional Social Responsibility (ISR) and Extension activities.

Nil

35. SWOC analysis of the department and Future plans.

Strengths
- Good placement.
- Value Added Course
- Providing Guidance for Competitive and Entrance Exams.

Weaknesses
- Shyness and inferiority complex of the students.
- Require some more apparatus.

Opportunities
- Quality education through affiliation of University of Rajasthan.
- To fulfill the demand that occurs in private and govt. sectors.

Challenges
- To fulfill the demand occurring in the competitive world.
- To educate and train the rural Students.
- To educate the girl students for economic independence.

Post-accreditation Initiatives

If the college has already undergone the accreditation process by NAAC, please highlight the significant quality sustenance and enhancement measures undertaken during the last four years. The narrative may not exceed ten pages. (Refer section IX of Guidelines for Assessment and Accreditation)

Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Signature of the Head of the
institution with seal
शिवसिंहपुरा, सीकर (राज.)

Place: Sikar
Date: 15th Dec., 2013

Appendices

Annexure I

Certificate of UGC for 2(f) &12(b)

K — 2.5
2-7-2011

Ph. 23236351, 23232701, 23237721
23234116, 23235733, 23232317
23236735, 23239437, 23239627

Extension No. 413 (CPP-I Colleges)
UGC Website: www.ugc.ac.in

शिक्षा-विद्या विद्यालय
SPEED POST

विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली 110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

F. No. 8-249/2011 (CPP-I/C)

June, 2011

17 JUN 2011

The Registrar,
University of Rajasthan,
Jawahar Lal Nehru Marg,
Jaipur - 302 004,
Rajasthan.

Sub: - Recognition of College under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

    I am directed to refer to the letter No. GMM/2011/14 dated 07.05.2011 received from the Principal, Gramin Mahila Mahavidyalaya, Shivsinghpura, Sikar – 332 024, (Rajasthan) on the above subject and to say that it is noted that the following college is **un-aided/self financed** and **permanently** affiliated to **University of Rajasthan**. I am further to say that the name of the following college has been included in the list of colleges prepared under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head 'Non Government Colleges teaching upto Bachelor's (Permanent) and Master's Degree (Temporary)' as per the decision of the Commission dated 04th May, 2010:-

Name of the College	Year of Establishment	Remarks
Gramin Mahila Mahavidyalaya, Shivsinghpura, Sikar – 332 024, (Rajasthan).	2003	The college is granted 12 (B) status to make it eligible to receive central assistance from sources other than UGC.

    The Indemnity Bond and the other supporting documents submitted in respect of the above College have been accepted by the University Grants Commission.

Yours faithfully,

(Uma Bali)
Under Secretary

Copy to:-

1. The Principal, Gramin Mahila Mahavidyalaya, Shivsinghpura, Sikar – 332 024, (Rajasthan).
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary Education & Higher Education, Shastri Bhavan, New Delhi – 110 001.
3. The Principal Secretary (Higher Education), Govt. of Rajasthan, Secretariat, Room No.19-A, SSO Building, North-East Building, Jaipur - 302 005, (Rajasthan).
4. Education Officer, UGC, Central Regional Office (CRO), Tawa Complex, Bittan Market, E-5, Arera Colony, Bhopal - 462 016, (Madhya Pradesh).
5. Publication Officer, (UGC-Website), New Delhi.
6. Section Officer (F.D.-III Section) U.G.C., New Delhi.
7. All Sections, U.G.C. New Delhi.
8. Guard file.

(Sunita Gulati)
Section Officer

Annexure II

Existing and proposed Plan of College Building
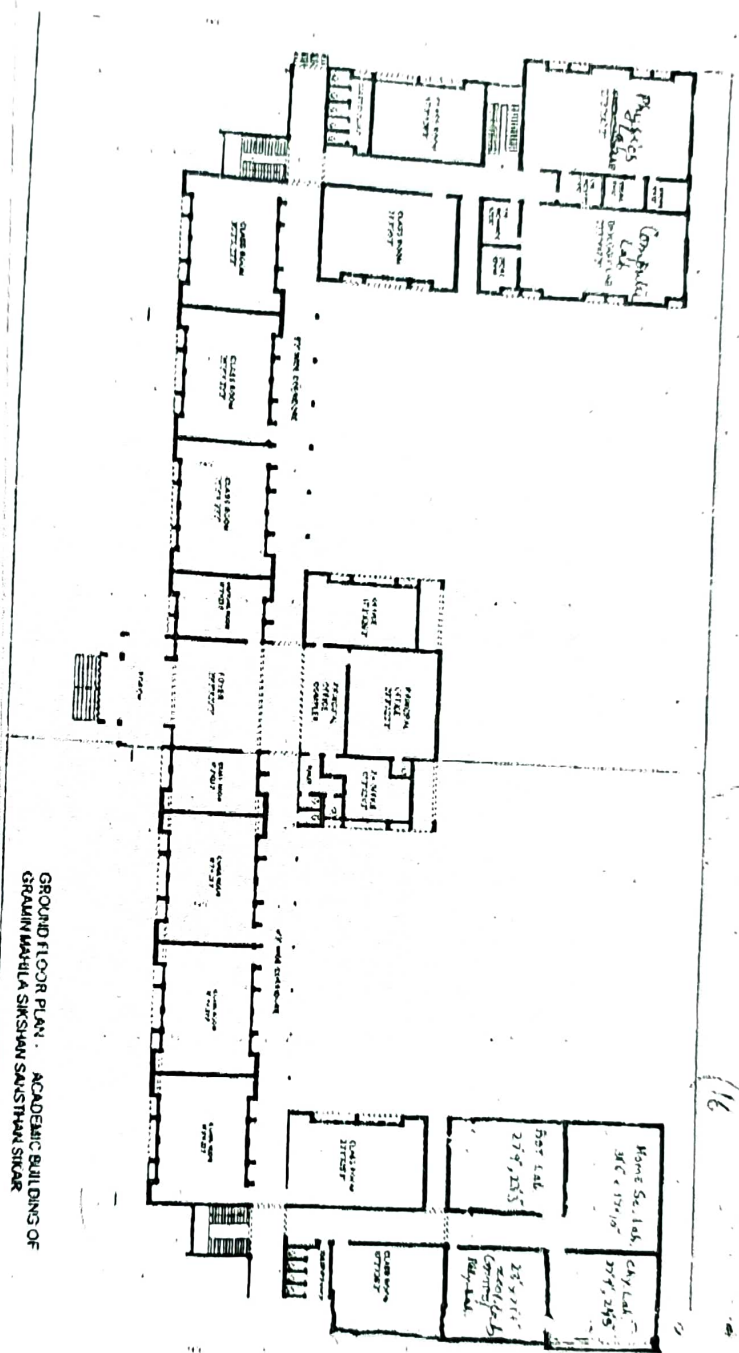
Figure 1 : - Ground Floor Plan (Acadmic Building)

BASEMENT PLAN ACADEMIC BUILDING OF
GRAMIN MAHILA SIKSHAN SANSTHAN, SIKAR

PHYSICS
LAB27'3" X 47'3"

LAB
INCHARGE
8' X 10'

STORE
8' X 10'

UPS 8'
X 10'

COMPUTER
CLASS
ROOM 23'3"
X 18'

COMPUTER
LAB 23'3" X
40'3"

Figure 2 : - Basement Plan Building

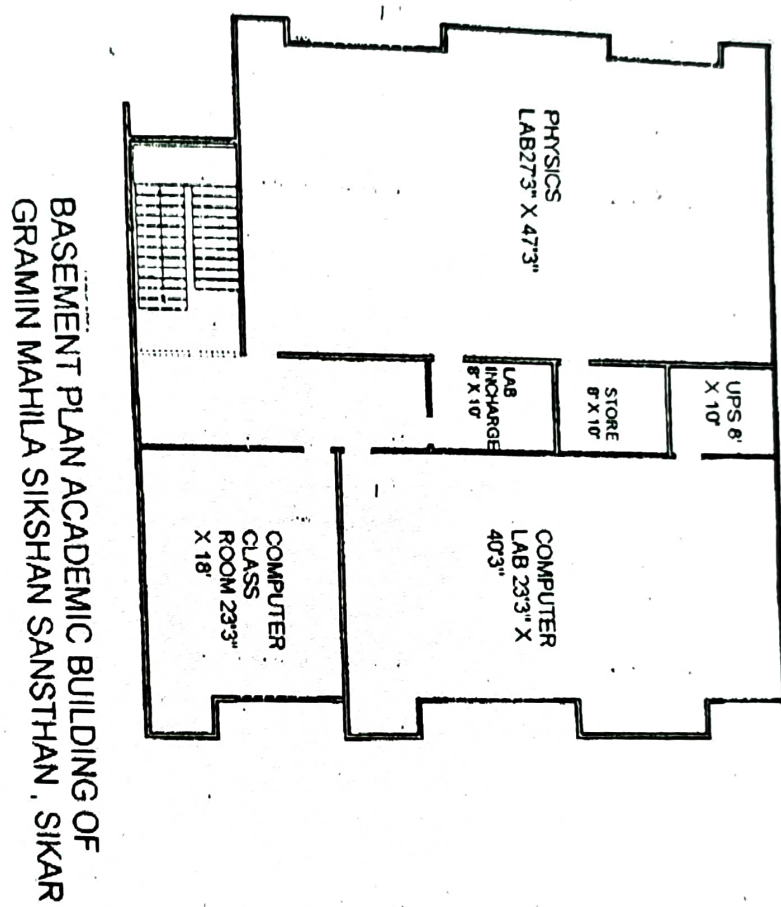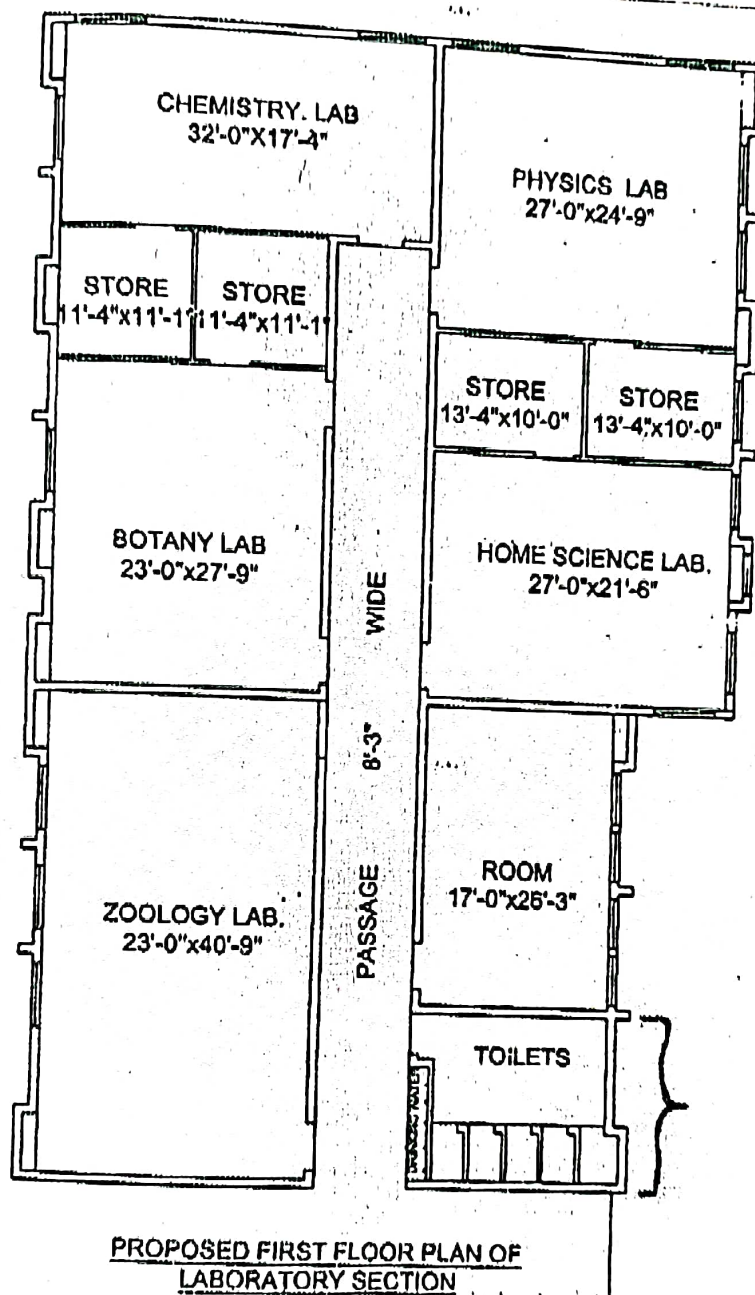**Figure 3: -** First Floor Plan of Acadmic Building

PROPOSED FIRST FLOOR PLAN OF LABORATORY SECTION

Figure 4 :- Proposed first Floor plan of laboratory Section

Annexure III

Audit Report of 2009-10

D.D. SHARMA & CO.,
CHARTERED ACCOUNTANTS

CIVIL LINES, SIKAR 3/2001
PH. 250354(O) 252738(R)
MOBILE NO. 9414036738

AUDITOR'S REPORT

We have audited the attached Balance Sheet of Shri Gramin Mahila Shikshan Sansthan Samiti ,SIKAR(Rajasthan)as at 31ˢᵗ March, 2010 and also the Income &Expenditure Account for the year ended on that date which are in aggreement with the books of account maintained by the above named Samiti.

We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit.

In our opinion and to the best of our information and as per explanation given to us the said account of the Samiti give a true and fair view :-

1. In case of Balance Sheet of the state of affairs as at 31ˢᵗ March, 2010,
2. In case of Income & Expenditure Account of the Surplus for the year ended on 31ˢᵗ March, 2010,
3. Provision for depreciation has been made as per decision of the Managing Committee of the Sansthan.
4. Some expenses and income have been recorded on cash basis.

For D.D. SHARMA &CO.

(D.D. SHARMA)
Chartered accountant

Place: SIKAR
Dated: 11-6-2010

Gramin Mahila Shikshan Sansthan Samiti, Sikar (Raj.)
Consolidated Balance Sheet as on 31st March, 2010

LIABILITIES	AMOUNT		ASSETS		AMOUNT
Capital Fund			**Cash in hand**		13,084.00
Opening Balance	1,55,75,473.81	1,70,23,991.11	**Cash at Banks**		60,13,870.11
Add Surplus of last year	14,74,391.30		(a) SBBJ 51044503496	6,50,659.31	
Add Life membership	16,300.00		(b) SKSB 134	49,53,301.00	
Add Patron membership	88,800.00		(c) SKSB 135	8,957.00	
			(d) SKSB	332.00	
Add Akshya Day Fund	1,19,000.00		(e) BOB 24410100008668	39,814.00	
			(f) SGB 699	3,77,996.80	
Add Income & Expenditure			**Postage Stamps in hand**		878.00
Surplus for this year	17,49,956.00				
Other Funds		91,75,550.00	**Fixed deposits at Bank**		41,96,050.00
Opening balance	57,30,550.00		Opening balance	41,96,050.00	
Development Fund	36,45,000.00		Add during the year	3,00,000.00	
Girls Security deposits		9,73,000.00	**Gas Security**		6,300.00
Opening balance	6,79,000.00		**Fixed & Other Assets**		5,01,32,673.00
Add during the year	3,57,500.00		(as per Annexure)		
Less Paid Amount	63,500.00				
Donation for Buildings		3,23,84,854.00			
Opening balance	3,00,19,435.00				
Add during the year	9,79,000.00				
Add donation under FCRA	13,86,419.00				
Other donation under FCRA		9,04,460.00			
Donation for Gen Sec	8,66,160.00				
Donation for Computers	38,300.00				
Grand Total		6,06,61,855.11	**Grand Total**		6,06,61,855.11

AUDITOR'S REPORT

As per our separate report of even date annexed herewith.

For D.D. Sharma & Co.

(D.D. Sharma)
Chartered Accountant

Place : SIKAR
Date : 11-06-2010

For and on behalf of GMSS, Sikar

अध्यक्ष
ग्रामीण महिला शिक्षण संस्थान समिति
सीकर (राज.)

Audit Report of 2010-11

D.D. SHARMA & CO.
CHARTERED ACCOUNTANTS

CIVIL LINES SIKAR 332001
PH. 250354(O) 252738(R)
MOBILE NO. 9414036738

AUDITOR'S REPORT

We have audited the attached Balance Sheet of Shri Gramin Mahila Shikshan Sansthan Samiti ,SIKAR(Rajasthan)as at 31st March, 2011 and also the Income &Expenditure Account for the year ended on that date which are in agreement with the books of account maintained by the above named Samiti.

We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit.

In our opinion and to the best of our information and as per explanation given to us the said account of the Samiti give a true and fair view :-

1   In case of Balance Sheet of the state of affairs as at 31st March, 2011.
2   In case of Income & Expenditure Account of the Surplus for the year ended on 31st March, 2011.
3   Provision for depreciation has been made as per decision of the Managing Committee of the Sansthan.
4   Some expenses and income have been recorded on cash basis.

For D.D. SHARMA &CO.

Place: SIKAR
Dated: 06-07-2011

(D.D. SHARMA)
Chartered accountant

Gramin Mahila Shikshan Sansthan Samiti, Shivsinghpura, Sikar (Raj.)

Consolidated Income & Expenditure Account of the year ended 31ˢᵗ March, 2011

Expenditure Particulars	Amount	Income Particulars		Amount
To Salary to Staff	80,23,700.00	By Fees Received		1,20,94,635.00
To Scholarship	39,350.00	Hostel Fee	20,76,000.00	
To Games, Sports, Guiding & Cultural Activities	1,23,742.00	Admission Fee	1,95,500.00	
To Incentive to Students	3,19,000.00	Tuition Fee	52,54,700.00	
To Examination Expenses	2,54,239.00	Admission Form Fee	1,98,260.00	
To Recognition & Affiliation	4,00,030.00	Girls Fund Fee	19,26,000.00	
To N.S.S. Expenses	88,500.00	Laboratory Fee	19,58,000.00	
To Laboratories Expenses	72,079.00	T.C., C.C. Fee	59,050.00	
To Buses Operating Cost	3,87,597.00	Vehicle Fee	2,83,250.00	
To Repairs & Maintenance	5,21,357.00	Duplicate Identity Card Fee	500.00	
To Stationery Expenses	26,644.00	Public Examination Fee	1,43,375.00	
To Advertisements	1,39,918.00	By Scholarship		39,350.00
To Traveling Expenses	22,670.00	By Bank Interest		14,28,781.00
To Telephone Expenses	27,974.00	By Sundry receipts		39,848.00
To Postage and Stamps	9,316.50	By Sale proceeds of Raddi & old goods		21,723.00
To General Meeting & Functions	2,13,632.00	By Receipt of N.S.S. grant		88,500.00
To Printing Expenses	1,70,555.00			
To Light & Water Expenses	5,12,798.00			
To Healthcare Expenses	30,225.00			
To Audit Fee & other charges	13,060.00			
To Newspapers & Periodicals	8,366.00			
To Bank Commission	1,092.00			
To Prizes distribution	66,071.00			
To Financial help to needy students	1,12,300.00			
To Sundry Expenses	36,785.00			
To Depreciation	19,52,232.00			
To Surplus	1,39,604.50			
Grand Total	**1,37,12,837.00**	**Grand Total**		**1,37,12,837.00**

AUDITOR'S REPORT

As per our separate report of even date annexed herewith.
For D.D. Sharma & Co.

(D.D. Sharma)
Chartered Accountant

Place : SIKAR
Date : 06-07-2011

For and on behalf of GMSS, Sikar

अध्यक्ष
ग्रामीण महिला शिक्षण संस्थान समिति
सीकर (राज.)

Audit Report of 2011-12

D.D. SHARMA & CO.
CHARTERED ACCOUNTANTS

CIVIL LINES SIKAR 332001
PH. 250354(O) 252738(R)
MOBILE NO. 9414036738

AUDITOR'S REPORT

We have audited the attached Balance Sheet of Shri Gramin Mahila Shikshan Sansthan Samiti ,SIKAR(Rajasthan)as at 31st March, 2012 and also the Income &Expenditure Account for the year ended on that date which are in agreement with the books of account maintained by the above named Samiti.

We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit.

In our opinion and to the best of our information and as per explanation given to us the said account of the Samiti give a true and fair view :-

1 In case of Balance Sheet of the state of affairs as at 31st March, 2012.
2 In case of Income & Expenditure Account of the Surplus for the year ended on 31st March, 2012.
3 Provision for depreciation has been made as per decision of the Managing Committee of the Sansthan.
4 Some expenses and income have been recorded on cash basis.

For D.D. SHARMA &CO.

(D.D. SHARMA)
Chartered accountant

Place: SIKAR
Dated: 28-05-2012

Gramin Mahila Shikshan Sansthan Samiti, Shivsinghpura, Sikar (Raj.)

Consolidated Income & Expenditure Account of the year ended 31" March, 2012

Expenditure		Income		
Particulars	Amount	Particulars		Amount
To Salary to Staff	86,93,552.00	By Fees Received		1,25,18,000.00
To Games, Sports, Guiding & Cultural Activities	57,889.00	Hostel Fee	20,97,000.00	
To Incentive to Students	3,06,656.00	Admission Fee	2,02,700.00	
To Examination Expenses	42,500.00	Tuition Fee	54,66,700.00	
To Recognition & Affiliation	2,84,780.00	Admission Form Fee	2,95,600.00	
To N.S.S. Expenses	1,35,000.00	Girls Fund Fee	19,60,000.00	
To Laboratories Expenses	1,94,609.00	Laboratory Fee	20,78,600.00	
To Buses Operating Expenses	5,33,722.00	T.C., C.C. Fee	64,650.00	
To Repairs & Maintenance	8,87,206.00	Vehicle Fee	3,52,750.00	
To Stationery Expenses	34,408.00			
To Advertisements	1,51,318.00	By late fine amount		1,50,320.00
To Traveling Expenses	18,303.00	By Public Examination Receipts		35,169.00
To Telephone Expenses	29,049.00	By Bank Interest		10,50,750.00
To Postage and Stamps	13,597.50	By Sale proceeds of Raddi & old goods		33,336.00
To General Meeting & Functions	1,84,415.00	By Receipt of N.S.S. grant		90,000.00
To Printing Charges	1,69,620.00	By Receipt of University Refund		2,15,000.00
To Light & Water Expenses	4,98,702.00	By Sundry Receipts		75,868.00
To Healthcare Expenses	62,523.00	By Deficit		5,29,214.50
To Audit Fee	15,000.00			
To IT (TDS) Return Expenses	2,800.00			
To Newspapers & Periodicals	14,508.00			
To Bank Commission	60.00			
To Prizes distribution	62,260.00			
To Financial help to needy students	94,900.00			
To Sundry Expenses	38,437.00			
To Depreciation on Assets	21,71,843.00			
Grand Total	**1,46,97,657.50**	**Grand Total**		**1,46,97,657.50**

AUDITOR'S REPORT

As per our separate report of even date annexed herewith.
For D.D. Sharma & Co.

(D.D. Sharma)
Chartered Accountant

Place : SIKAR
Date : 28-05-2012

For and on behalf of GMSS, Sikar

अध्यक्ष
गामीण महिला शिक्षण संस्थान समिति
सीकर (राज.)

Audit Report of 2012-13

D.D. SHARMA & CO.
CHARTERED ACCOUNTANTS

CIVIL LINES SIKAR 332001
PH. 250354(O) 252738(R)
MOBILE NO. 9414036738

AUDITOR'S REPORT

We have audited the attached Balance Sheet of Shri Gramin Mahila Shikshan Sansthan Samiti ,SIKAR(Rajasthan)as at 31ˢᵗ March, 2013 and also the Income & Expenditure Account for the year ended on that date which are in agreement with the books of account maintained by the above named Samiti.

We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit.

In our opinion and to the best of our information and as per explanation given to us the said account of the Samiti give a true and fair view :-

1 In case of Balance Sheet of the state of affairs as at 31ˢᵗ March, 2013.
2 In case of Income & Expenditure Account of the Surplus for the year ended on 31ˢᵗ March, 2013.
3 Provision for depreciation has been made as per decision of the Managing Committee of the Sansthan.
4 Some expenses and income have been recorded on cash basis.

For D.D. SHARMA &CO.

(D.D. SHARMA)
Chartered accountant

Place: SIKAR
Dated: 04-07-2013

Gramin Mahila Shikshan Sansthan Samiti, Shivsinghpura, Sikar (Raj.)

Consolidated Income & Expenditure Account of the year ended 31st March, 2013

EXPENDITURE		INCOME		
Particulars	**Amount**	**Particulars**		**Amount**
To Salary to Staff	1,03,77,891.00	By Fees Received		1,69,17,025
To Games, Sports, Guiding & Cultural Activities	74,594.00	Admission Form Fee	3,06,100.00	
To Incentive to Students	3,81,973.00	Admission Fee	2,11,000.00	
To Examination Expenses	26,130.00	Hostel Fee	28,32,000.00	
To Recognition & Affiliation	2,51,324.00	Tuition Fee	73,58,900.00	
To N.S.S. Expenses	1,80,000.00	Girls Fund Fee	25,49,900.00	
To Laboratories Expenses	23,571.00	Laboratory Fee	28,69,300.00	
To Buses Operating Cost	6,39,589.00	T.C., C.C. Fee	55,150.00	
To Repairs & Maintenance	3,06,339.00	Vehicle Fee	6,04,675.00	
To Stationery Expenses	33,117.00	Late fine Fee	1,30,000.00	
To Advertisements	3,93,495.00	By Bank Interest		17,17,027.00
To Traveling Expenses	4,216.00	By Sundry Receipts		6,218.00
To Telephone Expenses	77,597.00	By Sale proceeds of Raddi & old goods		12,760.00
To Postage and Stamps	9,510.00	By Receipt of N.S.S. grant		2,25,000.00
To General Meeting & Functions	1,46,790.00	By T.D.S.		7,500.00
To Printing Expenses	3,12,015.00	By University Examination Payment		770.00
To Light & Water Expenses	7,61,343.00	By Public Examination Receipts		1,19,239.00
To Healthcare Expenses	85,344.00	By Receipt of Guiding Incentive		3,300.00
To Audit Fee	15,000.00			
To T.D.S. Statement Fee	3,000.00			
To Newspapers & Periodicals	14,211.00			
To Bank Commission	346.00			
To Prizes distribution	63,454.00			
To Financial help to needy students	1,26,000.00			
To Sundry Expenses	27,019.00			
To T.D.S. Deposits	15,500.00			
To Couching Expenses	2,32,623.00			
To Public Examination Expenses	34,023.00			
To Surplus	23,34,013.00			
To Depreciation on Assets	20,58,812.00			
Grand Total	**1,90,08,839.00**	**Grand Total**		**1,90,08,839.00**

AUDITOR'S REPORT
As per our separate report of even date annexed herewith.
For D.D. Sharma & Co.

(D.D. Sharma)
Chartered Accountant
Place : SIKAR
Date : 04-07-2013

For and on behalf of GMSS, Sikar

अध्यक्ष
ग्रामीण महिला शिक्षण संस्थान समिति
सीकर (राज.)